

PEOVER SUPERIOR PARISH COUNCIL

Clerk - Liz McGrath
Telephone - 01565 653844

Chairman - John Bennett
Vice Chairman - Gordon McGrath

Minutes of meeting held at 7.45pm on Tuesday 19th April 2011 at Over Peover Methodist Church.

Present: Chair of meeting John Bennett (JB), Gordon McGrath (GM), Bessie Coppack (BC), Sheila Read (SR), Barry Wienholdt (BW), Peter Clarkson (PC), George Walton (GW) and the Clerk.

11.53 Apologies for absence: Anthony Dobell (AD), Jill Wille (JW), P C Simon Warr (Knutsford Rural Policing)

11.54 Declarations of Interest in any agenda item: None

11.55 To approve the Minutes of the last Meeting on 29th March 2011. - agreed and signed as a correct record

11.56 To discuss matters arising from either meeting, not already covered in the agenda - Village Clean-up was a success, footballers have apologised for the litter on the playing field. The Salt bags are to be collected ASAP.

Supplementary Planning Document (SPD) final wording has been approved and is moving forward for adoption by the Borough council.

11.57 Report from Cheshire East - Cllr Walton has been busy working towards the election on 5th May. He is glad that the SPD has been pushed through. With the Bank Holidays brings an increased risk of unauthorised developments. Should this be an issue there are officers on call at CE. A new contact list for highways has been produced following staffing changes. These changes should remain when the new contract comes on line in October 2011.

The chairman thanked George and wished him all the best in the upcoming elections.

11.58 Report from Knutsford Rural Policing Team -none received

11.59 Finance -

There has been to date no letter received from HMRC regarding the position of the council and PAYE and NI. The technical helpline however have advised that as long as the Clerk is self-employed and not employed anywhere else, and as the amount earned in the employ of the Council is below the threshold for PAYE and NI there is no need for the council to be registered.

11.59.01 the insurance policy was reviewed. After much discussion regarding the play equipment it was decided to keep with the status quo. Namely that the play equipment is not insured but any liability is insured.

11.59.02 The following receipts and invoices for payment PC/GM/BC

Insurance Premium - Aon	£513.05
Room Hire - Over Peover Methodist	£15
ChALC Subscription Fee	£163.50
Gordon McGrath - Grass seed for Parish Field	£10.78

11.59.03 Bank Reconciliation and quarterly finance Report

The Audit Commission Accounting statements were circulated to the meeting as well as the full variance explanations and the bank reconciliation. They were accepted and approved by the council members following the updating of the asset register valuations. The accounting statements and annual governance statement were signed by the Chairman of the meeting.

11.60 Risk Assessment review. The risk assessment was reviewed by the meeting. The review brought to the attention of the meeting the need for the clerk's office to be risk assessed. **11.60.01 JB has a link to the H&S exec tool for this.** The review also brought the need for the proper archiving of the councils minute books and paper. **11.60.02 ChALC to be asked for advice and archive in Chester to be contacted if necessary.** The Parish Field needs registering on Land Registry. **11.60.03 Meeting resolved to write to solicitor holding the deeds and ask for this to be done.**

11.61 Bench - One of the benches on the parish field is in need of repair or replacing. **11.61.01 meeting resolved to ask Keith White for advice. Cllr BW to proceed.**

11.62 Planning Applications

Planning Applications received - None

11.62.01 Planning decisions

Application 11/0516M - Heath Farm - Agricultural Building

APPROVAL NOT REQUIRED

Application 11/0386M - Free Green Lane - Stables and change of use

WITHDRAWN

11.63 Affordable Housing - Cllr BW circulated an email from the county solicitor, Nicky Folan: "I have been asked to contact you by Mr Wienholdt, as I understand that the Parish Council have received comments, or have become aware that comments may have been made, to the effect that

the Parish Council have not responded within a reasonable time period to drafts of the s106 agreement in the above matter, and as such have delayed the agreement.

I can confirm that when the first three drafts of the agreement were sent out, the Parish Council were the first people to respond to me with comments, and for the final draft of the agreement, the response was received within four days and prior to other parties comments on the draft. I will of course make this point if asked”

Once the S106 is signed a copy will be forwarded to the Parish council for its records.

11.64 Highways - in the process of changing the speed limit signs some of the village Home watch signs were taken. Namely two home watch signs and a no through road sign. **11.64.01 Clerk to email highways to ask for them to be replaced.**

The roadwork notices are still out, highways to be contacted to ask them to remove them.

11.65 Correspondence -

- Email from Cllr JW and Cllr AD sending their apologies
- Playground inspection report
- Grass cutting cost letter
- Church Annual report for the Website
- High speed 2 campaign update
- SLCC membership
- Website Hosting cost to increase to £89.99 plus VAT
- Letter of apology from the football team
- Farewell letter from Bron Kerrigan
- Hedgerow Funding CPRE

11.52 Any Other Business - JB thanked all the councillors for all their efforts ver the last 3 years. GD thanked BW, JB and AD & JW in their absence for all their services to the parish during their terms of office.

Meeting ended 9.10 p.m.

NEXT MEETING 7.45 PM ON 24th May 2011 AT OVER PEOVER METHODIST