

**MINUTES OF EXTRAORDINARY MEETING OF DISLEY PARISH COUNCIL
HELD ON TUESDAY 21ST MARCH 2017 AT DISLEY COMMUNITY CENTRE**

<u>Present:</u>	Cllrs. Kidd, Pattison, Adams, Davenport (arrived 6.20pm), Harrop and Kennedy. Start time: 5.30pm
6503	<u>To receive any Apologies for Absence.</u> Apologies were received from Cllr. Chavasse-Hadfield
6504	<u>To receive any Declarations of Interest.</u> None received
6505	<u>Public Forum</u> No members of the public were in attendance.
6506	<u>To note any correspondence received.</u> <u>Parish Clerk</u> – The Clerk had emailed Councillors to confirm their availability for the next Council Meeting on Wednesday 12 th April 2017. Cllrs. Adams, Harrop and Davenport confirmed their availability and Cllr. Chavasse-Hadfield was a possible. As three Councillors is the minimum for the meeting to be quorate, the 12 th April was confirmed. <u>Friends of the Peak District</u> – Letter promoting a Peak District Boundary Walk on 17 th June 2017. Councillors suggested that details be forwarded to the Disley Footpaths Society for information and that the Council promote the event through its usual media.
6507	<u>To agree as a true and accurate record, the minutes of the Finance Committee Meeting held on 8th March 2017.</u> Proposed: Cllr. Harrop Seconded: Cllr. Kennedy Unanimously agreed
Resolved	<i>That the minutes of the Finance Committee Meeting held on 8th March 2017 are approved as a true and accurate record.</i>
6508	<u>To agree as a true and accurate record, the minutes of the Council Meeting held on 8th March 2017.</u> Proposed: Cllr. Harrop Seconded: Cllr. Kennedy Unanimously agreed
Resolved	<i>That the minutes of the Council Meeting held on 8th March 2017 are approved as a true and accurate record.</i>

Signed: _____

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6509	<p><u>To consider additional cost proposals as part of the Community Centre Project – Phase 1 contract.</u></p> <p>Cllr. Kidd reported that a meeting had been held with the DPC Project Team, the contractor and the Project Manager to discuss various proposal and additions to the project. Cllr. Harrop asked if the final contact had been drawn up and the Clerk replied that it had not. Cllr. Harrop suggested that only the basic build costs be agreed at this stage as the quotes for the additions were too high. Cllr. Kennedy agreed that there should be no additions included initially. Cllr. Pattison highlighted that the engagement of a Project Manager had previously been agreed by the Council and that it was necessary to save Council Officer's time. Cllr. Kidd supported the need for a Project Manager. Cllr. Kidd suggested that the cost of additions should be reverted to the Project Manager for cheaper alternatives. Cllr. Pattison suggested that some additions such as exterior lighting and direction signage was essential. Councillors discussed the need for fire alarms and Cllr. Harrop said that they were not necessary as there were currently none in place. Cllr. Harrop suggested that the basic build should be completed and then alarms be considered afterwards. Cllr. Adams commented that some elements of the project could be carried out by Councillors and Officers. Cllr. Kennedy proposed a list of items to be included in an initial contract. These being: Build costs, architect and project management fees, building regs, roof repair, new hall/foyer door, foyer flooring, Reception counter additions, Reception cork wall, office flooring, PCSO office solid door, fire alarm/smoke detectors and office/foyer intruder alarm. This totalled a cost of £48,642.00. Councillors agreed that the cost of the fire alarm should be reverted to the Project Manager to seek more competitive quotes. Cllr. Kidd proposed that the Community Centre Project (Phase 1) should go ahead with the basic build cost and additions as suggested by Cllr. Kennedy at a cost not exceeding £48,642.00; that the Project Manager be asked to seek more competitive fire alarm quotes and that an initial contract be drawn up on that basis. Cllr. Davenport suggested that Cheshire East be approached regarding a contribution towards fire alarm costs. The Clerk was asked to arrange a meeting with the Library to inform them of the plans for Wednesday 29th March 2017 at 12.00 noon.</p> <p>Proposed: Cllr. Kidd Seconded: Cllr. Pattison Unanimously agreed</p>
Resolved	<p><i>That the Community Centre Project (Phase 1) should go ahead with the basic build cost and additions as suggested by Cllr. Kennedy at a cost not exceeding £48,642.00; that the Project Manager be asked to seek more competitive fire alarm quotes and that an initial contract be drawn up on that basis.</i></p>

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6510	<p><u>To consider the latest updates on the Cheshire East Local Plan and consider a Parish Council response to the Main Modifications consultation.</u> (Deferred from Council Meeting on 8th March 2017)</p> <p>Cllr. Kidd reported that the consultation on the Main Modifications had closed on 21st March 2017 but that the site allocation consultation was open until 10th April 2017. Cllr. Kidd had drafted a response to this on behalf of the Parish Council and the Neighbourhood Plan Steering Group. The Clerk was asked to forward Cllr. Kidd's proposed comments to all Councillors requesting any feedback to be returned to Cllr. Kidd by Friday 24th March 2017. Cllr. Kidd asked Cllr. Davenport if any potential Parish Council development sites needed to be submitted by 10th April. Cllr. Davenport said he would request an extension to deadline. Cllr. Pattison suggested that the Land Assets Review Project Team was the correct vehicle to debate potential Parish Council site allocations. Several Council land assets were debated and the matter deferred to the Land Assets Review Project Team.</p> <p align="right">Deferred</p>
6511	<p><u>To consider the 2018 Parliamentary constituency Boundary Review second public consultation.</u></p> <p>Cllr. Pattison outlined the process by which comments could be submitted by the Parish Council. It was proposed that Cllr. Pattison formulate comments on the 2018 Parliamentary constituency Boundary Review and submit these on behalf of Disley Parish Council.</p> <p>Proposed: Cllr. Adams Seconded: Cllr. Kidd Unanimously agreed</p>
Resolved	<p><i>That Cllr. Pattison formulate comments on the 2018 Parliamentary constituency Boundary Review and submit these on behalf of Disley Parish Council.</i></p>
6512	<p><u>To note the agenda of the Annual Parish Meeting on Wednesday 19th April 2017.</u></p> <p align="right">Noted</p>
6513	<p><u>To consider proposed amendments to Parish Council Specific Reserves</u></p> <p>The Clerk outlined the main proposals such as creating a ringfenced Working Balance Reserve of 25% of precept and a Community Centre Project Reserve.</p> <p>Proposed: Cllr. Pattison Seconded: Cllr. Kennedy Unanimously agreed</p>
Resolved	<p><i>That the proposed amendments to Parish Council Specific Reserves are agreed.</i></p>

Signed: _____

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6514	<u>To note confirmation of buildings insurance cover and sums insured.</u>			Noted
6515	<u>To note amended 2017 Meetings Schedule.</u>			Noted
6516	<u>To note Council Officer leave entitlement adjustments in 2017.</u>			Noted
6517	<u>To consider planning applications as listed on Appendix.B.</u>			
	17/1137M	21 Hilton Road, Disley SK12 2JU Demolition of existing single storey conservatory to rear of property. New single storey extension to rear of property and new porch to front of property.		
	Comments	Disley Parish Council has no comments to make on this Application.		
	Proposed:			
	Seconded:			
	Unanimously agreed			
6518	<u>To note Planning Decisions as listed on Appendix.B.</u>			Noted
6519	<u>To authorise payment of Accounts as listed on Appendix.A.</u>			
	Trans No.	Cheque	Payees	Amount
	404	BACS/150317 /PAYROLL	Payroll - Net Salaries - Month 12 - March 2017	£4,441.96
	405	BACS/150317 /HMRC	HMRC - NI and PAYE - Month 12 - March 2017	£986.28
	406	BACS/150317 /PENSION	Cheshire Pension Fund - Pension contributions - Month 12 - March 2017	£1,290.14
	407	005460	Came & Company - Annual insurance premium 01/04/2017 - 31/03/2018	
			Disley Parish Council insurance premium	£1,955.82
			Community Centre insurance premium	£650.00
	408	005461	E-on Energy - Village streetlighting and Christmas lights	
			Electricity for village streetlighting	£93.22
			Electricity for Christmas lights	£42.41

Signed: _____

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	409	005462	Fire Queen Ltd - Fire extinguisher inspection and new extinguishers - Comm. Centre	£234.40
	410	005463	Cheshire Community Action - Neighbourhood Plan consultancy and mileage	
			Neighbourhood Plan consultancy (3 days)	£1,732.50
			Neighbourhood Plan consultants' mileage	£110.40
	411	005464	D S West Motors - Repair to minibus hazard lights and new tow hook	£73.08
	412	DD/130317/BT -1	British Telecommunications Plc - Telephone bill - Feb, March, April 2017 - 01663 762726	£58.99
	413	DD/130317/BT -2	British Telecommunications Plc - Telephone bill - Feb, March, April 2017 - 01663 766256	£46.20
	414	DD/130317/D D-3	British Telecommunications Plc - Broadband & Internet - Feb, March, April 2017	£143.88
				£11,859.28
			Proposed: Cllr. Kennedy Seconded: Cllr. Harrop Unanimously agreed	
Resolved	<i>That the payment of accounts as listed on Appendix A totalling £11,859.28 are authorised.</i>			

The meeting concluded at: 7.05pm

Signed: _____