

**MINUTES OF A MEETING HELD ON WEDNESDAY 1st DECEMBER 2021 AT 7.30 PM
AT MANLEY VILLAGE HALL**

Councillors: Ian Walton (Chairman), Pam Brook, Jane Challoner, Colin Ford, John Gilding, Mark Gilson
and Jonathon Roberts

Cheshire West and Chester Ward Councillor Hugo Deynem (for part of the meeting)

Parish Clerk - Gaynor Hawthornthwaite

1. APOLOGIES

Apologies were received from Councillors John Bunting and Peter Sherlock.

2. DISCLOSURE OF INTERESTS

Councillor Walton declared a personal interest in planning application 21/02611/FUL - Land at New Pale Road on the grounds that the land is next door to where he resides.

3. APPROVAL OF THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 20th OCTOBER 2021

These were unanimously approved as a correct record and signed by the Chairman, subject to the following amendment:

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In the meantime, the PC are to follow up with Councillor Brook, who was registered with the Arboricultural Association, whether she would be able to cut down the tree with the appropriate insurance.

Public Speaking Time/Open Forum

There were no members of public in attendance.

4. SAFETY AND SECURITY

No items reported.

5. ENVIRONMENTAL MATTERS

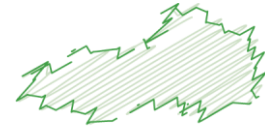
No items reported.

6. HIGHWAYS

6.1 State of the Roads – Update on the status of the review of the roads and agree next steps

There has been no action on the following areas that require resurfacing treatment:

1. Manley Road from Yarangal Green to the B5393. This has been patched up before but still seems to fall apart quite quickly



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2. B5393 junction with Dark Ark Lane and New Pale Road. The surface on this bend is steadily deteriorating and road marking are worn
3. Tarvin Road – Moss Lane T junction. The road surface is uneven and the road markings are worn.
4. Manley Lane from Norton's Lane to Cob Hall Lane – this is in a very bad state
5. New Pale Road – this has sunken areas where services have been installed, and the road markings are worn.

The CW&C Highways response to the above, was to the effect that road repairs were carried out in accordance with policies, priorities, and budgets, and that they were not currently on any list of pending repairs.

Councillor Deynem mentioned that a Sandstone Parish Council's Group (SPCG) is to be set up which will provide a forum in which parish council members of all six parish councils in the Sandstone Ward could share knowledge and discussion for the benefit to the PCs and their residents. The first meeting of the group is to be held on 7th December 2021.

The SPCG will identify key areas of activity and improvement opportunities that affect more than one PC and consider collective efforts and opportunities to drive best practice and improvements whilst improving joint working within the Sandstone ward.

The Group will provide a collective voice to and point of contact with Cheshire West and Chester Borough Council (CWaC) on matters concerning more than one PC within the SPCG.

Action – Councillor Walton to attend the Sandstone Parish Council Group Meeting on 7th December.

6.2 Manley Road – Tarvin Road - Speed Limit; update since last meeting (IW)

There has been no update from CW&C on the speed survey from Manley Road to Tarvin Road, which is to be undertaken sometime in the Autumn.

CW&C Highways had confirmed that although a 30-mph speed limit on this stretch of the road does not meet various criteria for a change in speed limit, a speed survey could be carried out.

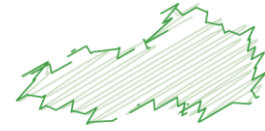
Councillor Deynem referred to a CW&C Speed Limit Policy Review consultation that is to be undertaken and suggested that the PC could submit any comments/specific points relating to the speed limits on the roads in the Manley area to be considered as part of the review.

Action – Any comments/specific points relating to the speed limits on this stretch of the road to be forwarded on to Councillor Deynem as part of the community consultation on the speed limit policy review.

6.3 Other Highways Items

Following the October PC meeting, Councillor Deynem provided an update on his discussions with CW&C PROW and Planning relating to the Sandstone Trail path interface with the Forest Lodge entrance road. The outcome of which is that there are no planning conditions that could be enforced, and PROW suggested that the PC approaches the Management Company of the Lodges development to raise the issues about the signage or other suitable controls.

Following the update from Councillor Deynem, Councillor Walton had contacted the Forest Holidays Management Company to report the near misses and to find out what control measures are to be put in place in the section of roadway, which is the access road running from Ashton Road to Forest Holidays which has three main problem areas for forest users, which are detailed below. The confusion arises



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because there are lots of sections of bridleway marked 'Delamere Loop' in the forest and on CWaC's interactive map. Referring to the attached map, the areas of interest are sections:

- A to B, which is bridleway and signposted Delamere Loop is especially narrow and when cars pass horses there is little clearance unless the horses leave the track
- C to D is part of the Sandstone trail, and a bit wider, so it's possible for walkers to stand off track
- D to E is bridleway again, and although wider than A-B, still little clearance for cars and horses.

Action – Councillor Walton to write to Forest Holidays to request more signage and updates to the current Delamere Forest maps/information/flyers.

- Councillor Ford is continuing to follow up with CW&C Highways the missing sign on the footpath off Sugar Lane. Highways are arranging for a new bridleway sign to be installed and are planning to write to the landowners reminding them that the bridleway is open to public use.

Action – Councillor Ford to continue to follow up with CW&C PROW Officer

7. COMMUNITY

7.1 Update on Village Hall Committee (IW)

Following the resignation of one of the committee members, there are now 8 Village Hall Committee members.

The Parish Council considered ways in which they could help to increase the use of the Village Hall, including proposals for fundraising activities. There were suggestions about holding a village event, to coincide with the Queens Jubilee in June 2022, a Manley Food Festival (which would be separate from the Manley Spring Fair) and to further promote the hire of the village hall. The PC are also to look at the Halls for Hire website to find out what events are being held in other parishes in the country.

8. PLANNING APPLICATIONS

8.1 21/04508/FUL – Hardstanding (Pingot Lane). At the current time, the PC had not received the details of this application.

8.2 21/02611/FUL (New Pale Road). Following this application's refusal, the Parish Council will review and respond to any future applications on this site.

9. FINANCE

Review of Current Financial Position

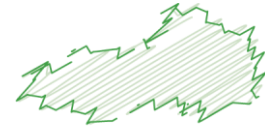
The PC bank account balance at 10th November 2021 was £14277.64.

Budget Monitoring

A budget monitoring report was circulated at the meeting, which detailed Spend to Date (£4014.72), Future Spend (£2773.41) and Predicted Spend (£6788.13).

A financial report, a proposed draft 2021/22 budget and the Manley PC Financial Processes were also circulated at the meeting.

Discuss and agree Precept for 2022/23



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After considering and discussing the discretionary and fixed items of expenditure, the level of general reserves and any required earmarked reserves and an increase in inflation, as well as the cost of running the Parish Council, it was proposed that the precept for 2022/23 should be increased by 5%.

Review and agree draft budget for 2023/24

The PC considered the proposed draft 2022/23 budget and the 3-year budget forecast. The discretionary and fixed items of expenditure, the level of general reserves and any required earmarked reserves that had been identified in the budget forecast were discussed and reviewed. There was a suggestion about including environmental projects in the Potential Capital Projects. The PC are also to follow up with CW&C the provision of green bins on Moss Drive.

The budget is to be reviewed and agreed at the January meeting when the precept for 2022-23 will be agreed.

Action – Councillor Walton to follow up with CW&C the ownership of the land near to Moss Drive and the provision of green bins.

Review and agree financial processes (in accordance with the Financial Regulations)

The Financial Processes was circulated at the meeting and the PC reviewed the following in accordance with the Financial Regulations:

- Governance (Financial Regulations 1.5)
- Banking (Financial Regulations 6)
- Internet Security (Financial Regulations 6)
- Annual Budget (Financial Regulations 3)
- Payments (Financial Regulations 6)
- Contracts and Tenders (Financial Regulations 11)

The only change that was proposed was the handing of cash. The PC agreed that we would not handle any cash, and that the Financial Processes would be updated to reflect this decision.

The PC agreed that the PC Financial Processes are robust and that they should continue to be reviewed at least once a year at a PC meeting. With regard to the Annual Budget (Financial Regulation 3), Reconciliation of expenditure against invoices, Councillor Gilding (who is not an authorised signatory) is to continue to check this on a quarterly basis (Financial Regulations 2.2).

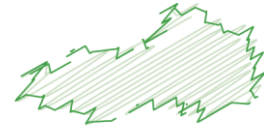
The following invoices to be processed as a Bacs payment:

- Room Hire at Village Hall – PC Meeting 1st December 2021 - £22.00 – Manley Village Hall
- Reimbursement Mr C Ellams – Unlimited Hosting Manley PC website - £59.99

Since the October 2021 the Clerk had purchased a new PC laptop (£399.00) and Office 365 for the new laptop (£59.99) totalling £458.99 on 2nd November 2021 and a bacs reimbursement payment of £458.99 was made to the Clerk on 4th November 2021.

The PC had received notification from CW&C that Manley Parish Council are due a Community Infrastructure Levy (CIL) payment of £1,259.23

Action – Clerk to follow up what the neighbourhood portion of CIL can be spent on.



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10. CLERK'S REPORT AND CORRESPONDENCE

The following PC meeting dates for 2022, starting at 7.30 pm at the Village Hall, had been agreed as follows

- Wednesday 19th January
- Wednesday 16th February
- Wednesday 23rd March
- Wednesday 20th April
- Wednesday 18th May
- Wednesday 22nd June
- Wednesday 20th July
- Wednesday 21st September
- Wednesday 19th October
- Wednesday 16th November

The following Bulletins and Circulars had been received since the October 2021 meeting:

Chalc

- Weekly Bulletins and Member Briefings
- Training courses
- Gallagher Communities Team invitation to a FREE webinar - 7th December at 6pm
- Consultation on Cheshire West and Chester Council's "Land Action Plan: for the climate and nature Emergencies"
- Latest Cheshire West Crowd media release
- The Queen's Platinum Jubilee Beacons 2nd June 2022 – Update
- Updated Policy Consultation Briefing - Environmental Permitting Regulations
- NALC Policy Consultation Briefing - PC7-21 Environmental Permitting Regulations

- Police and Crime Plan 2021-24

11. DATE OF NEXT PC MEETING

The date of the next meeting is **Wednesday 19th January 2022 at 7.30 pm**

Apologies were received from Councillor Roberts for the January meeting.

ANY OTHER BUSINESS

Councillor Brook referred to the boiler door at the Village Hall that needs attention.
Councillor Walton confirmed that the door is to be repaired.

The meeting closed at 9.25 pm