

# HANKELow PARISH COUNCIL

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Clerk

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**Parish Councillors are summoned to a  
MEETING OF THE PARISH COUNCIL**

**DATE: TUESDAY, 25 JULY 2017**  
**TIME: 7.30 pm**  
**NOTE VENUE: HANKELow METHODIST CHAPEL  
HANKELow**



Signed

Date: 21 July 2017  
Re-issued: 24 July 2017

To: Members of the Parish Council  
(G Foster (Chairman), G Cope (Vice-Chairman), C Ainley, I Jones and A Lee)

cc: Cheshire East Ward Councillor Rachel Bailey

**MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND THIS MEETING**

Members of the public are encouraged to print off their own copies of the agenda from the village website ([http://www.hankelow.info/parish\\_council.html](http://www.hankelow.info/parish_council.html)). If paper copies of the agenda and/or any associated reports are required, please contact the Clerk who will arrange for copies to be made available at the meeting.

# AGENDA

## 1 APOLOGIES FOR ABSENCE

## 2 DECLARATIONS OF INTEREST

Members to declare any non-pecuniary or disclosable pecuniary interest (DPI) which they have in any item of business on the agenda, the nature of that interest, and in respect of DPIs to leave the meeting prior to the discussion of that item. For Members' guidance, a table of DPIs is appended as the last page to this agenda.

Whilst the Clerk can advise on the Code of Conduct and its interpretation, the decision to declare, or not, is the responsibility of the Parish Councillor, based on the particular circumstances.

## 3 MINUTES

To approve as a correct record, the Minutes of Annual Council held on 2 May 2017.

## 4 NEIGHBOURHOOD PLANNING

To receive an update from the Neighbourhood Plan Steering Committee.

## 5 FINANCIAL MATTERS

### 5.1 Authorisation of Payments

To note that the following payments have been made subsequent to the meeting held on 2 May 2017.

£280.00	Came and Company – insurance premium for 2017-2018
£84.20	Carol Jones – reimbursement for payment to HMRC for tax

The Parish Council is asked to authorise the following payments:

£1,068.00	Cheshire Wildlife Trust (£890.00 net and £178.00 VAT)
£74.40	HMRC – Tax on Clerk's salary
£60.00	Weaver Financial Ltd. – internal audit 2016/2017
£50.00	Cheshire Community Action – affiliation fee

### 5.2 Payroll Service

The payroll service, currently carried out by Thirsk Community Association, has transferred to T P Jones & Co LLP with effect from 30 June 2017.

John Harron (who currently provides the service) is working closely with the company to ensure a smooth transition and he will continue in this role until March 2018. In the meantime, an invoice for the first quarter has been received. This is for £15.00 for April-June 2017 and the payee is J Harron.

### 5.3 Internal Audit

To receive the Internal Auditor's report and to note the recommendations:

- (i) Financial Regulations to be reviewed (The Regulations were up-dated in January 2016 and a revised document will be submitted to the September meeting for adoption).
- (ii) Contract of employment for the Clerk. A model contract can be provided at the September meeting.

- (iii) The Council has not undertaken a risk assessment during 2016/2017 and this should be carried out (see agenda item 10).  
Members should note that as this is a requirement under the CIPFA Regulations, BDO LLP, the external auditor, may issue a qualified audit.
- (iv) Assets controls: Insurance valuation is £18,075, but the asset valuation listed is £25,697.  
This is incorrect. The valuation as listed on the Annual Return is £24,530 (not £25,697) and is the value which was arrived at in 2012/2013 following comments made by BDO LLP. The Clerk can review the insurance schedule and notify Came & Company of the up-dated assets.

## **6 LONGHILL LANE – HIGHWAY SAFETY ASSESSMENT (18 JULY 2017)**

Members to report on the site meeting held on 18 July 2017. In the meantime, the following is the official response from Cheshire East Highways.

*The road safety team works in partnership with Cheshire Constabulary and Cheshire Fire & Rescue Service to promote the safety of all highway users through education, enforcement and engineering solutions, as appropriate to each situation.*

*I understand your concerns with regards to road usage in and around Hankelow, but it is not really feasible to monitor all roads.*

*If there is a particular issue with speeding, dangerous driving or overweight vehicles this would need to be brought to the attention of the Police.*

*The possible provision of new traffic-calming measures or restrictions needs to be added to the Minor Works List to be considered at the next local Area Highways Group (AHG) meeting, to be assessed for feasibility and funding. This requires the support of your local ward member. The AHG decides where resources are directed and which schemes are progressed in their areas, providing the Councillor sees some merit in pursuing the scheme. These are then fed through to the Cheshire East Highways Team to implement.*

*In order for this to happen, may I suggest in the first instance that you bring this matter to the attention of your local Ward Councillor for her support.*

## **7 DOG FOULING**

A resident has commented that in recent weeks there have been incidences of dog-fouling along the verge and footway in the vicinity of the village green and also along the Hall lane side of the pond.

The resident has asked if the Parish Council could assist in providing signs, or dog-waste bins. He has contacted Cheshire East Council about this matter, but has not received a response.

## **8 STREET NAMING – NEW STREET OFF AUDLEM ROAD, HANKELOW (DEADLINE DATE FOR SUGGESTIONS: 24 JULY 2017)**

Under Cheshire East Council's Street Naming and Numbering Policy procedure, the Council is required to gather views of various internal and external bodies, including the Ward Councillors and Parish Council, for any proposed new street names being allocated under the Council's Street Naming and Numbering statutory powers.

An application has been received to name a new street off Audlem Road (Planning Application No. 16/3764N). The developer has not put forward any suggested names and the Council is invited to make its own suggestions.

It has not been possible to save a copy of the location and site plan. The e-mail sent by CEC is enclosed.

Comments are required by 24 July. The Clerk has asked for an extension to 25 July, but as this is a statutory deadline, it might not be possible.

## **9 PLANNING**

Comments are invited on the following planning applications:

17/3339N Hankelow Manor, Hall Lane, Hankelow  
Listed building consent for installation of a new central heating system and hot water system and build partition stud wall in master bedroom to create a walk-in wardrobe and en-suite.

Deadline date for observations is 9 August 2017.

17/2939N Lodge Farm, Audlem Road, Hankelow  
Reserved matters on application No. 16/3764N on condition 2, details of additional tree planting to rear of plots 16, 17, 18 and 19

The deadline date for observations was 19 July 2017. The Clerk has asked for an extension to 25 July and this has been granted.

## **10 RISK ASSESSMENT/MANAGEMENT**

The Parish Council is asked to approve the enclosed risk assessment/management schedule, subject to any amendments to be made at the meeting.

## **11 DRAINAGE SYSTEM**

Some residents have received a letter from Cheshire East Council asking them to check their drains as there appears to be foul water entering the drainage system.

The Clerk is making enquiries of CEC to enquire if there are any maps showing the storm-water system for Hankelow.

## **12 THE WHITE LION PUBLIC HOUSE ACTION GROUP**

To receive an update from the independent group established to take forward the establishment of The White Lion as a community pub.

## **13 STRIMMER**

To consider purchasing a strimmer. This item was requested at the Parish Meeting.

## **14 SHARED INFORMATION**

Parish Councillors are invited to share information which was not available at the time of publication of the agenda.

This is also an opportunity for Councillor Rachel Bailey, the Ward Councillor, to report on Cheshire East Council matters of interest; and for Parish Councillors who are appointed as representatives on outside bodies to report on any recent meetings.

## **15 DATE OF NEXT MEETING**

**4 September 2017**

## PLANNING APPLICATIONS

The following are the material grounds on which the Parish Council can make observations on planning applications.

1	The Development Plan in all its aspects.	13	Highway issues: traffic generation, vehicular access, highway safety.
2	Government legislation and guidance	14	Adverse impact on nature conservation interests and biodiversity opportunities.
3	Has there been pre-application consultation?	15	Loss of effect on trees.
4	Previous appeal decisions and Planning Inquiry reports	16	Capacity of physical infrastructure, eg public drainage or water systems.
5	Siting	17	Loss of privacy
6	Loss of sunlight (based on Building Research Establishment Guidance)	18	Layout and density of building design, visual appearance and finishing materials.
7	Over-shadowing/loss of outlook to the detriment of residential amenity (Note: Not related to loss of view)	19	Deficiencies in social facilities, eg, spaces in schools, doctors' surgeries.
8	Inadequate or inappropriate landscaping.	20	Effect on listed buildings and conservation area.
9	Compatibility with street scene.	21	Flooding
10	Development effect on neighbouring properties	22	Storage and handling of hazardous materials and development of contaminated land.
11	Appropriateness of use taking account of local area.	23	Local financial considerations offered as a contribution or grant.
12	Incompatible or unacceptable uses.	24	Neighbourhood Plan

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The following are non-relevant matters and will be disregarded by the Borough Council.

- Matters controlled by other legislation
- Problems arising from the construction period of any works (these are covered by the Control of Pollution Acts).
- Opposition in principle to development when this has been settled by an outline planning permission or appeal.
- Effect on private rights.
- Provisions in covenants/deeds.
- Applicant's personal circumstances (unless exceptionally and clearly relevant, eg provision of facilities for someone with a physical disability).
- Effect on property values.
- Loss of view
- Opposition to business competition.
- Factual misrepresentation of the proposal.
- Private opinions.
- Business competition
- Moral issues