



The Parish Clerk, 13 Heywood Close, Alderley Edge, Cheshire. SK9 7PP  
Tel: 07429 570902 Email: [chorley.clerk@gmail.com](mailto:chorley.clerk@gmail.com)  
Website: [www.chorleypc.org](http://www.chorleypc.org)

ANNUAL MEETING OF CHORLEY PARISH COUNCIL  
Wednesday 05<sup>th</sup> May 2021  
6.30pm The meeting was held virtually by Zoom video technology.

### MINUTES

Present: Cllr Richard Barraclough, Cllr Sophie Beever, Cllr Barry Durbar (Chair of Chorley Parish Council), Cllr Helen Keefe & Cllr Simon Watkins  
Also Present – Ashley Comiskey Dawson (Clerk)  
Cllr Iain MacFarlane

1) To elect a Chair to Chorley Parish Council and sign the declaration of acceptance of office. **21/030**

Cllr Watkins nominated Cllr Durbar, seconded by Cllr Barraclough.

**Resolved: Unanimously.**

Cllr Durbar was duly elected as Chair of Chorley Parish council for 21-22.

2) Apologies for absence: **21/031**

Apologies received from Cllr Rainey.

3) To receive Declarations of interest and requests for dispensation to discuss, or discuss and vote on a matter in which a Member or co-opted Member has a Disclosable Pecuniary or non-pecuniary interest (DPI): **21/032**

None.

4) **Parishioner's attendance:** Introduction and opportunity for attendees to share points of Parish interest & Open Forum-Comment and questions concerning items on this agenda may be put to the Council by the public during this period. The maximum time allotted for public speaking is 15 minutes: **21/033**

None.

5) To elect a Vice-Chair to Chorley Parish Council and sign the declaration of acceptance of office. **21/034**

Cllr Durbar nominated Cllr Barraclough, seconded by Cllr Watkins.

**Resolved: Unanimously.**

Cllr Barraclough was duly elected as Vice-Chair of Chorley Parish council for 21-22.

6) To elect a Chair to the Councils Planning committee. **21/035**

Cllr Barraclough nominated Cllr Rainey, seconded by Cllr Durbar.

**Resolved: Unanimously.**

Cllr Rainey was duly elected as Chair of Chorley Parish council planning committee for 21-22.

7) Appointments to areas of responsibility **21/036**

- i. CHALC – Cllr Durbar
- ii. Lindow Trust – Cllr Barraclough
- iii. The Police Forum – Cllr Durbar
- iv. Bridle paths, Footpaths and Tree Warden – Cllr Barraclough
- v. Highways – Cllr Watkins
- vi. Chorley Chat /Website – Cllr Beever
- vii. Airport Liaison – Cllr Keefe
- viii. Planning – Cllr Rainey

8) To approve and sign the Minutes of the meeting held on the 07<sup>th</sup> April 2021: **21/037**

Cllr Durbar proposed, seconded by Cllr Beever to approve and sign the Minutes of the meeting held on the 07<sup>th</sup> April 2021.

**Resolved: Unanimously.**

**9) Matters Arising 21/038**

- i. Update on cemetery gatehouse. Cllr MacFarlane had a response from a CE officer noting that they were looking at options of marketing the cemetery lodge and in conjunction with Orbitas were looking at options for parking.
- ii. Update on a new Parish Council Website – request sent to ChALC.
- iii. The clerk noted that a number of councillors had indicated their interest in obtaining some litter picking equipment. Cllrs Keefe and Beever also indicated their interest at the meeting. The clerk had circulated an indicative price list, but the equipment was seen as being quite expensive. Also noted that it could be donated to the local primary school if they wanted to pursue a litter pick initiative. Cllrs agreed without a vote to spend up to £100.00 on some litter pickers for CPC and asked the clerk to liaise with the school and bring his findings on their interest in such an initiative back to the July council meeting.

**10) Highways Issues 21/039**

- I. Consolidated List attached as a separate spreadsheet. – Updated
- II. Brook Lane grid – blocked – Still awaiting permission from UU to connect to their network.
- III. New School signs for Knutsford Road from CE Area Highways Group. Should have been installed w/c 19<sup>th</sup> April, however this has been delayed.
- IV. Flooding of Foden Lane
- V. Sink Hole on Foden Lane
- VI. Potholes – Cllr MacFarlane noted some potholes have recently been filled in.

**11) To Review the Council's level of insurance provision and agree a new insurance contract. 21/040**

Cllr Watkins proposed, seconded by Cllr Durbar to agree to a new three year insurance contract with Zurich with a set premium of £399.82 per year.

**Resolved: Unanimously.**

**12) To review and agree the Parish Council's 2021/22 Risk Assessment. 21/041**

Cllr Durbar proposed, seconded by Cllr Beever that following recommendation from the internal auditor to update the risk assessment with regards to procurement fraud, and this being having completed to agree the 2021/22 CPC risk assessment.

**Resolved: Unanimously.**

**13) To receive and respond to the internal auditors report for 2020/21. 21/042**

The internal auditors report was noted and issues 1 & 2 were easily rectified, issue 3 regarding a medium term financial plan was discussed and councillors would consider a projects list and discuss a medium term financial strategy at a future meeting.

The internal auditors report was accepted by all councillors without a vote.

**14) To review the Council's Standing Orders. 21/043**

The council were satisfied that the current SO's were adequate having been adopted in 2018 and would be reviewed in 2022.

**15) To review the Council's Financial Regulations. 21/044**

The council were satisfied that the current financial regulations were the most up to date version and did not require review.

**16) To appoint an Internal Auditor. 21/045**

Cllr Durbar proposed, seconded by Cllr Keefe to appoint JDH Business Services as the CPC internal auditor for 2021/22

**17) To review the council asset register. 21/046**

Councillors were satisfied that the assets register was up to date.

**18) Planning**

**1) Decided List: 21/047**

- a) 20/5604M Land at, PROSPECT LANE, ALDERLEY EDGE – **Awaiting Decision.**
- b) 20/5391M Foden House, FODEN LANE, ALDERLEY EDGE, SK9 7SX – **Awaiting Decision.**
- c) 20/5380M 1, CARR LANE, ALDERLEY EDGE, SK9 7SL – **Approved with Conditions.**
- d) 20/5475M Alderley Edge W W T W, CARR LANE, ALDERLEY EDGE, SK9 7SL – **Awaiting Decision.**
- e) 21/0076M 83, KNUTSFORD ROAD, ROW OF TREES, ALDERLEY EDGE, WILMSLOW, CHESHIRE, SK9 7SH – **Awaiting Decision.**
- f) 21/0107M 2, PROSPECT COTTAGES, PROSPECT LANE, ALDERLEY EDGE, SK9 7ST – **Awaiting Decision.**
- g) 21/0262M PLUM TREE COTTAGE, GORE LANE, ALDERLEY EDGE, WILMSLOW, CHESHIRE, SK9 7SP – **Awaiting Decision.**
- h) 20/2468M - Land to which the application relates is, Field adjacent to Birch House, Gore Lane, Alderley Edge, SK9 7SP - Proposed PV Ground Mounted Solar Panel Installation. **Awaiting Decision.**
- i) 20/4659M – Variation of condition 2 on approval 20/0279M. Trafford House Farm, Beswicks Lane, Alderley Edge, SK9 7SN. – Comments added. **Approved with Conditions.**
- j) 21/1234M BEECHWOOD, FODEN LANE, ALDERLEY EDGE, WILMSLOW, CHESHIRE, SK9 7TH **Awaiting Decision.**
- k) 21/0506M Kindle Cottage, 60 A, Knutsford Road, Alderley Edge, SK9 7SF **Awaiting Decision.**
- l) 21/1278M Copper Beeches, CHELFORD ROAD, GREAT WARFORD, SK9 7TL  
Chorley Parish Council have no objection to the application.  
**Awaiting Decision.**

**2) New Applications: 21/048**

- a) 21/1849M 67-69, KNUTSFORD ROAD, ALDERLEY EDGE, SK9 7SH  
Chorley Parish Council have no objection to planning application 21/1849M
- b) 21/1933M 35, Knutsford Road, Alderley Edge, SK9 7SD  
Chorley Parish Council have no objection to planning application 21/1933M.
- c) 21/2299M BROOM HOUSE, CHELFORD ROAD, ALDERLEY EDGE, WILMSLOW, CHESHIRE, SK9 7TQ
- d) 21/2432M The Coach House, 87A, KNUTSFORD ROAD, ALDERLEY EDGE, CHESHIRE, SK9 7SH

Weekly planning lists – circulated by email

**19) Finance 21/049**

- i. Cash Book and Bank Reconciliation for financial year 2021/22 to be agreed and signed
- ii. Order of payment of accounts & Cheques for May & June 2021 to be agreed and signed
- iii. To agree and sign the Exemption from External Audit Certificate for 2020/21.

Cllr Durbar proposed, seconded by Cllr Watkins to approve and sign the Cash Book and Bank Reconciliation for financial YTD 2021/22 and the order of payment of accounts for May and June 2021 totalling £1122.01.

**Resolved: Unanimously.**

Cllr Durbar proposed, seconded by Cllr Watkins to approve and sign the Certificate of Exemption from External Audit for 2020/21.

**Resolved: Unanimously.**

**20) Notices & Correspondence 21/050**

- i. All correspondence has been circulated to all councillors either by hand or via email
- ii. Cllr Durbar attended the recent CE Town and PC conference and noted they had now disbanded the area highways groups, now each ward councillor will receive an annual budget of £4,200.00 to spend on highway issues which they feel are necessary. Also noted that grids will be put on a 18 month service regime and that if

a request for emptying falls outside of this regime, it will cost £500.00 per empty. The highways officer, Andrew Ross, also indicated that CE will be running a pilot scheme whereby if a request is made for hedge cutting or verge trimming or other such highways request; this service will be charged out to the relevant town / parish council at £500.00 per day.

21) Date of next meeting **21/051**

21<sup>st</sup> July 2021

Meeting closed at 6:58pm

Chairman of Chorley Parish Council  
Cllr B Durbar  
05<sup>th</sup> May 2021

Date Raised	Action	Cllr / Officer Responsible	Target Date for completion
22-07-20 <b>07-04-21</b>	Update on missing TRO's from Ward Councillors – Potential money from Cheshire Road Safety Group	Passed to PCSO James Morris – Request further update on timescales	ASAP
19-04-16 <b>07-04-21</b>	Use of Cemetery Gatehouse Potential Marketing Option - CE	Cllr Durbar / MacFarlane	On-going
22-07-20	White lining on Dingle Avenue	Clerk / Jeremy Hough	Unfortunately no funding for the CRCT works at this present time however, such issues on the network are noted and this location been one of them, all such issues considered on a priority based approach.
01-10-17	Foden Lane - Flooding	Andy Wilson CE Flood Risk	Awaiting response from Area Highways Officer. See Sink Hole – Foden Lane
01-06-18	Foden Lane - Bracken (Regular cutting by CE over three years)	CE LHO - Jeremy Hough	This location should be on the vis-cut, I've sent an email to the green ops manager, although I will checkout this week myself.
04-03-20	Sink hole on Foden Lane	Jeremy Hough / CE Highways / HSE	This location is placed on the capital schemes of repair where the barriers are placed around on the verge however, the drainage improvement over the little bridge is identified and details of the priority criteria is on the Cheshire east website.
??	Grid outside Avocet Steel - Flooding Brook Lane RAB - UU pipe connection	UU / CE Highways	New Case reference received: 6864289. This again is still ongoing although still placed with the capital dig-up schemes I'm of the understanding UU rejected the first application to connect to their system, capital now in new discussions with UU.

			Highways have written to UU again to request connection.
04-03-20 <b>07-04-21</b>	School Sign Installation - Knutsford Road CPC to purchase new signs <b>Installation date 19<sup>th</sup> April 2021</b>	Cllr Durbar / CE Highways – W. Lowe / clerk	CE Highways engineer preparing detailed design. Funds allocated through Wilmslow AHG.
22-07-20  16-09-20	Liaise with Cllr C Browne regarding speed reduction measures on Knutsford Road.  Speed review of Chelford Road.	CPC / Cllr Browne / Cllr Goldsmith	ASAP Cllr Goldsmith has made internal request to CEC for a contact name for the Cheshire East Road Safety Executive Board.
21-10-20	Investigate new website options	CPC Clerk / ChALC	21-07-2021
05-05-21	School interest in litter pick equipment	CPC Clerk	21-07-2021
03-03-21	Circulate explanation and evidence for maintaining status quo on the CE boundary review.	Cllr Barraclough	Completed – next steps awaited from CEC
03-03-21	Obtain quotes for and prepare leaflet campaign for boundary review	Clerk	Completed– next steps awaited from CEC