

Shavington-cum-Gresty Council
Meeting of the Parish Council
Shavington-cum-Gresty Parish Council
Main Road,
Shavington, Crewe
CW2 5DP



MINUTES of the Meeting of the Parish Council **held on 5 June 2024**

In attendance: Cllrs Buchanan, Cruickshank, Ferguson, B Gibbs, K Gibbs, R Jones, S Jones, McHugh, McIntyre, Randle,

ScG/24/02/1	To receive and consider apologies for absence¹
	Apologies were received from Cllrs Hancock and Wain.
ScG/24/02/2	To note declarations of Members' interest
	Cllr. Randle declared a pecuniary interest in items 8 and 11 as noted in their Register of Interests.
ScG/24/02/3	To confirm and sign the minutes of the Shavington-cum-Gresty Council Meeting held on 1 May 2024 and the Annual Parish Meeting held on 1 May 2024
	RESOLVED: that the Minutes of the previous meeting are approved and signed as an accurate record.
ScG/24/02/4	Public Participation
	<i>A period not exceeding 20 minutes for members of the public to ask questions or submit comments</i>
	A resident shared concerns about issues with dogs in the Willowbrook estate play park. The question raised was whether there were any legal restrictions on dogs in the play area. The Chair addressed the issue and invited the resident to contact Cheshire East Council (CEC) for further advice. The CEC ward Councillor present at the meeting offered to help.

¹ Meeting started at 19:44hrs

<p>ScG/24/02/5</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 May or any items arisen since then:</p> <p><u>Committee:</u> Community and Engagement Committee <u>Chair:</u> Councillor K Gibbs</p> <p><u>Committee:</u> Village Hall Committee <u>Chair:</u> Cllr McIntyre Meeting held on 29 May 2024</p> <p><u>Committee:</u> Environment and Recreation Committee <u>Chair:</u> Councillor Ferguson</p> <p><u>Committee:</u> Finance & Strategy Committee <u>Chair:</u> Cllr R Jones</p> <p><u>Committee:</u> Staffing Committee <u>Chair:</u> Cllr Buchanan Meeting held on 22 May 2024 (draft minutes attached) Items for consideration:</p> <p style="padding-left: 40px;">i. that the staff job descriptions are approved, subject to the agreed amendments being made, and are recommended to the Full Council.</p> <p><u>Committee:</u> Planning Committee <u>Chair:</u> Cllr McIntyre Meetings held on 1 May 2024</p>
	<p>Councillors NOTED the update.</p> <p>RESOLUTION: that a vote of thanks is made to Mark Pott for his precious contribution and hard work for the D-Day exhibition 2024.</p>
<p>ScG/24/02/6</p>	<p>To receive the April report from the Village Beat Manager</p>
	<p>Councillors NOTED the report.</p>
<p>ScG/24/02/7</p>	<p>To note the YTD Parish Council finance position</p>
	<p>Councillors NOTED the YTD finance position of the Council.</p>
<p>ScG/24/02/8</p>	<p>To note and approve all payments since 1 April 2024</p>
	<p>Councillors NOTED the report.</p>

	RESOLVED: that payments listed since 1 April 2024 are approved
ScG/24/02/9	<p>To consider reviewing representation to the outside bodies:</p> <ul style="list-style-type: none"> a. Village Festival Committee b. Wybunbury United Charities c. Theo Steele Bequest d. Shavington Park Resident Liaison Group
	RESOLVED: that Cllr S. Jones is appointed, along with Cllr Hancock, as representative of the Parish Council on the Village Festival Committee.
ScG/24/02/9	To receive and consider a report from the ChALC consultant on the Shavington-cum-Gresty Parish Council Strategy
	Councillors NOTED the report.
ScG/24/02/10	<p>To consider the approval and adoption of the following documents</p> <ul style="list-style-type: none"> • DRAFT Shavington-cum-Gresty Parish Council Strategy 2024-2029 • DRAFT Council Delivery Plan 2024-2025
	<p>Councillors NOTED the report.</p> <p>RESOLVED: that the Shavington-cum-Gresty Parish Council Strategy 2024-2029 is adopted</p> <p>RESOLVED: that Councillors will conduct a final proofreading of the Strategy for spelling, punctuation, and grammar. Comments should be submitted to the Clerk by 14 June. The final ratification of the document will take place at the next Parish Council meeting in July.</p> <p>RESOLVED: that the Council Delivery Plan 2024-2025 is approved subject to the following amendments being made: column due date 'being changed' in 'anticipated date', remove colours (pink, orange, green), correct 'subitem' being renamed 'task'</p>
ScG/24/02/11	<p>To receive and consider a recommendation from Staffing Committee regarding the following job descriptions</p> <ul style="list-style-type: none"> • Communication Officer • Community Project Manager • Caretaker/Cleaner
	Councillors NOTED the report.

	<p>RESOLVED: that the recommendation from the Staffing Committee to approve the following job description is accepted:</p> <ul style="list-style-type: none"> - Communication Officer - Community Project Manager - Caretaker/Cleaner -
ScG/24/02/12	<p>To receive and consider a proposal to open and advertise the Communication Officer position (as per the job description in item 11) at SCP 18-20</p> <p>To consider delegating the Clerk, with Committee Chairs to sit on the appointment panel for the Communication Officer and to make the job offer to the selected candidate</p>
	<p>Councillors NOTED the report.²</p> <p>RESOLVED: that the position of Communication Officer is created, as outlined in the approved job description.</p> <p>RESOLVED: that the Clerk is delegated to advertise the position and establish the timeline and the selection process</p> <p>RESOLVED: that the Clerk, along with the Chair and Vice-Chair of the Council and the Chair of Staffing Chairs, is delegated to sit on the interview panel for the Communication Officer and to make a job offer to the selected candidate</p> <p>RESOLVED: that the Clerk is delegated to make the monetary offer to the selected candidate within the approved salary band</p>
ScG/24/02/13	<p>To receive an update on the Main Road Car Park in Shavington.</p> <p>To consider delegating the Clerk, in consultation with the Chair of the Council, to sign the five-year agreement for the community use of the car park</p>
	<p>Councillors NOTED the updated report.</p> <p>RESOLVED: that the DRAFT agreement is approved</p> <p>RESOLVED: that the Clerk is delegated to sign it on behalf of the Council.</p> <p>RESOLVED: that the Standing orders are suspended to carry on with the meeting³</p> <p>RESOLVED: The proposed commencement date aligns with the start of the</p>

² Cllr Buchanan left the room at hrs 20:52 and rejoined the meeting at 20:53hrs

³ Hrs 21:22

	2024/25 school year.
ScG/24/02/14	To receive and consider an update on the Weston Mitigation Land acquisition project
	The Clerk briefed Councillors on the item. Councillors NOTED the report.
ScG/24/02/15	To consider approving the annual subscription to SLCC for the Clerk
	RESOLVED: that the annual subscription to SLCC for the Clerk is approved.
ScG/24/02/16	To receive and consider Village Hall Committee's recommendation for the provision of cleaning at the Village Hall
	Members NOTED the report circulated. RESOLVED: that the recommendation of the Village Hall Committee is accepted. RESOLVED: that the Clerk is delegated to sign a 12 month contract with the selected cleaning company (quote C)
ScG/24/02/17	To receive and consider an update regarding the Shavington Village Festival Committee and the Shavington Village Festival.
	The Clerk briefed Councillors on the item. Councillors NOTED the report.
ScG/24/02/18	To note the date of the next Council Meeting – 3 July 2024 7:30PM
	Councillors NOTED the date of the next meeting

Meeting Closed 2150 hrs
 Chair: Cllr B Gibbs
 Clerk: S Garner