

SUTTON PARISH COUNCIL

AGENDA

DATE: THURSDAY 13th February 2020
TIME: COMMENCING 7.30 p.m.
VENUE: ST. JAMES CHURCH HALL, SUTTON

Dear Councillor

You are hereby summoned¹ to attend the Parish Council Meeting, as shown above, to consider and determine the following business:

- 22/20 To **receive** and **accept** Apologies for Absence.
- 23/20 To **receive** Dispensations and Declarations of Interest.
- 24/20 To **confirm** and sign the Minutes as a true record of the Meeting dated 9th January 2020.
- 25/20 To **receive** questions from members of the public. (10 minutes)

MEMBER REPORTS

- 26/20 To **receive** report from the Cheshire East Ward Member.
- 27/20 To **receive** report from Macclesfield Neighbourhood Policing Team.
- 28/20 To **receive** report from Macclesfield Forest & Wildboardclough Working Group meeting 15th January.
- 29/20 To **consider** the outcome of the first meeting of the climate emergency working group and **agree** the proposed actions to be taken forward.

MATTERS FOR CONSIDERATION BY THE COUNCIL

- 30/20 To **consider and agree** applicant for Co-opted Councillor in the Lyme Green Ward.
- 31/20 To **consider** arrangements for Sunflower Competition and **agree** printing of posters, competition letters and purchase of prizes.
- 32/20 To **consider** response regarding planting of Christmas trees.

ALLOTMENTS

- 33/20 To **approve** Tenancy Agreement for Lyme Green allotments.
- 34/20 To **approve** tenants meeting and refreshments for Saturday 29th February 2020 10 a.m. to 12 noon.
- 35/20 To **approve** rent increase from 16p to 25p per metre from March 2021 with review in 2022.
- 36/20 To **agree** that plots requiring an undue amount of work should only pay a minimum rent of £1.
- 37/20 To **agree** which Councillors will sign the allotment agreements.
- 38/20 To **approve** hire of a skip (£90-£225 depending on size).
- 39/20 To **agree** quarterly inspection of allotments.
- 40/20 To **approve** the use of inspection guidelines, wording for disciplinary letters and record sheet.
- 41/20 To **agree** criteria for Waiting List.
 - a) Closed Waiting List - open only to Sutton Parish residents (e.g. Lyme Green, Langley, Sutton).
 - b) Open Waiting list - open to other areas however Sutton Parish residents have first option.
 - c) Open Waiting List – open to all areas in chronological order.

PLAYING FIELDS - ROBIN LANE

- 42/20 To **receive** report from Park 4all @Lyme Green.

FINANCE

- 43/20 To **resolve** that “*The Authorised Signatories in the current Mandate, for the accounts detailed in section 1.3, be changed in accordance with section Authorised Signatories. The current Mandate will continue as amended.*” (Bank Mandate to amend signatories).
- 44/20 To **approve** Quarterly report for Income & Expenditure report (bank reconciliation and budget comparison) for October - December 2019.
- 45/20 To **note** bank statements up to 31st December, January 2020 and agree correlation with bank reconciliation.

¹ LG Act 1972 Sch 12 para 10(2) This notification provides at least three clear days' notice as required.

46/20 To **review** Annual Assessment of Risk and **agree** actions where necessary:-

- a) Assets List
- b) Risk Assessment
- c) Insurance
- d) Standing Orders
- e) Financial Regulations

47/20 To approve schedule of receipts and payments for February 2020.

PLANNING

48/20 To **agree comments for return to the relevant authority for these new applications:**

Application No:	20/0011M
Proposal:	Single storey side extension and alterations
Location:	15, PETERHOUSE ROAD, SUTTON, CHESHIRE, SK11 0EN

Deadline: 27th January 2020 (extended to 14th February)

Application No:	19/5931M
Proposal:	Demolition of the existing dwelling and outbuildings and the erection of a replacement three-bedroom part subterranean dwelling incorporating underground parking and associated landscaping
Location:	Ridge Cottage, Hollin Lane, Sutton, SK11 0NN

Deadline: 05-Feb-2020 (extended to 14th February)

Application No:	20/0012M
Proposal:	Single storey rear and side elevation extension
Location:	2, SELWYN DRIVE, SUTTON, SK11 0EF

Deadline: 05-Feb-2020 (extended to 14th February)

Application No:	20/0167M
Proposal:	Two storey and single storey side extension
Location:	53, WALKER LANE, SUTTON, MACCLESFIELD, CHESHIRE, SK11 0DZ

Deadline: 12-Feb-2020 (extended 14th February)

Application No:	20/0113M
Proposal:	Hybrid application comprising: Full planning permission for the development of the upper quarry including, improvements to site access, the erection of 8 no. industrial / storage units, proposed landscaping and ecological mitigation works. Outline planning permission for the development of the lower quarry to provide up to 13 no. of additional units.
Location:	HAWKSHEAD QUARRY, LEEK OLD ROAD, SUTTON, CHESHIRE, SK11 0JB

Deadline: 04-Mar-2020

Application No:	19/5837M
Proposal:	In the matter of a retrospective application for works undertaken and completion of the conversion and reuse of the Long Barn to enable residential use (2 dwellings) with associated works.
Location:	BROAD OAK FARM, LEEK OLD ROAD, SUTTON, CHESHIRE, SK11 0JA

Deadline: 12-Feb-2020 (extended 14th February)

49/20 **Noted; Decisions, appeals and withdrawals this month:**

Application No:	19/2400M
Proposal:	Conversion of existing attached single-storey outbuilding to ancillary domestic use and construction of single-storey detached ancillary domestic accommodation
Location:	Knowles House Farm, HOLLIN LANE, SUTTON, SK11 0HR
Appeal Start Date:	29-Jan-2020
Appeal Ref:	APP/R0660/D/19/3242952
Application No:	19/2400M

Proposal:	Conversion of existing attached single-storey outbuilding to ancillary domestic use and construction of single-storey detached ancillary domestic accommodation
Location:	Knowles House Farm, HOLLIN LANE, SUTTON, SK11 0HR
Appeal Start Date:	29-Jan-2020
Appeal Ref:	APP/R0660/D/19/3242952

CORRESPONDENCE

- 50/20** Member of the Public - To **consider** response to request for parking notice Cop Meadow.
- 51/20** Member of the Public - To **consider** response to concerns over safety of parking outside Sutton guide and scout hut.
- 52/20** Member of the Public – To **consider** response regarding sale of land The Settlement, Lyme Green.
- 53/20** Residents Lyme Green Settlement – to **consider** response regarding proposed sale of Trust’s land to West of London Road.
- 54/20** National Allotment Society – To **consider** attending NW Regional Allotment Officer’s Forum 31st March 9.30 a.m. to 10 a.m., Lymm.
- 55/20** Cheshire East Council – Macclesfield Area Highway Group Meeting 12th March 6 p.m. – 8.30 p.m.
- 56/20** Cheshire East Council – Invitation to Mayor of Cheshire East Civic Service 11 a.m. 1st March 2020.
- 57/20** ChALC – Chairmanship Course.

STAFFING COMMITTEE

- 58/20** To **note** that the Clerk’s annual appraisal has been satisfactorily undertaken in line with the council’s agreed policy.
- 59/20** To **agree** the proposed procedure for the undertaking of staff appraisal, which has been successfully piloted this year.

60/20 MATTERS FOR INCLUSION ON NEXT AND FUTURE MEETING AGENDA

- To **agree** to the setting up of a separate account for the allotments.
- To **consider/agree** quote for maintenance of the Pleasance.
- To **discuss** putting together a Parish Council backup plan.
- To **consider** setting up working group to consider ways to increase the wider circulation of the PCC magazine.
- To **agree** receive report from the Climate Emergency group and agree next steps.
- To **review** list of regular payments (*April 2020*)

- 61/20 DATE OF NEXT MEETING – Thursday 12th March 2020 commencing at 7.30 p.m. in St. James Church Hall, Sutton.**

PART TWO

To consider passing a resolution under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 (Section 100(a) of the Local Government Act 1972) to exclude the public and press from the meeting for the following item of business on the grounds that it could involve the likely disclosure of exempt information.

Sarah Giller

Clerk to Sutton Parish Council.....

7th February 2020

47/20

SCHEDULE OF RECEIPTS AND PAYMENTS FEBRUARY 2020

Receipts From: NONE RECEIVED

Payments To:

Chq 643	Sarah Giller	Clerks Salary made up of Salary £602.49 and Expenses £54.49 JANUARY	£656.98
Spending power: LGA 1972 S112 and LGA 1972 s111			
Chq 644	Fairway Landscapes Ltd	Supply of labour, collect, install, dismantle Christmas trees.	£234.00
Spending power LGA 1972 s137			
Chq 645	TO BE AGREED	Allotments - Skip hire (hire company and skip size to be agreed in meeting)	(£90 – £225)
Spending power: Small holdings & Allotments Act 1908 s23			
Chq 646	Mr M Horrox	Allotments – extra keys cut for the allotments.	£39.00
Spending power: Small holdings & Allotments Act 1908 s23			
DD	EON	Electricity supply JANUARY 2020	£169.07
Spending power: Parish Councils Act 1957, s.3			

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Chairman