

Gawsworth Parish Council

Parish Clerk: Adam Keppel-Green BSc FSLCC
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www.gawsworthpc.org.uk



To the Members of Gawsworth Parish Council

You are summoned to attend the meeting of Gawsworth Parish Council to be held at 19:30 on Tuesday 9th July 2024 in Gawsworth Village Hall.

The public can also join the meeting at: <https://bit.ly/gawsworthparishcouncil> or watch live on Facebook at www.facebook.com/gawsworthlife.

Adam Keppel-Green
Clerk and Proper Officer
4th July 2024

AGENDA

- 1 APOLOGIES FOR ABSENCE**
To receive apologies for absence.
- 2 DECLARATIONS OF INTEREST**
In the interests of openness and transparency, members are to declare any pecuniary or non-pecuniary interests in relation to the items under discussion.
- 3 PUBLIC PARTICIPATION**
A period for members of the public to address the meeting.
- 4 APPROVAL OF PREVIOUS MINUTES**
To receive and confirm the minutes of the meeting held on the 11th June 2024.
Attachment – Minutes of the meeting held 11th June 2024
- 5 CHESHIRE EAST COUNCILLORS REPORT**
To receive a report from the councillors for Gawsworth and Macclesfield South wards.
- 6 CHRISTMAS LIGHT SWITCH ON ARRANGEMENTS**
To agree arrangements for a Christmas light switch on event.
- 7 PLANNING MATTERS**

To consider application 24/1848M – 20 Harrington Drive

8 STREETNAME PLATE REPLACEMENTS

To approve the purchase of replacement signs for Surrey Road, Woodhouse Lane and Rising Sun Road.

9 PLAY AREA IMPROVEMENT PROJECT

To receive a verbal update from the working group.

10 PARISH MATTERS

An opportunity for members to raise matters which require attention or future discussion.

11 FINANCE

To note the council's financial position year to date.

Attachment – Receipts and Payments statement 4^h July2024

To approve the following payments

Payee	Detail	Amount
GG Streetname Plates	Replacement Streetname Plates (x3)	163.60
M Herring	May and June Ranger Works	1,321.33
Northwich Town Council	June Contract Works	966.00
A Keppel-Green	July Salary and Reimbursements/Mileage	898.77
Tunncliffe Signs	Park 'No Dogs' Signs	138.24
NPower	June Street Lighting	30.99
	Total	3,518.93

12 STRATEGIC PLAN, PARISH MAINTENANCE AND ACTIONS LOGS

To review the Strategic Plan, Parish Maintenance and Outstanding Actions logs.

Attachments – Strategic Plan, Maintenance and Outstanding Actions logs.

13 QUESTIONS TO THE CLERK

An opportunity to raise questions to the Clerk.

14 PUBLIC PARTICIPATION

A period for members of the public to address the meeting.

15 DATE OF THE NEXT MEETING

To note that the next meeting will be held on Tuesday 13th August.

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Minutes

of the Council Meeting held

Tuesday 11th June 2024 in the Gawsworth Village Hall

24/020 PRESENT

Cllrs Shepherd (*presiding*), Hardy, Kinsey, Woods and Wright.

A Keppel-Green (Clerk)

24/021 APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Clarke, Dempsey, Mitchell and Richards.

24/022 DECLARATIONS OF INTEREST

No member declared an interest in any item.

24/025 PUBLIC PARTICIPATION

No members of the public were in attendance.

24/024 ELECTION OF DEPUTY CHAIR

It was **RESOLVED** that Cllr Hardy be elected Deputy Chair.

24/025 APPROVAL OF PREVIOUS MINUTES

It was **RESOLVED** to approve the minutes of the meeting held 14th May.

24/026 CHESHIRE EAST COUNCILLORS REPORT

Cllr Smetham provided an update on local ward budgets for highways explaining that to date no projects had been brought forward with the current term's funding. Cllr Smetham further reported that decisions on closures of libraries had been deferred due to the general

election and that underground surveys for the crossroads works were still being undertaken. The issue of queuing at the tip was raised and it was noted this had increased since other tips were closed resulting in a risk to road users from dangerous overtaking.

24/027 CHESHIRE EAST LOCAL PLAN CONSULTATION

It was **RESOLVED** to approve the consultation response with the following amendments:

- Amend 2.2 to refer to borough not county
- Under Q3E demand that reference to Gawsorth be removed
- Under Q3F refer to the importance of effective communication
- Under Q4A add the importance of early engagement with parish councils in both the master planning and detailed design stages
- Under Q6B require equal priority to affordable housing on strategic development sites be given to residents of surrounding parishes

24/028 PLAY AREA IMPROVEMENT PROJECT

Cllr Hardy reported that tendering had now commenced with a number of price points. The returns would be due on 12th July following which the working group would shortlist for a public consultation. It was noted there may be competition within the parish for a Tarmac grant and it was suggested it be applied for with haste.

24/029 PARISH MATTERS

Cllr Kinsey raised the issue of needing more dog waste bins in key locations and that the snicket from Benbrook Way to the field was overgrown.

Cllr Hardy reported the moss growth on signage on the A536.

Cllr Shepherd raised a request from Cllr Richards that the council consider meeting on Wednesdays, it was noted that the Village Hall was not available on nights other than a Tuesday or Friday and consensus was that meetings remain unchanged.

Cllr Woods raised the issue of parking during events at the church which often resulted in obstruction to the pavement along Church Lane, Cllr Hardy undertook to raise this with the PCC.

24/030 FINANCE

The council's financial position year to date was noted.

It was **RESOLVED** to approve the following payments

Payee	Detail	Amount
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JDH Business Services	Internal Audit 2023/24	369.60
A Keppel-Green	June Salary and Reimbursements	818.00
Milton Garden Products	Replacement Picnic Tables – Nancy’s Wood	500.00
HMRC	Q1 PAYE	538.95
Gort and March	Q1 Payroll	47.63
Northwich TC	May Contract	900.00
A Keppel-Green	Reimburse: MOT1/ Bark Mulch / Grit Sand	296.92
NPower	May Streetlighting	35.31
	Total	3,506.41

24/032 AUDIT

The internal auditor’s report was noted.

It was **RESOLVED** to approve the annual governance statements.

It was **RESOLVED** to approve the annual accounting statements.

24/033 STRATEGIC PLAN, PARISH MAINTENANCE AND ACTIONS LOGS

It was noted the sign at Harrington Drive had been fixed and that the surfacing issue at the A536 should be removed from the log.

It was noted that the sign at Surrey Road required replacement.

24/034 QUESTIONS TO THE CLERK

The Clerk was requested to publicise the change in polling station for Gawsworth Moss voters in the upcoming general election.

24/035 PUBLIC PARTICIPATION

No members of the public were in attendance.

24/036 DATE OF THE NEXT MEETING

It was noted that the next meeting would be held on Tuesday 9th July.

Detailed Receipts & Payments by Budget Heading 05/07/2024

Council Detail Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>101 Administration</u>						
1001 Ground Rent	0	2	2			0.0%
1870 Interest Received	1,082	1,600	518			67.6%
1900 Precept	16,567	33,134	16,567			50.0%
Administration :- Receipts	17,649	34,736	17,087			50.8%
4031 Subscriptions	523	620	97		97	84.3%
4100 Postages	88	140	52		52	62.6%
4101 Stationery	0	100	100		100	0.0%
4102 Room Hire	0	50	50		50	0.0%
4103 Insurance	684	700	16		16	97.7%
4104 Audit Fee	308	600	292		292	51.3%
4106 Computer Software/Hardware	192	200	8		8	96.0%
4107 Grants & Donations	0	100	100		100	0.0%
4109 Payroll Services	115	189	74		74	61.0%
4115 Print	0	100	100		100	0.0%
4120 Banking Charges	18	72	54		54	25.0%
4999 Miscellaneous Costs/Purchases	0	250	250		250	0.0%
Administration :- Indirect Payments	1,928	3,121	1,193	0	1,193	61.8%
Net Receipts over Payments	15,721	31,615	15,894			
<u>102 Employee Costs</u>						
4000 Salaries	2,691	8,475	5,784		5,784	31.8%
4001 Home Working Allowance	156	312	156		156	50.0%
4005 PAYE/NI	1,055	2,195	1,140		1,140	48.1%
4010 Employee Mileage	197	375	178		178	52.4%
4020 Employee Training	0	390	390		390	0.0%
Employee Costs :- Indirect Payments	4,099	11,747	7,649	0	7,649	34.9%
Net Payments	(4,099)	(11,747)	(7,649)			
<u>103 Members Costs</u>						
4011 Member Mileage	0	50	50		50	0.0%
4021 Member Training	0	150	150		150	0.0%
Members Costs :- Indirect Payments	0	200	200	0	200	0.0%
Net Payments	0	(200)	(200)			
<u>105 Communications</u>						
1025 Donations Received	0	275	275			0.0%

Detailed Receipts & Payments by Budget Heading 05/07/2024

Council Detail Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
1050 Advertising Income	0	660	660			0.0%
Communications :- Receipts	0	935	935			0.0%
4110 Website Costs	0	150	150		150	0.0%
4116 Gawsworth Gazette	210	900	690		690	23.3%
4117 Gawsworth Directory	0	500	500		500	0.0%
Communications :- Indirect Payments	210	1,550	1,340	0	1,340	13.5%
Net Receipts over Payments	(210)	(615)	(405)			
<u>110 Parks & Woodland</u>						
4180 External Contractors	100	2,500	2,400		2,400	4.0%
4200 Park Maintenance	2,986	10,575	7,589		7,589	28.2%
4205 Woodland Maintenance	716	1,085	369		369	66.0%
4207 Park Improvements	656	0	(656)		(656)	0.0%
4208 Woodland Improvements	339	600	261		261	56.5%
4215 Tree Works	0	500	500		500	0.0%
4999 Miscellaneous Costs/Purchases	159	150	(9)		(9)	106.2%
Parks & Woodland :- Indirect Payments	4,957	15,410	10,453	0	10,453	32.2%
Net Payments	(4,957)	(15,410)	(10,453)			
<u>120 Operational Costs</u>						
1999 Miscellaneous Income	437	0	(437)			0.0%
Operational Costs :- Receipts	437	0	(437)			
4206 Parish Maintenance	1,334	3,535	2,201		2,201	37.7%
4210 Ranger Works	275	3,900	3,625		3,625	7.1%
4250 Parish Improvements	0	2,000	2,000		2,000	0.0%
4255 Reinstatements	1,894	1,682	(213)		(213)	112.6%
4305 Streetlighting	140	420	280		280	33.3%
4310 Christmas Lights	80	1,500	1,420		1,420	5.3%
4999 Miscellaneous Costs/Purchases	0	300	300		300	0.0%
Operational Costs :- Indirect Payments	3,723	13,337	9,614	0	9,614	27.9%
Net Receipts over Payments	(3,286)	(13,337)	(10,051)			
<u>130 Special Projects</u>						
4108 Professional Fees	375	0	(375)		(375)	0.0%
Special Projects :- Indirect Payments	375	0	(375)	0	(375)	
Net Payments	(375)	0	375			

Detailed Receipts & Payments by Budget Heading 05/07/2024

Council Detail Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>999 VAT Data</u>						
115 VAT Refunds	545	0	(545)			0.0%
	<u>545</u>	<u>0</u>	<u>(545)</u>			
VAT Data :- Receipts						
515 VAT on Payments	1,359	0	(1,359)		(1,359)	0.0%
	<u>1,359</u>	<u>0</u>	<u>(1,359)</u>	<u>0</u>	<u>(1,359)</u>	
VAT Data :- Indirect Payments						
Net Receipts over Payments	<u>(814)</u>	<u>0</u>	<u>814</u>			
Grand Totals:- Receipts	18,631	35,671	17,040			52.2%
Payments	16,649	45,365	28,715	0	28,715	36.7%
Net Receipts over Payments	<u>1,981</u>	<u>(9,694)</u>	<u>(11,675)</u>			
Movement to/(from) Gen Reserve	<u>1,981</u>					

OUTSTANDING ACTIONS

JULY 2024

Action Ref	Creation Date	Source	Subject	Description	Responsible	Minute Ref	Priority	Status	Activity Log / Notes
2003	10/07/19	Decision	Installation of Interpretation Board	Clerk to liaise with supplier	Clerk		Medium	In Progress	Updated draft received May 22.
2011		Discussion	Parish Paths / Walk Leaflet	Development of reworked Parish Paths Booklet	Cllr Woods / Gawsworth Hub		Low	In Progress	
2012		Decision	Publish Gawsworth Directory		Council		High	In Progress	New Gawsworth Life website to include this
2104	09/03/21	Discussion	Installation of Rail at footpath	Council to consider installation of handrail at the steps down from Benbrook Way on Woodhouse Lane.	Council	20/151	Medium	In Progress	Accessibility audit of paths to be undertaken
2302	11/01/23	Discussion	Protection of Sunken Lanes	Council to discuss protection of sunken lanes	Council	22/128	Low	Not Started	
2306	08/08/23	Decision	20 mph Speed Limits	Council to consult residents	Clerk	23/076	Medium	In progress	To be programmed..
2308	12/02/24	Discussion	Christmas Lights at Penningtons Lane	Council to agree scheme	Clerk / Council	23/157	High	In progress	Awaiting cost from CEC Highways for electricity supply.

2309	12/02/24	Discussion	Tree planting at Nancy's Wood	Clearance and planting day to be coordinated	Clerk	23/157	Medium		To be programmed for Autumn.
2310	12/03/24	Discussion	Installation of larger "no dogs" signs	Clerk to arrange	Clerk	23/166	Low	In Progress	Signs to be installed.
2313	12/03/24	Decision	Reopening of gate to Church Lane at Park	Park and Woodland working group to review any feedback from residents before actioning	Clerk / Park & Woodland WG	23/170	Medium	In Progress	WG has reviewed feedback and agreed it should be reopened.
2314	09/04/24	Discussion	Community Storage	Groups to be consulted	Clerk	23/189	Low	Pending	
2401	14/05/24	Decision	Dog Poo Dispensers	Councillors to advise locations. To be installed with notices	Councillors	24/012	Medium	In progress	Cllr Clarke has provided locations, are there any further?

MAINTENANCE LOG

JUNE 2024

Penningtons Lane Area

Issue	Location
Overgrown Verge	Moss View Road (on Ranger Job List)
Missing Panels on bus shelter	Penningtons Lane
Poor road/pavement repairs and resultant flooding.	CEC looking to return to rectify once the weather improves
Missing repeater sign	Penningtons Lane

A536

Issue	Location
Path disappearing or impassable along A536 between two entrances to Church Lane and Church Lane at Harrington Arms	A536/Church Lane
Peeled Sign	A536
Footpath and road edge degraded badly	Church Lane between Harrington Arms and Gandysbrook
Overgrown footpath	A536 Forge Close to Lowes Lane
Road sign fallen into hedgerow	Nr 137 Congleton Road
Sign for HWRC degraded	Opp entrance to HWRC

Warren end of village

Issue	Location	Notes
Uneven surface	Longbutts Lane	
Fairfields Close Sign support broken	Fairields Close	On Ranger Job List
Warren Drive sign supports wonky	Warren Drive	On Ranger Job List
Rotting Stump	Woodhouse Lane	
Signs to be replaced	Woodhouse Lane and Surrey Road	Pending
Poor Road surface	Longbutts Lane	Work to be arranged "as soon as possible"

Church end of village

Issue	Location	Notes
Damaged kerbs/verge slippage	Church Lane (opp Church)	Not currently on any programme for repair. Monitored by Highways Officer for deterioration. The highway boundary is the kerb line. Owner written to requesting fence repairs.
Blocked gully	Church Lane. By car park.	
Pavement uneven due to roots	opp. New Hall	A small area has been marked for repair where it has broken up, this is the only part that meets intervention criteria. It will be put forward for works in the future.

Elsewhere

Issue	Location	Notes
Numerous Potholes	Cowbrook Lane	
Uneven surface	Church Lane nr Harrington Arms	
Recurring Pothole and Standing Water	Gawsworth Road	
Flowing water	Lowes Lane	Awaiting action.
Flooding on road	Lowes Lane	Further works required.
Standing water	Woodhouse End Road	Awaiting action.

Nancy's Wood / Gawsworth Park

Issue	Location	Notes
Collapsed retaining wall	North of Park	Wall deteriorating. CEC has fenced a section off. Repairs are not in the current (2024/25) financial year programme due to lack of funds.
Missing Stepping Stones	Nancy's Wood	Ranger to obtain stones and install.
Missing path edging	Nancy's Wood	Contractor instructed.

STRATEGIC PLAN ACTION PLAN: 2024/25

JULY 2024

REF	ACTION	LEAD	STATUS	NOTES
2401	Submit proposals for additional buildings on CEC Local List of heritage assets	Council	Complete	Assets identified in the Gawsworth Neighbourhood Plan have been submitted to the CEC Built Heritage Team.
2402	Finalise update of Park Management Plan	Park and Woodland WG	In Progress	
2403	Consult on an improvement scheme for the play area upgrade	Park and Woodland WG	In Progress	Tender returns due 12 th July. Consultation will take place in August/September.
2404	Establishing the Green Gawsworth Strategy working group commence work on the strategy	Green Gawsworth WG		Meeting scheduled for 10 th July.
2405	Developing the business case for acquiring the land at Maggoty Lane for a new open space	Park and Woodland WG		To follow park improvement scheme being finalised.
2406	Hold a meeting with representatives of community organisations to understand what/how they need support	Communications WG		Comms WG scheduled for 23 rd July.
2407	Develop a directory listing of community groups on the Gawsworth Life website	Communications WG		
2408	Identifying areas for councillors to further their understanding on issues that may benefit the parish council	Council		
2409	Submit response to CEC Local Plan issues consultation	Council	Complete	
2410	Conclude the survey of public rights of way	Footpaths WG	In Progress	Working group next meets 14 th August.
2411	Develop PROW improvement plan	Footpaths WG		
2412	Identify desirable permissive path routes	Footpaths WG		
2413	Develop an options paper to inform decisions on an extension to burial provision	Council	In Progress	Awaiting information from the PCC to inform document.
2414	Develop a communications strategy	Communications WG		
2415	Revamp the Gawsworth Life website	Communications WG		
2416	Undertake an accessibility audit of the parish	Council		