

Draft Minutes of the Annual Parish Council Meeting held on Monday 20th May at 7.30pm at Marton Primary School

Part 1 Public and press present

Present

Cllr. John Rylands
Cllr. Lucy Nixon
Cllr. Barrie Nolan
Cllr. Phil Cheetham
Cllr. Alistair Goodwin
Cllr. David McGowan
Elizabeth Worrall – Clerk

Apologies

Cllr. Sue Webborn

1. To elect the Chair for 2024 / 2025

It was **RESOLVED** to elect John Rylands as Chair for 2024 – 2025.
There were no members of the public present for initial questions and comments.

2. To receive and approve apologies for absence

Cllr. Webborn had sent their apologies for absence.

3. To receive any declarations of interest

Cllr. Nolan declared his interest as a member of the Parochial Church Council.

4. To elect the Vice Chair for 2024 / 2025

It was **RESOLVED** that Sue Webborn be elected as Vice Chair 2024 – 2025, having confirmed her acceptance to Councillor Rylands.

5. To receive and resolve to approve the minutes of the Parish Council meeting held on 6th February 2024

It was **RESOLVED** to approve the minutes of the 6th February.

6. To approve Councillor responsibilities for 2024/2025

It was **RESOLVED** to adopt Councillor responsibilities in the same form as last year.

7. To receive the internal audit report for 2023/24 and, if relevant, to note the recommendations and the action plan.

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Signed

Dated

The Council noted the auditor's comments and had the following comments:

- Councillors noted the comment relating to £540.00 which had been accounted for in the last financial year. The Council feel that all has been accounted for correctly and will not change their AGAR, especially as they are adopting online banking ahead.
- It was noted that the Clerk had made an error on the cashbook in calculating the VAT. This has been rectified.
- The Clerk will amend the minutes and agenda for September 2023 to note the spend made (as this was only a partial receipt).

It was **RESOLVED** to note the internal audit report and to approve the draft Council response.

Thanks were extended to the Clerk and to Steve Waltho for their hard work.

8. To review and sign Section 1 Annual Governance Statement 2023/24 of the AGAR

It was **RESOLVED** to sign and approve Section 1 of the AGAR.

9. To review and sign Section 2 Accounting Statements 2023/24 of the AGAR

It was **RESOLVED** to sign and approve Section 2 of the AGAR.

10. To review and complete the Certificate of Exemption for 2023/24

It was **RESOLVED** to sign and approve the Certificate of Exemption.

11. To confirm the Public Inspection Period (Notice of Public Rights)

It was **RESOLVED** to confirm the Public Inspection Period, commencing on the 3rd June.

12. To review and re-adopt Standing Orders

It was **RESOLVED** to approve the Standing Orders.

13. To review and re-adopt Financial Regulations

It was **RESOLVED** to approve the Financial Regulations.

14. To informally discuss Marton's experience of creating a Neighbourhood Plan with Councillors attending from North Rode Parish Council

Councillors shared their experience of creating a neighbourhood plan with representatives from North Rode Parish Council (Cllr. Bailey and their clerk, Brenda). The Clerk will connect Councillor Nixon and McGowan with Councillor Bailey.

15. To receive an update on footpaths

It was noted that Cllr. Rylands had written to the footpaths team relating to a flooding issue. The Clerk will try and find the contact at Ramblers who Councillors had liaised with previously.

A second issue with a footpath has been noted by a Marton resident and passed

on to Eaton Parish Council.

16. To receive an update on planning applications

a) Marton Meadows Golf Club

i) 21/6443 - Extension Including landfill

Councillors Rylands and McGowan will seek to gain an update ahead of the next meeting. It was proposed to gain a meeting with a senior representative of planning to discuss this issue, Barlow and Cherry Barrow Farm.

ii) 20/4440M - Driving Range

No issues have been noted.

b) Barlows

See note above

c) Cherry Barrow Farm

i) tipped soil and debris

See note above

ii) 22/4221M - Construction of a new stable block

Not decided.

d) Brookside Cottage 22/4146M.

Not decided.

e) Sandpit Farm 23/1363M

Certificate of Lawful use issued – this will be removed from the agenda ahead.

f) Brickyard Farm 23/2596M

Concluded – this will be removed from the agenda ahead.

g) Marton Church – hedge removal

The removal of the protective hedge has been reported to Planning Enforcement and acknowledged.

17. To receive an update on Marton Primary School

The Primary School is still considering how they can reduce speeding within the area. It was **RESOLVED** that Cllr. Rylands will speak to the school in the first instance and, if needed, Cllr. Rylands will then draft a letter which will be sent to the Clerk and then forwarded on to Highways for their consideration.

18. To receive an update on Village Maintenance Projects

a) Marton Environmental Plan

Cllr. Rylands has spoken with John Purcival regarding the plan. The Parish Council are keen to get Capesthorpe involved and a further update will be provided at the next meeting.

b) Planters

Cllr. Nolan and Cheetham will purchase plants to fill the planters. The Clerk will confirm how much was spent last year and a similar budget will be used. Cllr. Nolan will also ask the school if they are able to provide a small financial payment again.

c) Oak Lane Hedges

Councillors confirmed that Cheshire East have responsibility for the 'inside' of the hedge. Cllr. Rylands suspects that Cheshire East will pass this on to Highways. It was **RESOLVED** that a letter will be written to Highways, noting the danger of the hedge.

d) Village Green

There has been no movement on the grant application. It was **RESOLVED** to complete a small working party to go to the Village Green and neaten up the area (removing weeds etc.) Cllr. Cheetham will arrange for creosoting of the benches.

e) Wildflowers

Individuals have come out to plant seeds around 8 – 12 weeks ago. This has covered the area that we completed last year. Plants are coming through, but nothing is flowering yet.

f) Litter pick

A litter pick was completed in March. The rubbish was collected by Cheshire East. It was noted that the A34 south was particularly bad, so this area may need additional focus next time. It was suggested that a vehicle could follow the litter pickers in this area next time. Thanks were extended to the Cllr. Nixon and the Campeys for their support.

g) Litter signs

John Purcival has noted the success of the signs. It was **RESOLVED** to buy approximately five more signs for their display around the village.

h) Dog mess

An issue had been noted with dog mess being placed in the water butts in the village. It was **RESOLVED** to purchase additional dog mess signs alongside the litter signs, specifically signs posting to the nearest dog waste bin or asking for waste to be removed and 'taken home.'

19. To receive an update on Village Matters

a) Coffee Mornings / Davenport Arms

Cllr. Rylands reported that these had been successful and will restart again in September or October.

b) Marton Wakes

The Parochial Council have had their initial meeting; there is no specific news or

request, but assistance will be required closer to the time. A suggestion was made that the Parochial Council could produce a post-Wakes report on the successes and accounts/money raised as this would be well received within the village.

20. To receive an update on Highway and road safety matters

Both SIDs are now installed; the Parish Council have confirmed their installation with Cheshire East.

Cllr. Goodwin has reported several issues online – faded chevron signs and damaged road signs.

An informal comment has been made to Councillor Rylands regarding the SID sign which is causing issues with wedding photographs. Cllr. Nolan will discuss this with the Parochial Council and will provide an update. Cllr. Goodwin will be able to assist with this discussion if needed.

Cllr. Nixon has reported potholes to Cheshire East via the ‘Fixmystreet’ service and this was fixed within only a few weeks. Thanks were noted to Cheshire East. Cllr. Goodwin will report some additional potholes on Oak Lane.

**21. To receive an update on the Parish Council website
Including discussion of NALC communication bulletin received late April 2024**

Cllr. Nixon shared that there is a ‘push’ for all Parish Councils to move to a .gov.uk domain. Cllr. Nixon shared that the cost for a .gov.uk domain name would be around £10 per year and moving the website to a different provider. The cost of a different provider would be c.£350.00.

It was **RESOLVED** to keep this ‘as is’ for now and that the precept will be raised for 2025/2026 to accommodate this change.

22. To receive and resolve to approve the accounts for payment:

BALANCE OF ACCOUNT = £3,546 (as of date of last bank reconciliation)

PAYMENTS MADE

None since completion of AGAR

PAYMENTS RECEIVED

£1,750.00 Precept First Instalment

PAYMENTS TO BE APPROVED

£200.00 Wildflower seeds (receipt to be provided post purchase)

£14.55 John Rylands’ expenses (coffee morning)

£78.63 John Rylands’ expenses (Village Meeting)

£70.68 CHALC Membership

£60.00 DM Payroll Services

£71.40 HMRC

£14.50 Phil Cheetham expenses – Christmas tree (receipt to be provided post purchase)

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Signed

Dated

£50.00 Litter signage (receipt to be provided post purchase)
£50.00 Dog waste signage (receipt to be provided post purchase)

Bank Reconciliation (year opening) to be reviewed and signed by the Chair

It was **RESOLVED** that Councillors Goodwin, Nixon and Cheetham will be added to the bank account as signatories.

The Clerk will flag e-mails and create a list of payments ahead.

23. To discuss current processes for online payments and the Clerk receiving bank statements

The Clerk will create a payment list as stated above in

The Clerk noted the the bank statements are still delayed in receiving the bank statements. Cllr. Rylands will send the bank statements to the Clerk each month at around the 10th of each month. The Clerk will set up a reminder for this.

24. To receive updates from any members attending external meetings

Cllr. Rylands has attended the Eaton Quarry Liaison meeting (Tarmac). They are extending slightly towards Marton by 600 yards.

25. To note any other correspondence, including a report from the Cheshire East Ward Councillor (if present) and the PCSO

Councillor Smetham shared an update – this included an inadequate OFSTED rating for Cheshire East provision for care leavers, details of several grants for vulnerable children and young people and a discussion on Cheshire East's financial troubles. Cheshire East has a significant deficit (compared to a surplus 12 months ago) and it is looking likely that a Section 114 notice will be issued shortly.

The Ward Councillor budget has been reduced. Councillor Smetham has completed a tour of the ward with a Highways representative and a suggestion has been made to replace the signage near Cockmoss Lane – this falls outside of Marton.

Councillor Smetham shared about the appointment of the new Mayor (Marilyn Houston, Crewe West).

26. To consider the archiving of Council records

It was **RESOLVED** that the Clerk will destroy any records (other than financials and minutes) for the period pre-2010.

27. Any other business

A query was raised by Cllr. Nolan regarding previous donations that Parish Councils have made to the Church and why these had stopped. The Clerk and Chair confirmed that it is no longer legal for the Parish Council to make donations to the Parochial Church Council and so, despite the long-standing arrangement, these needed to cease promptly. The Parish Council is happy to support the

Church in other ways but is no longer able to do so financially.

28. To note the date of the next meeting 16th July 2024

It was **RESOLVED** to set the below dates for early 2025.

4th February

11th March

13th May

It was **RESOLVED** to invite a contact from the Cheshire Wildlife Trust (who recently spoke at a neighbouring Parishes APM) to speak on the 11th March 2025.

Action Points

- The Clerk will amend the minutes and agenda for September 2023 to note the spend made (as this was only a partial receipt). These will then be uploaded by LN on the website.
- The Clerk will submit the AGAR to PKF.
- The Clerk will pass a series of papers to LN, for uploading on the website. This includes the AGAR and the notice of public rights.
- SW will post the notice of public rights within the noticeboard on or before the 31st May 2024.
- The Clerk will connect Councillor Nixon and McGowan with Councillor Bailey.
- The Clerk will try and find the contact at Ramblers who Councillors had liaised with previously.
- JR and DM will try and arrange a meeting with LS and appropriate representatives from planning to discuss several planning issues.
- JR will speak to the school regarding speeding and, if needed, will then draft a letter which will be sent to the Clerk and then forwarded on to Highways for their consideration.
- JR will consider involving the Capesthorne Estate in the Council's Environmental Plan.
- PC and BN will purchase plants to fill the planters.
- JR will write a letter to Highways, noting the danger of the Oak Lane Hedge.
- PC will arrange for creosoting of the benches and a small working party to tidy up the village green.
- DM and JR to make the purchase of litter / dog waste signs for the village.
- BN (with support from AG if needed) to discuss the placement of the SID with the PCC.
- AG to report potholes noted on Oak Lane to Cheshire East.
- JR to arrange for LN, PC and AG to be added to the bank as signatories.
- The Clerk will produce a list of approved payments and will send through to JR for payment to be processed.
- The Clerk to set a reminder, to ask JR for the bank statement each month.
- The Clerk will destroy any old Council records (barring documents of value, financials and minutes) dating prior to 2010.
- The Clerk will send out digital invites for the proposed 2025 meetings.
- The Clerk will extend an invite to a speaker from Cheshire Wildlife Trust, for next year's village meeting.