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**NOTES OF A TELECONFERENCE HELD ON WEDNESDAY 23RD SEPTEMBER 2020 AT 7.30 PM**

Councillors: Ian Walton (Chairman), Peter Sherlock, Colin Ford and Jonathon Roberts

Parish Clerk - Gaynor Hawthornthwaite

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|  | Following the guidance that had been received from Chalc about holding Parish Council meetings, the PC agreed to hold a teleconference for the September 2020 Parish Council meeting. |
| **1.** | **APOLOGIES FOR ABSENCE**  Councillors John Bunting, Jane Challoner, John Gilding, Pam Brook and Harry Gorse. |
| **2.** | **DISCLOSURE OF INTERESTS**  Councillor Walton declared a personal interest in planning application number 20/02987/FUL on the grounds that the land is next door to where he resides and would not take part in the debate when the PC considered this application. |
| **3.** | **APPROVAL OF THE MINUTES OF THE TELECONFERENCE MEETING HELD ON 5th AUGUST 2020**  These were unanimously approved as a correct record and will be signed by the Chairman at the next Parish Council meeting. |
|  | **Open Forum**  There were no members of the public in attendance at the meeting. |
| **4.** | **SAFETY AND SECURITY**  Councillor Walton referred to the Neighbourhood Alerts about matters of general information and national information that are received from Cheshire Police and asked how these could be circulated to the residents of Manley. The PC agreed that it would be helpful for Manley residents if any safety and security matters that are relevant to Manley, could be detailed as a post in the Next-Door Manley circulation and also listed on the PC website.  **Action – Councillor Walton to follow up including a post in Next-Door Manley and Councillor Roberts to add any relevant alerts to the website.** |
| **5.** | **ENVIRONMENTAL MATTERS**  Councillor Sherlock reported that the bin on the playing field has not yet been emptied despite CW&C confirming that it would be and the rubbish is now spilling out from the bin.  It was noted that the bin is one of the items that Councillor Deynem is following up with CW&C on behalf of the PC. |
| **6.**  **7.**  **8.** | **HIGHWAYS**  **6.1 State of the Roads – Update on the status of the review of the roads**  Following the last PC meeting, a Manley map which identified all the highways issues and footpaths that require immediate attention had been sent to Councillor Deynem and was shared at the meeting.  It was agreed that the overgrown footpath on Manley Road should be added to the map.  **Action – Councillor Walton to update the map with the footpath and to write to the landowner Manley Knoll about the removal of the sandstones on the grass verge.**  **6.2 Manley Road – Discuss resident’s concerns (email of 6th Sept), and agree next actions**  Following the email that had been received from a resident about their concerns regarding recent changes in road usage, (ie more cyclists and walkers) particularly on the B5393, the PC had considered this prior to the meeting.   The PC agreed the following:   * To ask the PCSO and CWaC Highways to do a speeding check/measure of the speed of vehicles and * To ask CW&C Highways about the feasibility of additional signage, advising motorists of walkers, horses and cyclists.   As there are different speed limits on this stretch of road and is a multi-parish issue (Mouldsworth and Alvanley PC), the PC are to follow this up with Councillor Deynem.    **Action – Councillor Walton to follow up with the PCSO, Mouldsworth and Alvanley Parish Councils, CW&C Highways and Councillor Deynem.**  **COMMUNITY**  **7.1 Memorial Garden update**  Councillor Sherlock is to arrange for a replacement beech tree to be planted in the garden sometime in October/November. The PC had agreed to fund the cost of the replacement tree.   * 1. **Update on Village Hall Committee**   Councillor Walton gave the following update:   * there are now 2 extra members on The Village Hall Committee – a representative from the tennis club and the Pilates class teacher. * The refurbishment of the bar at the village Hall has not yet started. The Committee have made an application for a grant towards this work and a decision on the application should be received in October. * Work is continuing on updating the Village Hall website. The contact details and composition of the Village Hall Committee are to be added to the website.   **Action – Councillor Roberts to update the website.**  **7.3 Kingswood Park Defibrillator update**  Councillor Gilding is continuing to follow up the purchase of a defibrillator for Kingswood Park.  **Action – Councillor Gilding to continue to follow up.**   * 1. **Parish Council Website**   Following the updates that had been made to the new website by Councillor Roberts, the following further amendments were suggested before going live:   * Privacy policy to be amended * Zumba class to be added to the list of clubs * Parish Councillor contact mobile numbers to be added * The 2018 PC Risk Assessment to be updated   The PC are continuing to arrange for a manleypc email address to be used by all the Parish Council.  Once Councillor Roberts has made the above changes, it is proposed that the new website should then go live.  **Action – Councillor Roberts to make the agreed changes to the new PC website.**  **PLANNING APPLICATIONS**  No applications had been received for consideration at the time of the publication of the agenda. |
| **9.** | **FINANCE**  **Amendment to Clerk’s Salary and backdated payment to April 2020 – 2020/21 Pay Settlement**  Following the information that had been received from Chalc about the National Joint Council for Local Government Services (NJC) new pay scales for 2020/21 to be implemented from 1st April 2020, it was noted that the Clerk’s Salary is now Point 17 on the new scales.  It was agreed that the monthly standing order for the Clerk’s Salary should be amended to £213.68 (16 hours x £12.73 per hour + £10.00 Working from Home Allowance) with effect from 18th October and a backdated payment to be made of £32.64 (Difference in salary from April-September 2020).  **Action – Two bank signatories to authorise the amendment to the Standing Order and backdated payment and Clerk to notify Payroll of the change in salary.**    **Review of Current Financial Position**  The PC bank account balance as at 10th September was £17,617.78. A financial report and September Budget Monitoring Report had been circulated prior to the meeting.  Although the PC had agreed to contribute funding towards parish events, no events are planned in the  current Covid-19 restrictions. It was, therefore, proposed that the PC should consider whether they could assist with funding for projects that would help the people of Manley during the Covid crisis.  One suggestion was that as the Parish Field is currently being well used, the PC could consider funding  the cost of replacement football nets and goalposts.  **Action – Councillor Walton to follow up the costs of replacement football nets and goalposts.**  The following online payment had been approved for payment since the 5th August meeting:   * 26th August 2020 – Reimbursement to Mrs G Hawthornthwaite – Payment of Stamps – £11.42   The Clerk mentioned that the toner cartridge for the PC printer needs to be replaced. The PC agreed that the Clerk could purchase a replacement cartridge. |
| **10.** | **CLERK’S REPORT AND CORRESPONDENCE**  The Clerk reported on the following correspondence that had been received:   * Chalc Bulletins * Virtual Chalc Annual Meeting – 19th Nov 7 pm * From CW&C - COVID-19 reflections and next steps – invitation to join the Leader of Cheshire and West and Chest Council, Cllr Louise Gittins and the Chief Executive, Andrew Lewis for an online meeting to reflect on the pandemic and look to the future - Monday, 5 October from 2pm – 4pm. |
| **11.** | **DATE OF NEXT PC MEETING**  The next PC teleconference is to be held on **Wednesday 21st October 2020 at 7.30 pm** |
|  | **ANY OTHER BUSINESS**  The following applications had been received following the publication of the September agenda:   * **20/02879 FUL** - Land At Pingot Lane Manley Frodsham - Erection of stable building – Any comments to be submitted to the Clerk before 28th September. * **20/02987/FUL** - Land At New Pale Road Manley Frodsham - Hardstanding for approved stables (Retrospective)   After considering this application, Councillor Ford agreed to compile the PC’s response and forward to the Clerk to send to CW&C Planning by 6th October.  Teleconference closed at 9.05 pm |