

**MINUTES OF THE ANNUAL MEETING OF
SHAVINGTON-CUM-GRESTY PARISH COUNCIL HELD ON 6 MAY 2021**

**THE MEETING WAS HELD REMOTELY IN ACCORDANCE WITH REGULATIONS
UNDER S.78 OF THE CORONAVIRUS ACT 2020**

PRESENT:	Councillor B Gibbs	Chairman
	Councillor V Adams	Councillor R Hancock
	Councillor L Buchanan	Councillor M Ferguson
	Councillor G McIntyre	Councillor R Moore
	Councillor K Gibbs	

IN ATTENDANCE:	Mr W Atteridge – Chairman of the Neighbourhood Plan Steering Group	
	Borough Councillor David Marren	
	Russell Jones	Candidate for co-option
	Claire Hackett	Candidate for co-option

PART I – ANNUAL COUNCIL BUSINESS

1 ELECTION OF CHAIRMAN

RESOLVED: That Councillor Benjamin Gibbs be elected Chairman to serve until the next Annual Meeting of the Parish Council in 2022.

2 ELECTION OF VICE-CHAIRMAN

RESOLVED: That Councillor Kevin Gibbs be elected Vice-Chairman to serve until the Annual Meeting of the Parish Council in 2022.

3 DECLARATIONS OF INTERESTS

Members were asked to declare any disclosable pecuniary interest or non-pecuniary interest which they had in any item of business on the agenda, the nature of that interest, and in respect of disclosable interests, to leave the meeting prior to the discussion of that item.

Councillor Rene Hancock declared a personal interest in Minute No. 22 (Shavington Festival Committee) on the basis that she was the President of the Festival Committee.

Councillor Linda Buchanan declared a personal interest in Minute No.16 (Boundary Review) on the basis that she lived in Wybunbury parish and the boundary review would have implications for her.

There were no other declarations of interest.

4 MINUTES

RESOLVED: That the Minutes of the Meeting held on 7 April 2021 be approved as a correct record.

5 REVIEW OF DELEGATION ARRANGEMENTS

5.1 The Council was invited to appoint Members to the following standing Committees.

At the first meeting of each Committee, Members would appoint/re-appoint non-Parish Council Members, as appropriate.

Committee	Number of Members	Current Membership
Complaints Committee	Three parish councillors and two substitutes	Kevin Gibbs Rene Hancock (substitute)
Communications Committee	Five parish councillors and Two non-parish councillors	Kevin Gibbs Gordon McIntyre Ryan Moore Judith McIntyre Sara Randle
Environment and Recreation Committee	Five parish councillors One Allotment Holder representative	Vivien Adams Linda Buchanan Matt Ferguson Kevin Gibbs Barbara Barlow
Finance Committee	Five parish councillors	Linda Buchanan Kevin Gibbs Rene Hancock Matt Ferguson
Village Hall Committee	Five parish councillors Two non-parish councillors	Vivien Adams Kevin Gibbs Rene Hancock G McIntyre Janet Clarke

RESOLVED: (a) That Councillor Benjamin Gibbs be appointed to the Complaints Committee; and

(b) That membership of the remaining Committees be deferred to the June 2021 meeting when there would be an increase in Parish Council Members.

5.2 Neighbourhood Plan Steering Group

As the Neighbourhood Plan Steering Group had completed its work, there was no longer a need to re-constitute this Committee; however, the Parish Council was asked to consider if it would be appropriate to set up an Implementation Committee.

RESOLVED: (a) That in the absence of Terms of Reference for a Neighbourhood Plan Implementation Group, the Parish Council declined to establish the Group; and

(b) That this item be added to the agenda for the June 2021 meeting.

5.3 Staffing Committee

Later on the agenda, the Parish Council would be asked to approve a Disciplinary Procedure and it was suggested that a Staffing Committee be set up as a standing committee. This Committee would be responsible for all staffing matters.

Terms of Reference had not yet been drawn up for this Committee but could be submitted to the June meeting for approval.

RESOLVED: That Terms of Reference be drawn up for a Staffing Committee and be submitted to the Parish Council's June 2021 meeting.

6 TERMS OF REFERENCE FOR COMMITTEES

The Parish Council reviewed the Terms of Reference for each of the standing Committees of the Parish Council.

6.1	Community Engagement Committee	
6.2	Complaints Committee	A copy of the Complaints Procedure was enclosed with the Terms of Reference.
6.3	Environment & Recreation Committee	
6.4	Finance Committee	
6.5	Village Hall Committee	

RESOLVED: That the Terms of Reference for each of the Committees listed above be approved without amendment.

7 APPOINTMENT TO OUTSIDE BODIES

RESOLVED: That appointments be made as follows:

- | | |
|---|--|
| (a) Village Festival Committee | (one representative)
Councillor R Hancock |
| (b) Wybunbury United Charities | (two Administration representatives
and two Estate representatives)

Councillor V Adams (Administrative Trustee)
Councillor L Buchanan (Administrative Trustee)
Councillor K Gibbs (Estate Trustee)
Vacancy (Estate Trustee) |
| (c) Cheque signatories
(Theo Steele Bequest) | (two required)
Councillors K Gibbs and R Hancock |

8 ANNUAL ACCOUNTS 2020-2021

8.1 List of Audit Issues raised during 2019-2020

The Parish Council received a list of the audit issues which had been raised during the 2019-2020 audit. The Council had addressed these throughout the year, and the list provided included the Parish Council's response to each issue. This list would now form part of the accounts documentation for 2020-2021.

8.2 VAT – Reclaim under Insignificant Breach Rule

The Parish Council received a report in respect of a sum of £7,500.00 in unclaimed VAT incurred during the major refurbishment of the Village Hall in 2018-2019.

This was a recurring issue and was first raised during the 2018-2019 audit at which time the Internal Auditor recommended that the Council should seek the advice of a VAT specialist to enable the Parish Council to reclaim VAT incurred during the major refurbishment of the Village Hall. This was in excess of £7,500 and it was understood that this might be able to be reclaimed under what was known as the 'insignificant breach rule'.

At its meeting held on 2 September 2020, the Parish Council approved a quotation of £850+ net from Afford Bond (Nantwich Chartered Accountants) to cover the cost of the services of its Tax Director.

The information required to carry out this work was –

- The last four years' VAT records
- Anticipated spending and VAT forecast for the next two years.
- Details and summary of non-business use over the periods. Ideally, they would need to understand the extent of non-business use based on time used and any different areas which were excluded from use during the period.

The Tax Director had advised that he would require 7 consecutive years of information and without this, he would not be able to guarantee that Afford Bond would be able to achieve any success in its claims.

He was reluctant to start the process, incurring expenditure for the Parish Council, without historical and projected information. Any projections should be reasonably based on previous years and although not factual, would represent reasonable assumptions.

When the Clerk took up post in September 2015, no VAT records were transferred to her. Therefore, the only VAT records started from the financial year 2016-17.

Members commented that there may be VAT records in the locked storage room in the upstairs meeting room at the Village Hall and it was suggested that a search be undertaken. The last date for submission of a reclaim to HMRC would be March 2022.

RESOLVED: That this item be deferred to the August meeting of the Parish Council to enable Members to carry out a search of the locked storage room in the Village Hall to identify any historical VAT records.

8.3 Fixed Assets List

Councillors Kevin Gibbs and Rene Hancock (two Members of the Task Group) met during February 2021 and reviewed the list of fixed assets. A list was now submitted; the list included notes as it was unclear if some of the specified items forms part of a group list; for example, details of benches and their locations, and concrete planters were specifically included on the list, but from an insurance perspective, these might have already be part of the 'street furniture' description.

RESOLVED: That the Fixed Assets list, as submitted be included as part of the accounts documentation for the year 2020-2021.

8.4 Timeline for submission of accounts documentation

The following was the timeline for submission of the accounts, publication of the accounts, and a list of the various documents required.

- The accounts must be submitted to the external auditor (PKF Littlejohn LLP) by no later than **30 June 2021**. In previous years, it had been possible to request an extension, but this had not been offered this year.
- Before **1 July 2021**, the Council must publish on the website, information required under Regulation 15 (2) Accounts and Audit Regulations 2015, and this included the period for the exercise of public rights giving the name and address of the external auditor and indicating that the accounts are unaudited.
- The Council must receive and note the annual Internal Audit report **before** approving the Annual Governance Statement and the accounts.

Note: The Annual Governance Statement and the accounts could both be approved at the same meeting, but the Annual Governance Statement must be approved first.

- The Clerk/RFO must certify the accounts **before** they were presented to the Council for approval.
- The Clerk/RFO is required to commence the exercise of public rights period as soon as practical after the date of the AGAR approval. This must be 30 consecutive working days and **must include the first 10 working days of July**.

This meant that the Council could either approve the accounts at its meeting on Wednesday, 9 June 2021 (this date had been revised from 2 June, as the new Clerk would be on holiday on the 2 June), or could postpone the meeting until later in the month to be certain that the accounts had been received back from the Internal Auditor. The Clerk had set the period for the exercise of public rights to commence on **Thursday, 1 July 2021 and conclude on Wednesday, 11 August 2021**.

- **It is important that at its meeting in June**, the Parish Council assures itself of the effectiveness of the Internal Audit process. This would normally be carried out by the Finance Committee, but the meeting set for 29 April 2021 was cancelled. If this task is not carried out, it will be criticised by the External Auditor. The checklist of actions will be found on the front page of the Internal Audit report when it is received.
- Full explanation of significant variances in the accounting statements to be issued to the external auditor (PKF Littlejohn LLP).
- Not later than **30 September 2021** the Council must publish notice of conclusion of the audit which required Section 2 (External Auditor Report and Certification), and Sections 1 and 2 of the AGAR, including any amendments as a result of the review. It was recommended, as good practice, that the Internal Auditor's report (page 3 of the AGAR) is also published).

RESOLVED: That arrangements be made for a meeting of the Finance Committee to review the accounts for 2020-2021.¹

9 CALENDAR OF COUNCIL AND COMMITTEE MEETINGS – 2021-2022

The Council considered the calendar of Council meetings for 2021-2022. Members had given initial consideration to this schedule at the April 2021 meeting.

Committee meetings had not been included in the calendar at this time, and Members commented that it would be preferable for the Committees to meet, as an alternative to full Parish Council meetings. (See Minute No.28 below). The Village Hall did not have the capacity to accommodate 12 parish councillors, two Officers and members of the public.

It was suggested that the main hall in the Village Hall be booked each Wednesday evenings. Members acknowledged that this arrangement would displace the Village Festival Committee which had already made bookings for later in the year. This would need to be resolved by the Clerk in consultation with Councillor Kevin Gibbs.

RESOLVED: (a) That the calendar of meetings be updated to include a schedule of all Committee meetings;

(b) That the schedule be presented to the Council meeting on 9 June 2021; and

(c) That the main hall in the Village Hall be booked every Wednesday evening to enable either full Council or Committees to meet.

¹ **Note:** The accounts must be approved by the full Parish Council. The Finance Committee does not have the power to approve them but can review them.

10 RISK ASSESSMENT/MANAGEMENT

The Parish Council was required to carry out a risk assessment annually. This was a statutory requirement.

The risk assessment/management schedule was submitted for approval, subject to any amendments to be made at the meeting.

This schedule had been submitted to the February 2021 meeting; however, that schedule was for the financial year 2020-21 and the schedule now presented, albeit without any amendments, was for the year 2021-22.

RESOLVED: That the Risk Assessment/Management schedule be approved without amendment.

PART 2 – ORDINARY PARISH COUNCIL BUSINESS

The following items represented the ordinary business of the Parish Council and had been included on the agenda for this meeting in the interests of expediency.

11 CO-OPTION

Members were reminded that there were currently two vacancies available for the co-option procedure; one in the Village Ward and one in Gresty Brook Ward, both of which were as a consequence of insufficiency of candidates at the May 2019 elections. The Parish Council was, therefore, able to co-opt to these two vacancies at this meeting.

In addition, the two recent resignations of former councillors Nicola Cooper and Jane Hassall had been notified to Cheshire East Council to allow ten electors to call an election. In the event of no election being called within the requisite number of days, the Parish Council would be able to co-opt to the vacancies.

There had been three candidates who had put themselves forward for co-option, but one had withdrawn prior to the meeting.

Each candidate, in turn, made a brief oral presentation to the meeting, indicating why they wished to be a parish councillor.

A Member proposed that both candidates be co-opted; the motion was seconded, a vote was taken, and the motion was carried.

RESOLVED: That Claire Hackett be co-opted onto the Parish Council to represent the Gresty Brook Ward; and

(b) That Russell Jones be co-opted onto the Parish Council to represent the Village Ward.

Note: Ms Hackett and Mr Jones signed their respective Declarations of Acceptance of Office, which required them to abide by the Council's Code of Conduct. As wet signatures were required, each candidate signed their own document and displayed it to the camera as evidence of signature. These would then be emailed to the Clerk for retention.

12 NEIGHBOURHOOD PLAN

The Parish Council received a final update from update from Mr W Atteridge, Chairman of the Neighbourhood Plan Steering Group, prior to the Referendum to be held on 6 May 2021.²

² The result of the Referendum was a vote in favour of adopting the Neighbourhood Plan.

Members thanked Mr Atteridge for his sterling work over the last five years in bringing the Neighbourhood Plan to fruition.

(Note: Mr Atteridge withdrew from the meeting at this point in the proceedings.)

13 PUBLIC QUESTION TIME

Members of the public were able to ask questions or address the Parish Council in respect of any item on the agenda, or any matter relevant to the Parish Council's business and the local area.

There were no questions from members of the public.

14 BOROUGH COUNCILLOR DAVID MARREN

The Council received Councillor David Marren's report on Cheshire East Council matters of interest, together with an update in respect of outstanding parish matters.

Councillor Marren drew attention to some of the items in his report and Members were able to ask questions.

There was a short recess for a comfort break, following which the Council reconvened.

15 POLICE MATTERS

There was no beat report on this occasion.

16 COMMUNITY GOVERNANCE (BOUNDARY REVIEW)

The Task Group reported progress on the Parish Council's campaign to inform residents of Cheshire East Council's proposed boundary review.

The Parish Council was invited to agree an initial view on a counter-proposal for submission to Cheshire East Council (CEC) as an alternative to the current proposals as discussed by the CEC Constitution Committee.

RESOLVED:

(a) That the boundary with Rope, Crewe South, Wistaston (at Gresty Brook adjacent to Pebble Brook playing field) be moved south to align with the route of the Shrewsbury to Crewe railway line. **Effect:** This moves the following roads into either Rope or Crewe South areas: Melford Close, Broadleigh Way, Springwell Close, Fuller Drive, Brookview Close, Arlington Close, Westbury Close, Wilderhope Close, Charlcombe Crescent, Chliworth Close, Westholme Close;

(b) The boundary with Weston and Basford Parish at Basford Hall sidings be moved East to align with the fringe of the railway land bordering the Basford West industrial site, to a point meeting the A500; then due west to the existing boundary on land south of the A500. **Effect:** This moves the following area into Shavington-cum-Gresty Parish Council: Basford West industrial site;

(c) The boundary with Wybunbury Parish at Stock Lane be moved East to Stock Lane between Newcastle Road and Clannor Heath. **Effect:** This moves Stock Lane (evens) into Shavington-cum-Gresty Parish;

(d) The boundary with Wybunbury Parish at Dig Lane be moved West to Dig Lane between Newcastle Road and Clannor Heath. **Effect:** This moves Dig Lane (odds), Huntersfield (Nos.16-20), Shavington Park (Persimmon development) into Shavington-cum-Gresty Parish;

(e) The boundary with Rope Parish at Brook Farm and at Broomhall Drive be moved Northwards to align with the Shrewsbury-Crewe railway line and Rope Lane, as far as Rope Farm, then Westerly in the trace. **Effect:** This moves all of Brook Farm and associated buildings, and Rope Green Farm, into Shavington-cum-Gresty Parish, and moves Rutter Close, Williams Drive and Ellis Close into Shavington-cum-Gresty Parish; and

(f) That the Working Group discuss the fine detail of the proposals at its meeting on 10 May 2021, and report back to the Parish Council on 9 June 2021.

17 **COMMEMORATIVE BENCH – KEN JONES**

The Parish Council considered a suggestion that a commemorative bench be installed to honour the late Ken Jones' contribution to the community.

Ken Jones had initiated the setting up of the Shavington Village Festival back in 1976 when he invited local organisations to a meeting to decide how to celebrate the Queen's Silver Jubilee. A Committee was set up to organise a Village Festival in the summer of 1977, and from the outset, the Committee decided that the prime objective of the Festival would be to create the opportunity for local organisations to raise funds, usually by running a stall. It was a successful event and so popular that it had continued for over 40 years.

Ken Jones was also a former Chairman of the Parish Council and was instrumental in securing the purchase of the Village Hall.

Mr Jones family would fund the purchase of the bench but asked that the Parish Council arrange for its purchase and delivery, with Martin Andrews installing the bench. The family had suggested that the grounds of the Village Hall would be an appropriate location for the bench.

RESOLVED: (a) That, in honour of the late Ken Jones, the Parish Council arrange for the purchase of a bench to be installed on the grassed area at the front of the Village Hall;

(b) That the Jones family be consulted on final positioning of the bench;

(c) That Martin Andrews be asked to install the bench; and

(d) That the Jones family refund the cost of the bench and fixing, to the Parish Council.

18 **STANDING ORDERS AND FINANCIAL REGULATIONS**

The Parish Council was asked to review its Standing Orders and Financial Regulations, both of which had not been amended since the last review.

RESOLVED: That the Standing Orders and Financial Regulations, having been reviewed, be approved without amendment.

19 **DISCIPLINARY PROCEDURE**

The Parish Council was asked to adopt the submitted Disciplinary Procedure. This formed part of a suite of policy documents which the Parish Council needed to adopt, some of which had been adopted over the previous few months.

RESOLVED: That the Disciplinary Procedure be adopted as a Council policy.

20 **PLANNING MATTERS**

20.1 The Parish Council was invited to comment on the following planning applications:

21/1711N	396 Newcastle Road, Shavington, CW2 5JF Erection of detached bungalow and ancillary works.
21/2028N	20 Chestnut Avenue, Shavington, CW2 5BJ Proposed front and rear dormer extensions to roof
21/2214N	37 Park Estate, Shavington, CW2 5AW Two-storey side and rear extension and single-storey rear extension
21/2147N	Costa Coffee, Jack Mills Way, Shavington, CW2 5UZ InstaVolt is proposing to install two rapid electrical vehicle-charging Stations within the car park of Costa, Crewe. Two existing parking spaces will become EV charging bays along with other equipment.
21/2170N	6 West Way, Shavington, CW2 5AS Remove existing conservatory and replace with extension in line with previously built extension.
21/1843N	5 Main Road, Shavington, CW2 5DY Replacement of existing garage roof and alteration to pitch
21/2368N	Southlands, Newcastle Road, Blakelow, CW5 7ET Proposed two-storey extension and alterations
21/2428N	81 Main Road, Shavington, CW2 5DU Works to install new dropped kerb (vehicular access) to existing property crossing pedestrian footway.
21/1841N	Greenbank, Crewe Road, Shavington, CW2 5JB Conversion of existing garage and store-room into a new dwelling

RESOLVED: That no comments be made in respect of planning applications Nos. 21/1711N, 21/2028N, 21/2214N, 21/2147N, 21/2170N, 21/1843N, 21/2368N, 21/2428N and 21/1841N.

21/1920N	Forget-Me-Not-Fields, adjacent to Old Puseydale, Main Road, Shavington, CW2 5DU Installation of an ecological burial ground with associated access, car parking and infrastructure with ancillary features.
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The Parish Council agreed that the comments made on planning application No. 20/5236N (considered at the December 2020 meeting) should be repeated for planning application 21/1920N.

RESOLVED: That the following comments be made in respect of planning application No. 21/1920N.

- As this is a 25-year site, could the application be conditioned to enable it to be put into trust at the end of that period so that it remains a burial site.
- The applicant states that burials would be limited to two per day and they do not envisage this being a regular occurrence. Vehicles at each internment are limited to 18, but it is possible that there may be visitors to existing plots and the Parish Council is concerned about the potential increase in traffic.
- Graves to be prepared deeper than indicated.
- Ensure that the Association of Natural Burial Grounds Code of Conduct is followed.
- Could the Parish Council be provided with evidence of the 100 years of environmental benefits.

21/1927N Unit 6, Alexandra Business Park, Gresty Lane, Shavington, CW2 5DD
Erection of commercial storage building

RESOLVED: That if Cheshire East Council is minded to approve application No. 21/1927, the Parish Council requests that the comments made by the Flood Risk Management Team be taken into consideration.

21.2 Draft Housing Supplementary Planning Document ('Housing SPD')

The Draft Housing SPD had been published for consultation purposes and provided further guidance on the implementation of policies in the Local Plan, including SC4 'residential mix', SC5 'affordable homes' and SC6 'rural exceptions housing for local needs', of the Local Plan Strategy. This was the first stage of consultation on the SPD which, once adopted, would be a material consideration in decision-taking.

The consultation would run from **26 April 2021 to 5:00pm on 7 June 2021**. Further information was available on the council's website at:

<https://cheshireeast-consult.objective.co.uk/portal/planning/spd/>

RESOLVED: That no comments be made on the Draft Housing Supplementary Planning Document ('Housing SPD')

22 SHAVINGTON VILLAGE FESTIVAL – 10 JULY 2021

Councillor Hancock provided a report to update the Parish Council in respect of arrangements for the Village Festival.

The report was for information only, and the Parish Council received the document and noted the arrangements.

23 QUARTERLY NEWSLETTER

It was reported that owing to the extensive effort which was required on the Boundary Review campaign, the quarterly newsletter was likely to be delayed by about two weeks. The only time-sensitive item in the newsletter was the advertisement for a Lengthsman contractor; the deadline date for quotations to be submitted had been moved to 9 July 2021.

24 REMEMBRANCE SUNDAY – 7 NOVEMBER 2021

The Parish Council was asked to set up a Task Group to commence work at the earliest opportunity on arrangements for Remembrance Sunday, 7 November 2021; however, Members considered it more appropriate for a Committee meeting to be held.

RESOLVED: (a) That a meeting of the Community Engagement Committee be arranged at the earliest opportunity to consider the detailed arrangements for Remembrance Sunday, 7 November 2021; and

(b) That Councillor Russell Jones be appointed to the Community Engagement Committee.

Note: Roger Bracey (St Mark's Church) who was in attendance, offered to help with the arrangements.

25 ANNUAL INSPECTION OF VINE TREE PLAY AREA

The Clerk had asked Northwich Town Council to quote for carrying out annual inspections of Vine Tree Play Area and had contacted ANSA about any legal obligation between the Parish Council and ANSA. There was no binding arrangement between the Parish Council and ANSA which would prevent the Council from seeking another provider to undertake this work.

RESOLVED: That ANSA be asked to carry out the annual inspection of Vine Tree Play Area as a matter of urgency.

Note: Councillor R Jones withdrew from the meeting at this point in the proceedings.

26 CAMERON AVENUE – SILVER BIRCH TREES

It was reported that AH Tree Surgeon had confirmed that the work at Cameron Avenue was to be carried out on 13 May 2021.

27 HS2 – COMMUNITY AND ENVIRONMENT FUND

It was reported that there was a fund of £5m available to fund projects run by communities which would be impacted by Phase 2a of HS2 (the route between the West Midlands and Crewe).

A deadline date for submission of grant applications had not yet been given.

The Parish Council was asked to set up a Task Group (which would be able to meet remotely) to consider potential projects and report back to the Parish Council.

RESOLVED: That a meeting of the full Environment and Recreation Committee be arranged to discuss potential projects for funding from the HS2 fund.

28 REMOTE MEETINGS OF THE PARISH COUNCIL

The Government had confirmed that legislation permitting remote meetings of local councils would not be extended in England beyond 7 May 2021; the continuation of remote meetings would require primary legislation.

The National Association of Local Councils (NALC) issued a Chief Executive's bulletin on 23 April 2021 in which reference was made to a court hearing in the High Court during that same week. As NALC was an interested party supporting this court action by Lawyers in Local Government (LLG) and the Association of Democratic Services Officers (ADSO), both Jane Moore, acting Head of Member Services and Legal Services Manager attended the session remotely and it was reported on by the [Law Gazette](#).

Parish Council meetings held remotely must cease on 7 May 2021.

As Parish Councils were not able to continue to hold remote meetings beyond 7 May 2021, the current scheme of delegation had been revised to give increased powers to the Clerk. This would ensure that regular business (mostly financial matters) could be actioned without, necessarily, the need for a Parish Council meeting. This would, therefore, limit the need for physical meetings of the Parish Council.

The revised scheme was submitted.

RESOLVED: (a) That the Scheme of Delegation be submitted to the meeting to be held on 9 June 2021 for consideration; and

(b) That, in the meantime, an additional delegation be added, viz: *In circumstances where the Clerk was absent for a prolonged period, the Community Manager be authorised to contact the Cheshire Association of Local Councils to arrange for the appointment of an Interim Clerk.*

29 EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That, in accordance with Paragraph 1 (2) of The Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting during consideration of the following items owing to the confidential nature of the business to transacted and the public interest would not be served in disclosing that information.

30 140 MAIN ROAD, SHAVINGTON

(Reason for exclusion: Potential contract arrangements between the Borough Council and the Parish Council)

Following the April 2021 meeting, the Clerk had contacted Cheshire East Council Officers in respect of various issues raised and a report was now submitted.

The Clerk had requested the asset valuation of the building; this was currently being reviewed by Cheshire East Council (CEC) as part of the end-of-year accounting procedures and was not yet available.

Officers at CEC had advised that the fee of £1,250.00 to provide a valuation of the building, to be carried out by the District Valuer, needed to be met by the Parish Council. The reason for this was that CEC was proposing to do an 'off-market' transaction with the Parish Council and therefore, any costs associated with that, must be met by the Parish Council.

Members discussed potential uses for the building, but no conclusions were reached.

RESOLVED: (a) That the Council decline to pay the fee for the District Valuer to provide a valuation of the building; and

(b) That the Clerk follow-up on the request to CEC for an asset valuation of the building.³

31 RECREATIONAL LAND IN THE PARISH

(Reason for exclusion: Likely to reveal the identity of individuals.)

Meller Speakman had advised that, to date, it had received responses from two of the landowners whose sites were considered to be suitable for recreation purposes.

Members discussed potential uses for a recreational area, and the implications of maintaining the land.

During discussion, Councillor Ferguson identified a potential error in the sites listed by Meller Speakman and it was suggested that this be discussed outside the meeting.

RESOLVED: (a) That, after 17 May 2021, an Environment and Recreation Committee meeting be held to discuss this matter; and

(b) That the Chairman, the Clerk and Councillor Ferguson discuss the sites identified, with a view to seeking clarification from Meller Speakman.

32 STAFFING MATTER

(Reason for exclusion: Relates to a member of staff and it is not in the public interest to publish details.)

The Parish Council received correspondence for information.

33 DATE OF NEXT MEETING

9 June 2021

.....Chairman

The meeting commenced at 6.30 pm and concluded at 11.10 pm.

³ An asset valuation is for accounting purposes only and is not related to the potential market value of an asset.