

# SUTTON PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING

**HELD ON THURSDAY 13<sup>th</sup> February 2020 at 7.30 p.m.**  
IN ST JAMES CHURCH HALL, SUTTON

### PRESENT

**Councillors:** A Waller (Chairman), G Barber, M Eardley, D Fosbrook, M Horrox, E Jones, J Sinclair Smith and T Whiskard (Vice Chairman).

**Also present:** the Parish Clerk.

### 22/20 APOLOGIES

**THE COUNCIL RESOLVED** to **approve** apologies received from Cllrs M Bhatia, R Chamberlain and B Griffiths, the Cheshire East Ward Member and the Neighbourhood Policing Team.

### 23/20 DISPENSATIONS AND DECLARATIONS OF INTEREST

None Reported

### 24/20 TO CONFIRM AND SIGN THE MINUTES AS A TRUE RECORD OF THE MEETING

**THE COUNCIL RESOLVED** to **approve** the Minutes of the Meeting dated Thursday 9<sup>th</sup> January 2020 which were confirmed as a correct record and signed by the Chairman.

### 25/20 TO RECEIVE QUESTIONS FROM MEMBERS OF THE PUBLIC

There were no members of the public present.

### MEMBERS REPORTS

**26/20 THE COUNCIL RESOLVED** to **receive** report from the Cheshire East Ward Member.

The Ward Member is progressing various issues to do with highways, parking and planning. He is also helping Park4all find additional funding for the playground at Robin Lane.

#### Items to be reported/discussed with Ward Councillors;

- Request for HGV warning signage on Heathcotes Lane/Cockhall Lane still not been installed.
- Travelling from Sutton via Hall Lane towards Macclesfield road surface patchy and "SLOW" painted on the road on bend needs re-writing.
- Bend at junction of Langley Road, Jarman Ridge Hill - arrow sign warning of the sharp bend when travelling from Langley to Jarman has collapsed.

**27/20 THE COUNCIL RESOLVED** **received** report from Macclesfield Neighbourhood Policing Team.

PCSO Jim Newns has been visiting Hollinghey School on regular basis and liaising regarding various parking issues around the school.

**28/20 THE COUNCIL RESOLVED** to **receive** report from Macclesfield Forest & Wildboardclough Working Group meeting 15th January. Items discussed included:

- United Utilities have now finished felling trees.
- Council Enforcement Officers were out in force to deal with the traffic problems over the Christmas holidays.
- The Macclesfield Forest leaflet needs re-printing and they are looking into ways to fund this.
- United Utilities confirmed that they will be able to provide Christmas trees next year.

**29/20 THE COUNCIL RESOLVED** to **agree** the adoption of proposed actions by the Climate Emergency Working Group.

### MATTERS FOR CONSIDERATION BY THE COUNCIL

**30/20 THE COUNCIL RESOLVED** to **agree** the appointment of Jeff Flitcroft as Co-opted Councillor to the Lyme Green Ward. There was one other candidate.

**31/20 THE COUNCIL RESOLVED** to **agree** arrangements for Sunflower Competition and **agree** printing of posters, competition letters and purchase of prizes.

- 32/20 **THE COUNCIL RESOLVED** to **agree** continue to chase for a response in principle regarding the planting of Christmas trees.

#### ALLOTMENTS

- 33/20 **THE COUNCIL RESOLVED** to **approve** the Tenancy Agreement for the Lyme Green allotment holders. Agreement to include livestock subject to the prior written consent of the Parish Council.
- 34/20 **THE COUNCIL RESOLVED** to **approve** tenants meeting and refreshments for Saturday 29<sup>th</sup> February 2020 10 a.m. to 12 noon.
- 35/20 **THE COUNCIL RESOLVED** to **agree** to the deferral of rent increases and to **review** at the July 2020 meeting.
- 36/20 **THE COUNCIL RESOLVED** to **agree** that plots requiring an undue amount of work should only pay a peppercorn rent of £1 for the first year.
- 37/20 **THE COUNCIL RESOLVED** to **agree** that the Chairman of the Parish Council and Members of the Allotment Group will sign the allotment agreements.
- 38/20 **THE COUNCIL RESOLVED** to **approve** the hire of a skip from Cheshire Demolition at a cost of £198.
- 39/20 **THE COUNCIL RESOLVED** to **agree** quarterly inspections of allotments.
- 40/20 **THE COUNCIL RESOLVED** to **approve** the use of inspection guidelines, wording for disciplinary letters and record sheet.
- 41/20 **THE COUNCIL RESOLVED** to **agree** criteria for Waiting List as an *“Open Waiting list - open to other areas however Sutton Parish residents have first option”*.

#### PLAYING FIELDS - ROBIN LANE

- 42/20 **THE COUNCIL RESOLVED** to **receive** report from Park 4all @Lyme Green.  
Work on the Robin Lane Park has restarted after the bad weather. Five members of ANSA staff are currently working on the drainage solution, in addition they are laying the accessible pathways and fixing the fitness stations. The old swings, some of which were broken, have now been removed.

#### FINANCE

- 43/20 **THE COUNCIL RESOLVED** to **agree** 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 remove signatory and add new signatory).
- 44/20 **THE COUNCIL RESOLVED** to **approve** the 3<sup>rd</sup> Quarterly Income & Expenditure report (bank reconciliation and budget comparison) for October - December 2019.
- 45/20 **THE COUNCIL RESOLVED** to **note** bank statements up to January 2020 and agree correlation with bank reconciliation. Cllr Fosbrook **verified** the statements against the bank reconciliation.
- 46/20 **THE COUNCIL RESOLVED** to **review** Annual Assessment of Risk and **agree** the following actions:-
- Assets List – to *defer and ask seek opinion of Chalc over whether to include allotments on asset register.*
  - Risk Assessment - *Amendments Agreed*
  - Insurance – *Agreed. However, a back-up plan needs implementing.*
  - Standing Orders – *To be deferred to the March meeting.*
  - Financial Regulations - *Agreed*

- 47/20 **THE COUNCIL RESOLVED** to **approve** schedule of receipts and payments for **February 2020**.

**Receipts From:** NONE RECEIVED

**Payments To:**

Chq 643	Sarah Giller	Clerks Salary made up of Salary £602.49 and Expenses £54.49 <b>JANUARY</b>	£656.98
<b>Spending power: LGA 1972 S112 and LGA 1972 s111</b>			
Chq 644	Fairway Landscapes Ltd	Supply of labour, collect, install, dismantle Christmas trees.	£234.00
<b>Spending power LGA 1972 s137</b>			

Chq 646	Mr M Horrox	Allotments – extra keys cut for the allotments.	£39.00
<b>Spending power: Small holdings &amp; Allotments Act 1908 s23</b>			
DD	EON	Electricity supply JANUARY 2020	£169.07
<b>Spending power: Parish Councils Act 1957, s.3</b>			

## PLANNING

**48/20** Members **agreed** comments for return to the relevant authority for these new applications:

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

**THE COUNCIL RESOLVED** to **agree** the following comments to send to Cheshire East Council: *“Sutton Parish Council have no objection in principle to this application however we object to the erection of fencing on the property which is contrary to the existing covenants restricting the planting of hedges and erecting fencing.”*

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

**THE COUNCIL RESOLVED** to **agree** the following comments to send to Cheshire East Council: *“Sutton Parish Council object to this development due to its intrusion into the open countryside and impact on green belt.”*

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

**THE COUNCIL RESOLVED** to **agree** the following comments to send to Cheshire East Council: *“Sutton Parish Council have no objection in principle to this application however we object to the erection of fencing on the property which is contrary to the existing covenants restricting the planting of hedges and erecting fencing.”*

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

**THE COUNCIL RESOLVED** to **agree** the following comments to send to Cheshire East Council: *“Sutton Parish Council have no objection to this application.”*

<b>Application No:</b>	20/0113M
<b>Proposal:</b>	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.
<b>Location:</b>	HAWKSHEAD QUARRY, LEEK OLD ROAD, SUTTON, CHESHIRE, SK11 0JB

**THE COUNCIL RESOLVED** to **agree** the following comments to send to Cheshire East Council: *“Sutton Parish Council have no objection to this application.”*

<b>Application No:</b>	19/5837M
<b>Proposal:</b>	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.
<b>Location:</b>	BROAD OAK FARM, LEEK OLD ROAD, SUTTON, CHESHIRE, SK11 0JA

**THE COUNCIL RESOLVED** to **agree** the following comments to send to Cheshire East Council: *“Sutton Parish Council object to the use of modern materials on the western elevation (lento extension) and there is insufficient details on parking, landscaping and environmental matters.”*

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

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

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

#### CORRESPONDENCE

- 50/20 THE COUNCIL RESOLVED to agree** to forward this item to Cheshire Peaks and Plains for them to consider a response regarding Public's request for a parking notice on Cop Meadow.
- 51/20 THE COUNCIL RESOLVED to consider** response to concerns over safety of parking outside Sutton guide and scout hut and **agreed** to ask Cllr Bhatia to liaise with the scouting groups and pass information on to PCSO.
- 52/20 THE COUNCIL RESOLVED to consider** a response to a Member of the Public regarding the possible sale of land at "The Settlement, Lyme Green". It was **agreed** that this item should be left with the Ward Councillor to action and to await the outcome of their meeting on the 17<sup>th</sup> February.
- 53/20 THE COUNCIL RESOLVED to agree** that a response to "Residents of the Lyme Green Settlement" regarding the proposed sale of the Trust's land to West of London Road should be left with the Ward Councillor to action and to await the outcome of the residents meeting on the 17<sup>th</sup> February. It was generally felt that this matter does not lie within the Councils powers to influence the sale of private land.
- 54/20 THE COUNCIL RESOLVED to agree** that no Members would be able to attend the NW Regional Allotment Officer's Forum on 31<sup>st</sup> March, Lymm.
- 55/20 THE COUNCIL RESOLVED to agree** that Cllr Horrox would attend Cheshire East Council Macclesfield Area Highway Group Meeting on the 12<sup>th</sup> March.
- 56/20 THE COUNCIL RESOLVED to agree** that no Members were able to attend Mayor of Cheshire East Civic Service 1<sup>st</sup> March 2020.
- 57/20 THE COUNCIL RESOLVED to agree** that Members should inform the Clerk if they wanted to attend one of the ChALC Chairmanship courses in February.

#### STAFFING COMMITTEE

- 58/20 THE COUNCIL RESOLVED to note** that the Clerk's annual appraisal has been satisfactorily undertaken in line with the council's agreed policy.
- 59/20 THE COUNCIL RESOLVED to agree** procedure for the undertaking of staff appraisals, 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 **review** list of regular payments (*April 2020*)
  - To **discuss/agree** rent increases and to **review** at the July 2020 meeting. (*July*)
- 61/20 DATE OF NEXT MEETING – Thursday 12<sup>th</sup> March 2020 commencing at 7.30 p.m. in St. James Church Hall, Sutton.**

The Meeting was declared closed by the Chairman at 9.56 p.m.