

**MINUTES OF THE ANNUAL GENERAL MEETING OF  
ACTON EDLESTON AND HENHULL PARISH COUNCIL  
HELD AT ACTON PARISH HALL ON 17<sup>TH</sup> MAY 2018**

**PRESENT:** Councillor Mike Houlston  
Councillor Carol Mace  
Councillor Tony Coxhill  
Councillor Les Hobson  
Councillor Dave Taylor

**APOLOGIES:** Councillor Philip Percival

**IN ATTENDANCE:** Councillor Chris Green, Bunbury Ward, Cheshire East Council  
Mr Weaver  
Mr Thompson

**NOMINATION OF CHAIR**

The Clerk asked for nominations for the post of Chair to the Parish Council. Mike Houlston was nominated by Carol Mace and seconded by Tony Coxhill. There were no other nominations.

**NOMINATION OF VICE-CHAIR**

The Chair asked for nominations for the post of Vice-Chair to the Parish Council. Carol Mace was nominated by Tony Coxhill Mike and seconded by Dave Taylor. There were no other nominations.

**NOMINATION OF RESPONSIBLE FINANCE OFFICER**

The Chair asked for nominations for the post of Responsible Finance Officer to the Parish Council. Carol Mace was nominated by Tony Coxhill and seconded by Mike Houlston. There were no other nominations.

**NOMINATION FOR THE NEIGHBOURHOOD PLAN GROUP CHAIR**

The Chair asked for nominations for the post of Chair to the Neighbourhood Plan Group. Carol Mace was nominated by Mike Houlston and seconded by Dave Taylor. There were no other nominations.

**NOMINATIONS FOR SECRETARY AND FUNDING CO-ORDINATOR**

**AGREED:** This be deferred to a later date.

**APOLOGIES**

Apologies for absence were received from Philip Percival

**DECLARATIONS OF INTEREST**

Mike Houlston and Les Hobson declared an interest in any matters relating to the Parish Hall.

**MINUTES:**

**RESOLVED:** That the minutes of the meeting held on 20 March 2018 be approved as a correct record and signed by the Chair.

**Audit Commission**

**AGREED:** The Parish Council agreed to the EXEMPTION of Audit and the Clerk to send the signed Exemption Certificate to the External Auditors.

**AGREED:** The Audit Commission's completed Annual Governance Statement was accepted by the Parish Council and signed by the Chairman.

**AGREED:** The summary of accounts was presented at the meeting and approved as a correct record.

**AGREED:** The Audit Commission's completed Annual Return was accepted by the Parish Council and signed by the Chairman.

**AGREED:** The Internal Auditors Report 2017-2018 was accepted by the Parish Council.

**AGREED:** The Parish Council's Action Plan from the Internal Auditors Report was accepted by the Parish Council.

**AGREED:** The Parish Council agreed the Efficiency of Audit report submitted by the Clerk.

**NEIGHBOURHOOD PLAN**

Carol Mace reported that the Draft Plan would be emailed to Members for comment. It would then be sent to Lucy at Cheshire Community Action to be updated.

It would then be sent to Tom Evans at Cheshire East Council for screening. Tom had had sight of the First Draft and had some comments to add. Annie Coombs to draft a list of points for Tom and a meeting be arranged to discuss these.

Loose ends needed to be tidied up with information regarding Housing and points from the Local Green Gap.

Need to update planning applications section in the Draft that is mentioned in the Local Plan.

References to the Draft Plan need to be added to the Parish Council's website.

Carol Mace reported to the Parish Council that further funding was available and that they should apply for more funding for the next stage of the Plan which would be the Public Consultation. A quote had been received from Cheshire Community Action for £2081.10.

When the Draft Plan is completed it should be put to a Public Consultation. Carol Mace to source a quote for the printing of the Draft Plan.

Possibility of leaving copies of the Draft Plan in the Sales Office at Malbank Waters and also there is a need for a Parish Noticeboard in the Edleston area of the Parish. Flyers

regarding the Plan and the Public Consultation be delivered to the new houses on Malbank Waters to help in keeping these Constituents informed.

Les Hobson thanked Carol Mace and Annie Coombs for all their hard work in putting the Plan together.

### **RISK ASSESSMENT 2018-2019**

**AGREED:** The Risk Assessment was agreed for 2018-2019 and signed by the Chair.

### **WEBSITE**

Clerk to add References to the Draft Neighbourhood Plan.

### **DEFIBRILLATOR**

The defibrillator to be added to the Parish Council's insurance. Clerk to contact Came and Company.

### **DORFOLD ESTATES**

The Parish Council had held an informal meeting to discuss the latest proposals put forward by Turnberry.

Mike Houlston reported that he was disappointed that no action had been taken by Turnberry on our points raised.

The Parish Council proposed a **RESOLUTION** that its points be reinforced.

Mike Houlston to put a draft together to send to Turnberry.

### **COMMENTS FROM MEMBERS OF THE PUBLIC ON DORFOLD ESTATES PROPOSALS**

Mr Thompson asked about the proposed Community facilities. The Parish Council replied that the provision of a Pub/Restaurant, Playing Field and Allotments would be beneficial to the Village.

Mr Thompson asked how the Parish Council would maintain the Open Space.

Mr Thompson asked if there would be an "Open Meeting" to discuss implications if the planning proposals were agreed.

The Parish Council replied that an "Open Meeting" would be arranged before the deadline for comments on the application, to gain the views of the community.

### **BOROUGH COUNCILLORS REPORT**

Councillor Chris Green introduced himself as the newly elected Member for the Bunbury Ward of Cheshire East Council. He said that he was here to fully support the Parish Council in any way required. He reported that he would be meeting with Cheshire East Officers and all Parish Councils within the Bunbury Ward. He said it was early days but he was enjoying his role.

The Parish Council thanked Councillor Green for his comments and looked forward to him attending meetings in the future.

### **CORRESPONDENCE:**

The Clerk issued correspondence received.

### **ACCOUNTS:**

The following were approved for payment from the Parish Council Account:-

(a)	Acton Parish Hall	£ 12.65
(b)	Membership to Chalco	£134.64
(c)	Cheshire Community Action Membership	£ 20.00
(d)	JDH Services – Internal Audit	£147.60
(e)	Dorfold Estate – Car Park	£1102.08
(f)	Shires Pay Services Ltd – Payroll 1 <sup>st</sup> Quarter 2018	£ 25.50
(g)	Donation to Acton Parish Hall	£250.00
(h)	Insight Magazine – Advert	£110.00
(i)	Clerk’s Salary – April & May 2018 @ £132 per month	£264.00

### **PARISH COUNCILLORS REPORTS**

Mike Houlston reported that there was a Police and Crime Event being held on 5 June at Macclesfield. The event was to report on how to improve community safety.

Carol Mace reported that there was now a Chalet in the field on the corner of Bluestone Traffic lights. Clerk to contact Craig Wilshaw to follow this up. If no reply then Councillor Green to take this up.

Mike Houlston filled Councillor Green in with the background to the issues concerning the Taylor Drive link road.

Dave Taylor reported he had attended a recent Cluster meeting. There had been thefts recently on farms and a tree surgeons equipment had also been stolen. People to be made aware of this issue.

There had been issues with speeding and traffic offenses. The Parish Council to look into the costs of a Speed sign being erected on the Chester Road. The Police think that these Speed signs are effective and that they are generally a good idea.

**AGREED:** The Clerk to look into the costs of such Speed signs and report back to the Parish Council.

Dave Taylor suggested the Parish Council approach the Canals and Rivers Trust to maybe adopt a stretch of the Shropshire Union Canal in the Parish. The implications of this to be looked in to.

Improvements need to be made to improve the footpath from the Kingsley Fields Development to the East of Welshmans Lane. This issue to be included in the Neighbourhood Plan.

Improvements needed again on the footpath from Wilbraham Road to the Canal.

Grass needs cutting again. **AGREED:** Steve Jones be approached to carry out the works again. Mike Houlston to contact him.

## **PART 2 – EXEMPTION OF PRESS AND PUBLIC**

### **SITE ALLOCATIONS**

**(Reason for exclusion: Information has been restricted by CEC)**

Annie Coombs reported she had attended a meeting of Cheshire East Council with regard to Site Allocations and Development Policies and briefed the Parish Council.

The meeting finished at 8.50pm.

The next meeting will be on 19 July 2018.

DRAFT