

# 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, 7 JULY 2015  
**TIME:** 7.30 pm  
**VENUE:** SCHOOL ROOM, HANKELow METHODIST  
CHURCH, HANKELow

Enquiries to: Clerk: Carol Jones

Tel: 01270 812065



Signed

Date: 30 June 2015

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 ([www.hankelow.eu](http://www.hankelow.eu)). 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.

## **Notes**

### **1) Members of the Public**

The Parish Council welcomes and encourages members of the public to attend its meetings. You are requested to enter and leave quietly and to remain quiet during the meeting. Mobile phones and pagers should be switched off, and no food or drink should be brought into the meeting.

Members of the public are not able to participate in meetings but are able to ask questions or make a statement prior to the start of the meeting. In addition, if residents feel that there is a matter which should be brought to the attention of the Parish Council they may contact the Clerk, the Chairman, or any member of the Parish Council, and arrangements can be made to place the item on the agenda for the next meeting, if appropriate.

On occasions, members of the press and public will be excluded from the meetings when the business to be transacted is of a confidential nature; for example, dealing with individual people, staffing matters, contracts and financial affairs of other parties.

### **2) Parish Councillors**

#### **A) Notice of items**

The Parish Council cannot lawfully decide any matter which has not been specifically included on the agenda, and there is case law to this effect (*Longfield Parish Council v Wright (1918) 88 LJ Ch 119*).

**B) Planning Grounds:** The grounds on which observations can be made on planning applications are as follows –

- |   |   |
|---|---|
| 1 Development Plan in all its aspects   | 8 Appropriateness of use taking account of local area |
| 2 Government legislation and guidance   | 9 Effect on highway safety                            |
| 3 Siting  | 10 Landscape  |
| 4 Design  | 11 Listed buildings                                   |
| 5 External appearance   | 12 Conservation areas                                 |
| 6 Compatibility with street scene   | 13 Land   |
| 7 Development effect on neighbouring properties, contamination, amenities and privacy | 14 Flooding   |

#### **Non-Relevant Matters**

- |   |   |
|---|---|
| 1 Matters controlled by other legislation | 6 Business competition                    |
| 2 Effects on private rights               | 7 Personal circumstances – health/finance |
| 3 Provisions in covenants/deeds           | 8 Ownership                               |
| 4 Effect on property values               | 9 Moral issues                            |
| 5 Private opinions                        |   |

Note: If the Parish Council agrees, in principle, with an application, but not in all aspects, suggestions for “development conditions” can be made, in line with relevant factors.

# A G E N D A

## 1 APOLOGIES FOR ABSENCE

## 2 DECLARATIONS OF INTEREST

Members to declare any non-pecuniary or disclosable pecuniary interest which they have in any item of business on the agenda, the nature of that interest, and in respect of disclosable interests to leave the meeting prior to the discussion of that item.

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 the Annual Council Meeting held on 12 May 2015. ...

## 4 FINANCIAL MATTERS

### 4.1 Authorisation of Payments

£89.40	Mrs C M Jones Reimbursement for settlement of the invoice from Suddenstrike Ltd for killing moles on the village green
£50.00	Allan Davenport – Internal Audit fee (audit of accounts 2014-2015)
£74.40	HM Revenue & Customs – Tax on Clerk's salary

### 4.2 Internal Audit Report

To receive the Internal Auditor's report for 2014-2015. There are no matters for noting. ...

Prior to submitting the accounts for audit, the Clerk attempted to update the Cheshire Building Society (CBS) passbook. CBS has now transferred over to Nationwide. The pass book cannot be up-dated until the two signatories (Gin Foster and Geoff Cope) visit the branch personally with photographic ID, following which the staff will explain the procedure for changing over the accounts.

## 5 PLANNING

The Parish Council is invited to comment on the following planning application which can be viewed on the Borough Council's website [By Clicking Here](#)

15/2788N	Land adjacent to 4 Swedish Houses, Audlem Road Erection of six dwellings, access works and landscaping
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The deadline date for comments is 29 July 2015.

Members are reminded that Parish Councils can only consider the applications before them on their merits. Cheshire East Council (CEC) does not have the capacity to respond to queries from consultees. Following validation of a planning application, CEC, as the Local Planning Authority, must make a determination as soon as possible, but no later than 8 weeks.

Although time limits on determination can be extended, these are where the applicant and the LPA agree, but cannot be extended for the benefit of consultees.

## 6 NEIGHBOURHOOD PLANNING

### 6.1 Minutes of Meetings

To receive the following Minutes of the Steering Group meetings:

- 12 March 2015
- 9 April 2015
- 6 May 2015
- 11 June 2015 (to follow under separate cover/to be tabled)

...

### 6.2 Progress

The Neighbourhood Plan Steering Group to report on progress.

## 7 RISK ASSESSMENT/MANAGEMENT

The Parish Council is required to undertake an annual assessment of risks and identify a means of managing those risks.

...

A risk assessment/management schedule is enclosed for consideration.

## 8 PERMISSIVE PATH – CORBROOK COURT

The Clerk has followed up this matter and expects to be able to report to the meeting.

## 9 LOCAL GOVERNMENT TRANSPARENCY

A new transparency code for smaller authorities has been introduced, viz. The Smaller Authorities (Transparency Requirements) (England) Regulations 2015 (in force from 1 April 2015) which provide that town and parish councils in England, whose turnover does not exceed £25,000 *must publish the information specified in the Code in the manner and form and on the occasions specified in the Code*. The Code is the Transparency Code for smaller authorities published by DCLG in December 2014.

Hankelow Parish Council is a smaller authority as defined in the regulations as its turnover is less than £25,000 each year.

The following are the requirements. Note: A tick mark indicates that the Parish Council already conforms to the requirement.

### (a) From April 2015 Smaller Councils should publish

- Minutes of formal meetings (including drafts of council, committee and sub-committee minutes no later than one month after the meeting). ✓
- Full and informative agendas not later than three clear days before the meeting to which they relate (The Clerk routinely issues the agenda five clear days before each meeting which is a requirement for principal authorities only.) ✓

### (b) From July 2015 (and annually thereafter) Smaller Councils should publish

- Details of every item of spend of £100 or more (exclusive of VAT) showing the date/purpose/amount/and VAT which cannot be recovered.
- End of Year accounts as per the Annual Return. ✓
- The annual governance statement as per the Annual Return.
- Bank reconciliation statements.
- The Internal Audit report as per the Annual Return.
- Names of councillors, their responsibilities and which committees and outside bodies they are appointed to by the Council.
- List of assets (land and buildings)

The information should be published on the website. Where councils do not have their own website, the information can be published on another organisation's website. The Parish Council does not have its own website but is able to use the village website.

**(c) Councils with Annual Turnover exceeding £25,000 but not exceeding £200,000**

There is no transparency code for this group of town and parish councils.

**10 BOROUGH COUNCILLOR'S REPORT**

Councillor Rachel Bailey to report on Cheshire East Council matters of interest.

**11 SHARED INFORMATION/REPORT OF MEMBERS APPOINTED TO OUTSIDE BODIES**

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 Members who are appointed to outside bodies to report on any recent meetings.

**12 DATE OF NEXT MEETING**

**1 September 2015**