

Shavington-cum-Gresty Council
Parish Council meeting
Main Road,
Shavington, Crewe
CW2 5DP



SHAVINGTON
CUM
GRESTY

MINUTES of the meeting held on
Wednesday 2 February 2022

In attendance: Cllr Adams, Buchanan, Edgar, Ferguson, B Gibbs, K Gibbs, Jones, McIntyre, Moore, Wain

Community Manager

ScG/21/15/1	To receive and consider apologies for absence
	Apologies were received and accepted from Cllr Hancock.
ScG/21/15/2	To note declarations of Members' interests
	No declaration of interest was raised.
ScG/21/15/3	To confirm and sign the minutes of the Shavington-cum-Gresty Council Meetings hold on 1 December 2021
	RESOLVED: That the Minutes of the previous meetings are approved and signed as an accurate record.
ScG/21/15/4	Public Participation
	<i>A period not exceeding 20 minutes for members of the public to ask questions or submit comments</i>
	A member of the public asked an update with regards to 1 Rope Lane Planning application. Cllr D Marren addressed the comment. A member of the public commented the undergoing road works undertaken by Zzoomm in Chestnut Avenue/Vine Tree. Cllr Marren agreed to contact the provider and deal with the issue.
ScG/21/15/5	To receive a report from the Village Beat Manager
	Members NOTED the report.
ScG/21/15/6	To receive an update on Cheshire East Council's plans affecting the Parish Council from Cllr Marren (CEC)
	Members NOTED the report.
ScG/21/15/7	To consider making a comment to Cheshire East Council's proposal of pedestrian toucan crossing in Rope Lane, Shavington
	Cllr D Marren updated Members with regard to the item.

	<p>Members NOTED the update.</p> <p>RESOLVED: that a recommendation is made the Head of Strategic Transport and Parking in Cheshire East to consider alternative and more effective sites for the toucan crossing, such: Main Road – adjacent to the school, or Crewe Road – near Nisa store.</p>
<p>ScG/21/15/8</p>	<p>To receive and consider updates from Committee Chairs in relation to meetings held since the previous Shavington-cum-Gresty Parish Council meeting on 1 December or any items arisen since then:</p> <p><u>Committee:</u> Community and Environment Committee <u>Chair:</u> Councillor K Gibbs</p> <p><u>Committee:</u> Village Hall Committee <u>Chair:</u> Cllr McIntyre</p> <p><u>Committee:</u> Environment and Recreation Committee (Minutes attached) <u>Chair:</u> Councillor Ferguson Meeting held 17 January 2022 Items for consideration:</p> <ul style="list-style-type: none">i. that following the meeting with the Allotment Holders, a recommendation is made to the Parish Council to review the Allotment Policy as follows:<ul style="list-style-type: none">a. Clause 3.14 <i>“Tenants are permitted to use the main water system only while their plot is being attended.”</i>b. Clause 4.5 <i>“The Council will assist security by providing boundary fences and/or hedges, with lockable access gates at every site. Every tenant will be provided with an access gate key or code for their personal use only. In the interests of maintaining security tenants are asked not to make copies for others to use. Where keys are provided by the Council they remain the property of the Council, and together with any additional copies must be returned to the Council when a tenancy comes to an end.”</i>c. <i>“Grandfather rights shall apply up to the date in which this policy has been approved by Council”</i>d. Clause 7.7 <i>“In the event of the death of an allotment plot holder the Parish Council shall be notified, and the tenancy of an allotment plot shall, unless otherwise agreed in writing, terminate at the end of the yearly agreement.”</i>e. Clause 8.3 <i>“A reduced Allotment Rent is offered to tenants who are in receipt of an income-based benefit and/or state pension.”</i>f. Members NOTED Tenants’ comments on clause 3.6 and agreed to defer any recommendations to Council until they get a unanimous view on the matter from the Allotment representative

	<p>ii. that the following recommendations are made to Council with regards to the Regular Ground Maintenance Contract:</p> <ul style="list-style-type: none"> a. That the contract is awarded to Quote 1 – as detailed in the E&R Committee Minutes 19.01.2022 b. That a towed water bowser is purchased as per contractor requirement, with a budget up to £1,000. (Cost centre: Environment and Recreation – cost code: General Amenities) c. That the Clerk is authorised to sign the contract with the awarded contractor on behalf of the Council <p><u>Committee:</u> Finance Committee <u>Chair:</u> Cllr Wain</p> <p><u>Committee:</u> Staffing Committee <u>Chair:</u> Councillor Buchanan</p>
	<p>Members NOTED the updates.</p> <p>RESOLVED: that recommendations from the Environment and Recreation Committee with regards to the Allotment Policy are approved, and that the Policy is amended accordingly. With the only exception of clause 3.6 that will be deferred until a unanimous view from the Allotment representative is received.</p> <p>RESOLVED: that the ground maintenance contract for 2022/23 is awarded to Quote 1 and that the Clerk is instructed to sign the contract on behalf of the Council. That the Clerk is instructed to purchase a towed Bowser with a budget of up to £1,000 (cost centre: Environment and Recreation; cost code: General Amenities)</p>
<p>ScG/21/15/9</p>	<p>To note and approve payments since the previous meeting</p> <p>To note and approve payments made by the Clerk under s.4.5 of Finance Regulation for emergency repair of the Village Hall Fire system and Emergency lights service</p>
	<p>Members NOTED the report.</p> <p>RESOLVED: that payments since the previous meeting as detailed in the report are approved. And that payments made by the Clerk under s.4.5 of Finance Regulation for emergency repairs at the Village Hall fire system and emergency lights service are noted and approved.</p>
<p>ScG/21/15/10</p>	<p>To consider to approve the next round of payments</p>
	<p>No payment was presented for approval.</p>
<p>ScG/21/15/11</p>	<p>To note the YTD Parish Council finance position and to note those cost codes that are likely to exceed the allocated budget provision for 2021/22</p>

	<p>Members NOTED the report.</p> <p>RESOLVED: that YTD Parish Council finance position is noted and approved. And that the Clerk report highlighting the cost codes exceeding the allocated budget provision for 2021/22 is noted.</p>
ScG/21/15/12	To undertake an internal audit: control of BACS payments
	RESOLVED: That Cllrs Wain and Ferguson undertake and internal control of BACS payments and report this back to the Council.
ScG/21/15/13	To review any recommendations highlighted from the Internal and External Audit in the AGAR report and consider any actions needed
	<p>Members NOTED the reports.</p> <p>Members NOTED that all issues raised by the internal and external auditor have been addressed and NOTED the temporary control measures in place to reduce risks related with online payments.</p>
ScG/21/15/14	<p>To note and consider the adoption of the following policies:</p> <ul style="list-style-type: none"> - Shavington cum Gresty Parish Council Pre-approved Contractors policy - Shavington cum Gresty Parish Council reserves policy - Shavington cum Gresty Parish Council scheme of delegation - Shavington cum Gresty Village Hall Condition of use policy
	<p>RESOLVED: that the following policies are approved:</p> <ul style="list-style-type: none"> - Shavington cum Gresty Parish Council reserves policy - Shavington cum Gresty Village Hall Condition of use policy (as circulated in version 2) <p>RESOLVED: that the following policies are approved subject to the following amendments:</p> <ul style="list-style-type: none"> - Shavington cum Gresty Parish Council Pre-approved Contractors policy: With a clause that requires the contractors to disclose if the job is being sub-contracted to be included in the policy - Shavington cum Gresty Parish Council scheme of delegation: With this being rewritten in gender neutral
ScG/21/15/15	To note and consider the latest version of Parish Council Fixed Asset Register
	Members NOTED the update.

	RESOLVED: that Fix Asset Register (as circulated per version 2) is approved as an accurate record.
ScG/21/15/16	To consider making responses to any urgent planning application consultations that have arisen since this agenda was published
	<p>a. Application: 22/0240N Proposal: Rear and side single storey extension Location: Elder Cottage 47, OSBORNE GROVE, SHAVINGTON, CW2 5BY National Grid Ref: 370057.6782 352030.3724</p> <p>RESOLVED: No comment.</p>
ScG/21/15/17	To note an update with regards to “140, Main Road” project
	<p>The Clerk and the Chair updated Members with regards to 140, Main Road.</p> <p>Members NOTED the update.</p>
ScG/21/15/18	To consider a proposal to review Shavington cum Gresty Village Hall booking charge to meet the 2022/23 Village Hall income target set
	<p>Members NOTED the report.</p> <p>RESOLVED: that the Village Hall booking charges for 2022/23 are reviewed as detailed in the report attached.</p>
ScG/21/15/19	To consider authorise the Clerk to sign a contract with Crystal Clean South Cheshire Limited for the provision of regular cleaning service in the Village Hall on behalf of the Council
	<p>Members NOTED the report.</p> <p>RESOLVED: that the Parish Clerk is authorised to sign the contract with Crystal Clean South Cheshire for the provision of regular cleaning service at the Village Hall.</p>
ScG/21/15/20	To consider implications to apply for the HS2 Community Fund grant to support #QueenBees project and whether to instruct the Community Manager to apply
	<p>Members NOTED the report.</p> <p>It was noted that the Parish Council expressed a clear intention to support the submission of the #QueenBee project to the HS2 Community Fund.</p>
ScG/21/15/21	To consider making a comment to Cheshire East Council to refer local projects or development sites that could benefit of s106 financial contribution as per Cheshire East Policy Allocation of Financial Contributions (Commutated sums) funding
	Members NOTED the report.

	RESOLVED: No comment was made.
ScG/21/15/22	To note the date of the next Council Meeting – 2 March 2022
	Members NOTED the date of the next Parish Council meeting.

Meeting Closed at 2134 hrs
Chair: Cllr B Gibbs
Clerk: S Garnero