

BURLAND PARISH COUNCIL

www.burlandpc.org.uk

Mark Bailey
Clerk

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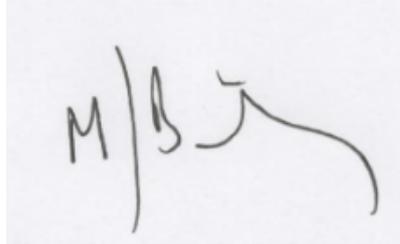
NOTICE OF PARISH COUNCIL MEETING

Parish Councillors are summoned to a meeting of the Parish Council

DATE: MONDAY, 9TH OCTOBER 2017
TIME: 7.30 PM
VENUE: GOODWILL HALL, FADDILEY, NANTWICH CW5 8JE

Enquiries to: Clerk: Mark Bailey

Tel: 01782 522492



Signed

Issue date: 3rd Oct 2017

To: Members of the Parish Council
(J Burt, E Bateson, R I Clough, G Denny (Vice-Chairman), G Flavell-Matts,
M Maunder (Chairman), A Morris, J Pochin and G Samways)

cc: Cheshire East Borough Councillor Stan Davies

MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND THIS MEETING

Members of the public are encouraged to print off their own copies of the agenda from the website (www.burlandpc.org.uk). If paper copies of the agenda and/or any associated reports are required, please contact the Clerk who will arrange for copies to be made available at the meeting.

Quorum: 3

A G E N D A

1 ELECTION OF A CHAIRMAN

In the absence of both the Chairman and Vice-Chairman of the Parish Council, Members are asked to elect a Chairman for the meeting.

2 APOLOGIES FOR ABSENCE

Apologies for absence should be notified to the Clerk before 6.00 pm on the day of the meeting, if possible.

3 DECLARATIONS OF INTERESTS

Members to declare any disclosable pecuniary interest or non-pecuniary interest which they have in any item of business on the agenda, the nature of that interest, and in respect of disclosable interests, to leave the meeting prior to the discussion of that item.

If declarations are not made at this point in the proceedings, they should be made as soon as the Member becomes aware of an interest.

Whilst the Clerk can advise on the Code of Conduct and its interpretation, the decision to declare (or not) is the responsibility of the Parish Councillor, based on the circumstances of the matter in hand.

4. MINUTES

4.1 To approve, as a correct record, the minutes of the Annual Meeting of the Parish Council held on 11th September 2017.

5. MATTERS ARISING

To raise any matters from the above minutes.

6. PUBLIC QUESTION TIME

Members of the public can ask questions or address the Parish Council.

7. FINANCIAL MATTERS

7.1 Authorisation of payments

£138.73	Dr MJ Bailey – salary payment for Clerk (October 2017)
£34.60	HMRC for month 7 of the tax year (Clerk's salary)
£36.00	BDO LLP (external audit fees)
£75.00	Adam Keppel-Green (website costs)

RECOMMENDATION: Members are asked to approve the above payments.

7.2 External Audit 2016/17

The Council's external auditors (BDO LLP) have now completed the external audit of the Council for 2016/17. A copy of the 'Issues Report' from BDO is attached. The report focuses on two things: -

- That the 31 March 2016 accounts were approved after the commencement of the inspection period of the exercise of electors' rights, which occurred during the current audit year. In future years, the Council must ensure that the electors' rights inspection period commences after the accounting statements are approved; and
- BDO had to contact the Clerk as 'standard information' such as the bank reconciliation; date of electors' rights; and explanation of variances was not supplied with the initial submission. In future, the Council should ensure that all standard information is submitted

Member should note that, as a result of the second issue, the Council has been charged £30 (excluding VAT) in additional audit fees. Overall, the annual return has been qualified.

No other issues were identified by the external auditor.

7.3 Budget Monitoring Statement – Second Quarter 2017/18 (July-September 2017)

The budget monitoring statement for the second quarter of 2017/18 (July-September 2017) is presented to Members for note.

7.4 Ledger/Bank Reconciliation Statement (1st April 2017-30th Sept 2017)

The ledger/bank reconciliation statement for the period 1st April 2017-30th September 2017 is presented to Members for note.

8. BOROUGH COUNCILLOR'S REPORT

Borough Councillor W S Davies to report on any Cheshire East Council matters of interest.

9. HIGHWAY MATTERS

To receive an update on any issues relating to highways issues in the parish and affecting the parish.

10. PLANNING MATTERS

10.1 Planning Applications

The Parish Council is invited to comment on the following planning applications which can be viewed on the Cheshire East Council website at

17/4515N	<u>Heath House, Swanley Lane, Burland, Nantwich CW5 8PX</u> Reserved matters application for the appearance and landscaping following outline approval of application 17/3098N - Outline application for residential development and formation of new vehicular access (Re-submission of application No 16/3085N) http://planning.cheshireeast.gov.uk/applicationdetails.aspx?pr=17/4515N
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Deadline date for comments: 17th October 2017

11. SPEED WATCH

11.1 Speed Indication Device (SID)

To update on the use of the SID in the parish.

12. COMMUNICATIONS

To discuss any communication issues including development of the new Parish Council website.

13. SHARED INFORMATION

Members may share information, but decisions cannot be taken under this item. Items for the agenda should be notified to the Clerk at least one week before the meeting.

14. DATE OF NEXT MEETING

13th November 2017

Notes

1) Members of the Public

The Parish Council welcomes and encourages members of the public to attend its meetings. You are requested to enter and leave quietly and to remain quiet during the meeting. Mobile phones and pagers should be switched off, and no food or drink should be brought into the meeting.

Members of the public are not able to participate in meetings but can ask questions or make a statement, prior to the start of the meeting. In addition, if you feel there is a matter which should be brought to the attention of the Parish Council you may contact the Clerk, the Chairman, or any member of the Parish Council, and arrangements can be made to place the item on the agenda for the next meeting, if appropriate.

On occasions, members of the press and public will be excluded from the meetings when the business to be transacted is of a confidential nature; for example, dealing with individual people, staffing matters, contracts and financial affairs of other parties.

2) Parish Councillors

A) Notice of items

The Parish Council cannot lawfully decide any matter which has not been specifically included on the agenda, and there is case law to this effect (*Longfield Parish Council v Wright (1918) 88 LJ Ch 119*).

B) Planning Grounds The grounds on which observations can be made on planning applications are as follows –

- | | |
|---------------------------------------------------------------------------------------|-------------------------------------------------------|
| 1 Development Plan in all its aspects | 8 Appropriateness of use taking account of local area |
| 2 Government legislation and guidance | 9 Effect on highway safety |
| 3 Siting | 10 Landscape |
| 4 Design | 11 Listed buildings |
| 5 External appearance | 12 Conservation areas |
| 6 Compatibility with street scene | 13 Land |
| 7 Development effect on neighbouring properties, contamination, amenities and privacy | 14 Flooding |

Non-Relevant Matters

- | | |
|-------------------------------------------|--------------------------------------------------------|
| 1 Matters controlled by other legislation | 6 Business competition |
| 2 Effects on private rights | 7 Personal circumstances – health/finance |
| 3 Provisions in covenants/deeds | 8 Ownership |
| 4 Effect on property values | 9 Moral issues |
| 5 Private opinions | 10 Matters which might breach legislative requirements |

Note: If the Parish Council agrees, in principle, with an application, but not in all aspects, suggestions for “development conditions” can be made, in line with relevant factors.