

**MINUTES OF ORDINARY MEETING OF DISLEY PARISH COUNCIL
HELD ON WEDNESDAY 7th SEPTEMBER 2016 AT DISLEY COMMUNITY CENTRE**

<u>Present:</u>	Cllrs. Kidd (Chairman), Pattison (Vice Chair), Adams, Davenport, Harrop and Kennedy. Start time: 7.30pm
4204	<u>To receive apologies for absence</u> Apologies were received from Cllr. Chavasse-Hadfield.
4205	<u>To receive any Declarations of Interest.</u> None
4306	<u>Public Forum</u> Mr. Scott Dignan of Frankie's Wine Bar outlined a planning decision for an extension to the premises at 9/11 Buxton Old Road. Particular reference was made to the requirement of a fire escape which would let out onto DPC land at the rear of the Community Centre. Mr. Dignan highlighted that any fire exit installed would have internal steps, an internal-only break glass and push bar release and that the door would be disguised on the exterior by the use of walling materials. Mr. Dignan left copies of the plans with the Council and said he hoped to start work w/c 12th September and requested a quick response from the Council if possible. Mr. Dignan said that there was an alternative fire route through the interior of the building and Cllr. Harrop pointed out that this would be far more costly than the proposed route across Council land. Cllr. Pattison asked Mr. Dignan to clarify the use of the four windows and the roof light in the extension. Mr. Dignan confirmed that it was a condition of the premises licence that these could only be opened until 11.00pm. Cllr. Kidd requested that Mr. Dignan put all of his proposals in writing to allow the Council to consider them and consult a solicitor if necessary. Mr. Dignan was thanked for his time.
4307	Councillors agreed to move this agenda item forward as it had a direct relevance to the previous item. <u>To consider a request from Mr Frank Berry of Frankie's Wine Bar for the purchase, lease or rent of Parish Council land to the rear of the Community Centre.</u> Cllr. Kidd stated that the sale of the land to the rear of the Community Centre was not in the interest of the parish. Cllr. Davenport highlighted that the sale of the asset may be restricted by the terms of the asset transfer from Cheshire East Council. Councillors agreed that the request for the purchase, lease or rent of Parish Council land to the rear of the Community Centre be rejected. However, a potential easement was not rejected in relation to Item 4306 (above). Proposed: Cllr. Pattison Seconded: Cllr. Adams Unanimously agreed

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Resolved	<i>That the request from Mr. Frank Berry of Frankie's Wine Bar for the purchase, lease or rent of Parish Council land to the rear of the Community Centre is rejected by the Council.</i>
6308	<p><u>To receive Chairman's Report</u> Cllr. Kidd commented that the Council was entering a busy period of activity with various events such as the Civic Service and Remembrance Sunday and projects like the Community Centre building work, on the near horizon.</p>
6309	<p><u>To note any correspondence received.</u> <u>Diane Guy – Thos. Ouff & Poor Charity</u> – Diane Guy and Gaynor Marshall requested to be replaced as trustees of the charity. Cllrs. Kennedy and Pattison agreed to replace them as trustees. The Clerk was requested to communicate this to Mrs Guy and instruct the solicitors to make the necessary arrangements. Cllr. Pattison requested the Chairman to formally write to all three previous trustees thanking them on behalf of the Council for all their help with the charity. <u>Penny Robinson – Disley Under Fives</u> – Invitation to Councillors to attend a Welcome Event on Friday 16th September at 3.30pm in the School Hall. Cllrs. Kidd and Pattison both said they would try and attend. The Clerk was asked to respond on their behalf. <u>Paul Smith – Morning Sports Club</u> – Outline of ideas to hold a variety of regular pre-work morning sports events around the village. Councillors agreed that the Parish Council could get involved in advertising the events and had no issues with DPC facilities such as the Ball Court being used as long as there was no charge made. The Clerk was asked to arrange a meeting between Cllr. Kidd, Mr. Smith and himself to discuss the matter further.</p>
6310	<p><u>To agree as a true and accurate record the minutes of the Council Meeting held on 27th July 2016.</u> Proposed: Cllr. Kennedy Seconded: Cllr. Adams Unanimously agreed</p>
Resolved	<i>That the minutes of the Council Meeting held on 27th July 2016 are approved as a true and accurate record.</i>
6311	<p><u>To receive Cheshire East Councillors' Report</u> Cllr. Davenport highlighted a number of major planning decisions that had been made over the summer, including the rejection of a new village near Crewe and the approval of a new telescope at Jodrell Bank and the Kings School site in Macclesfield. The Cheshire East Local Plan is currently being considered by the inspector and is due to be completed by late 2017. The Plan covers housing and employment sites but housing figures for local service centres, such as Disley are not in the initial part of the plan. Cllr. Pattison raised the condition of the road surface on Redhouse Lane and</p>

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	<p>Cllr. Davenport agreed to raise this with Cheshire East Highways. Cllr. Pattison also asked Cllr. Davenport to clarify with Cheshire East the A6/MARR mitigation measure under discussion for Hollinwood Road.</p> <p>Cllr. Davenport reported that he had met with Network Rail and had discussed the station car parking issue and the land between the Memorial Park and the railway line. Network Rail had agreed to respond to Cllr. Davenport's queries. Cllr. Pattison reported David Rutley, MP had secured a meeting with Network Rail to discuss Disley issues at the end of September. Cllr. Davenport reported the success of the Tour of Britain cycling event and the good publicity it had generated for Cheshire East.</p>
6312	<p><u>To receive and consider Appendix D - the Disley Parish Council Projects List and associated reports.</u></p> <p><u>9.1 Communications Review – To consider proposals to Parish Council communications.</u></p> <p>Cllr. Pattison highlighted that the notice board in Newtown near the New Mills junction belonged to the Parish Council. Cllr. Pattison also requested that the old "Hagg Bank Allotments" sign on Hagg Bank Lane be removed.</p> <p>Cllr. Harrop requested the Clerk to obtain three quotes for full website management including host and content management. Cllr. Harrop suggested local company, Code 4 Media. Councillors agreed to reduce the Disley News newsletter to two editions per year, Summer and Winter. Cllr. Harrop disagreed with the use of Office 365 as a means of creating separate email accounts for the Clerk and Admin Assistant and suggested the use of Google email accounts. Councillors requested the Clerk to clarify the registration of website domain name. Cllr. Davenport suggested that Cheshire East IT Department be approached for advice on web hosting, website content management and email addresses etc. Cllr. Pattison suggested that ChALC be approached with the same request. Cllr. Harrop requested that the outdated map and business details be removed from the canal notice boards and that businesses be approached directly to provide replacement posters.</p> <p><u>9.2 Community Transport – Receive a report from the Administration Assistant.</u></p> <p>Cllr. Kidd thanked the Admin Assistant for her report and congratulated her on the progress that was being made with the community bus. Cllr. Pattison also thanked Cllr. Adams for all her efforts in relaunching the bus scheme. Councillors requested that a simple questionnaire be created for completion by bus user in order to capture feedback and improvement suggestions. This would be useful as evidence in any future funding applications.</p> <p align="right">Received</p> <p><u>9.3 DPC Office/Community Centre project – To consider the formation of a Working Group to include outside partners.</u></p> <p>Cllr. Kidd outlined the need for a Working Group to link with the Police and library as well as to push the project forward. Cllrs Adams, Kennedy and</p>

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	<p>Pattison agreed to be on this Working Group. Cllr. Pattison had chased the architect for the quotations. The Clerk was asked to obtain an up to date valuation of the current Council Offices.</p> <p align="center"><u>9.4 Neighbourhood Plan – To receive the minutes of the NP Steering Group meeting of 4th August 2016.</u></p> <p>Cllr. Adams added an update that a further meeting to cover the Housing Needs and Business questionnaires was planned for 8th September and that 6 main policy areas had been identified.</p> <p align="right">Received</p> <p align="center"><u>9.5 Newtown Playing Fields – To consider a fee proposal for the development of a masterplan for Newtown Playing Fields.</u></p> <p>Cllr. Pattison suggested that a masterplan for Newtown Playing Fields would bring a long-term and coordinated approach to improvement of the playing fields, play area and changing rooms etc. The price quoted was advantageous as Ruth Morgan was also undertaking project management for the Arnold Rhodes project.</p> <p>Proposed: Cllr. Harrop Seconded: Cllr. Davenport Unanimously agreed</p>
Resolved	<i>That the fee proposal for the development of a masterplan for Newtown Playing Fields be accepted.</i>
6313	<p><u>To consider a formal application process for the awarding of Community Grants by the Parish Council.</u></p> <p>Cllr. Harrop suggested that Parish Council Grants be advertised in the Newsletter, eBulletin and on the website.</p> <p>Proposed: Cllr. Harrop Seconded: Cllr. Adams Unanimously agreed</p>
Resolved	<i>That the formal application process for the awarding of Community Grants by the Parish Council be adopted with immediate effect.</i>
6314	<p><u>To consider Cheshire Constabulary’s Operation Shield initiative and the Parish Council’s contribution towards it.</u></p> <p>Cllr. Harrop proposed that the Parish Council offer to advertise Operation Shield for the Police through the Newsletter, eBulletin and website. He also requested details of how the registration process works with the Police once items had been labelled. Cllr. Pattison suggested that the Community Centre be made available to the Police for an Operation Shield event. Cllr. Harrop proposed that a marking kit be purchased for DPC equipment.</p> <p>Proposed: Cllr. Harrop Seconded: Cllr. Adams Unanimously agreed</p>

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Resolved	<i>That the Parish Council contact Cheshire Constabulary and offer to advertise Operation Shield through the Newsletter, eBulletin and website and offer the use of the Community Centre for any event they might wish to run. Furthermore, that the Parish Council purchase a marking kit to label all the Council's equipment.</i>
6315	<u>To consider the confirmation of appointment of the Parish Clerk and Administration Assistant following completion of their 6 months probationary periods.</u> Proposed: Cllr. Kennedy Seconded: Cllr. Adams Unanimously agreed
Resolved	<i>That the Parish Council confirms the appointment of the Parish Clerk and Administration Assistant following completion of their 6 months probationary periods.</i>
6316	<u>To consider the Parish Council opening times for the Christmas and New Year period.</u> Proposed: Cllr. Harrop Seconded: Cllr. Davenport Unanimously agreed
Resolved	<i>That the Parish Council agrees the Parish Council opening times for the Christmas and New Year period as proposed.</i>
6317	<u>To note Planning Comments submitted to Cheshire East on 5th August 2016.</u> Noted
6318	<u>To note Planning Comments submitted to Cheshire East on 25th August 2016.</u> Noted
6319	<u>To note Planning Decisions as listed on Appendix B</u> Noted
6320	<u>To note the Meeting and Event Schedule as listed on Appendix C</u> Councillors agreed to make a donation to Dan Hodgkiss and Aimee's wedding present. Noted
6321	<u>To note Community Centre repayment due to Cheshire East Council for incorrect Quarterly Recharge dated 16/06/2015.</u> Noted
6322	<u>To note payment of Accounts as listed on Appendix A (1)</u> Noted

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6323	<u>To note payment of Accounts as listed on Appendix A (2)</u>				Noted
6324	<u>To authorise payment of Accounts as listed on Appendix A (3)</u>				
	<u>Trans</u>				
	<u>No.</u>	<u>Cheque</u>	<u>Payees</u>		<u>Amount</u>
	183	005314	Bakewell & Eyam Community Transport - Community Bus driver training (4 drivers)		£432.00
	184	005315	Print Approved - Design and printing of Newsletter - Autumn 2016		£895.00
	185	005316	Edge IT Systems Ltd - AdvantEDGE Finance software license and support		£648.00
	186	005317	Cheshire East - CCTV contribution		£6,660.00
	187	005318	Stockport Electrical Services Ltd - Portable equipment testing		£122.40
	188	005319	Cheshire Community Action - Neighbourhood Plan consultancy		£936.80
	189	005320	Autographics - "No Entry" sign in aluminium CNG - Community Centre Gas charge - July 2016		£58.32
	190	DD/220816/CNG	Suez - Community Centre waste disposal - July 2016		£76.17
	191	DD/310816/SUEZ	Cheshire East - DPC Offices - Rates - August 2016		£131.14
	192	DD/300816/CEC			£152.00
					£10,111.83
	Proposed: Cllr. Harrop Seconded: Cllr. Davenport Unanimously agreed				
Resolved	<i>That the payment of Accounts as listed on Appendix A (3) totalling £10,111.83 is authorised.</i>				
6325	<u>To note Quarter 1 Budget Comparisons and financial statement to 30/08/2016.</u>				
	Councillors agreed that the new quarterly Budget Comparison report was easier to understand than previous versions. Cllr. Adams asked the Clerk to clarify why Item 210/5 Council Office Gas had nearly reached the budget in the first quarter.				Noted
	The meeting concluded at 9.40pm				

Signed: _____