

**SOUND & DISTRICT PARISH COUNCIL**  
**Minutes of Meeting of the above Council**  
**held on Wednesday 20<sup>th</sup> April 2022, 7.00 p.m.**

**Councillors:** D. Tomlinson (Chairman), A.G. Lawrence (Clerk), R. Blackburn, M. Hartland, Ms N. Watson, Ms. H. Paterson, WF Wright, P. Griffiths, I Blakeman, L. Wright, PCSO N. Jarvis and 1 member of the public.

1. **Apologies:** Mrs E. Hollinshead, M.D. Wright, Clr. RA Bailey
2. **Declaration of Interest** – if a member is present at a meeting of the authority, and they have a disclosable pecuniary in any matter to be considered or being considered at the meeting, they cannot take part in any discussion of the matter at the meeting or vote on it. They should disclose the interest to the meeting and follow the Council's Code of Conduct.
3. **Minutes** of last Parish Council Meeting held on 15th March 2022 were unanimously confirmed as a true and correct record on the prop., of R. Blackburn, sec., P. Griffiths
4. **Matters arising:-**
  - a. **Community Governance Review of Town and Parish Council Governance**  
Update on the Community Governance Review, the recommendations of which having been considered by Cheshire East Council's Community Governance Review Sub-Committee  
More of the detailed recommendations, and review the appendices to the Community Governance Review report, which can be seen here:  
<http://moderngov.cheshireeast.gov.uk/ecminutes/ieListDocuments.aspx?CId=569&MIId=9237&Ver=4>  
  
Sound & District (Parish Group)  
Councillors - 15 (no change) Austerson 1 seat, Baddiley 3, Baddington 2, Broomhall 3, Coole Pilate 2, Sound 4. (No change to any of these seat numbers.)  
External boundary change (see Map 2.8). This sees Baddiley Close, and adjoining area going to join Ravensmoor and Burland PC – **please see attachment**  
All recommendations of Sound & District Parish Council are the recommendations of CE Community Governance Review Sub-Committee
5. **Highways :-**
  - a. In reply to questions raised at last meeting, Clerk has contacted CE Highways and the following response has been received from **Andrea Bickerton, Senior Highway Officer | Cheshire East Highways**  
  
The pan parish group that we now have set up is very useful indeed and it has opened up a good working relationship between the council and several parish councils. Long may it continue.  
Before carrying out repairs the council completes a full assessment of the fault and uses the most appropriate material and methods for each situation to complete the job as effectively as possible. Photographs of all defects are taken before and after a repair so we can assess the quality of works undertaken.  
None of our repairs are designed to be temporary however, in some locations they may be prone to fail depending on factors such as the volume of traffic or the presence of other adjacent defects.  
Timescales are not placed on how long we expect repairs to last because each location is different; for example, a repaired pothole on a busy road adjacent to previous repairs would be more prone to fail than a repaired pothole on a road that sees a low volume of traffic. More information can be found on our website through the following link:  
[https://www.cheshireeast.gov.uk/highways\\_and\\_roads/road-maintenance/highway-asset-management.aspx](https://www.cheshireeast.gov.uk/highways_and_roads/road-maintenance/highway-asset-management.aspx)
  - b. Angie and Chris Twigger response to item raised in Minutes of last meeting relating to Baddiley Hall Lane:-

We have had a chance to review the minutes and we thank you for raising our concerns re Baddiley Hall Lane. We are very pleased that our recent issue has been reported in the minutes.

**FYI Background Information Note for your awareness:**

Just for your information (and greater understanding) we sent in an FOI request to the council last year asking the Highways department to document all the "report it" requests that had been made to CE and they answered the FOI and issued a spreadsheet that identified 88 "report it" complaints about our lane submitted to the council over a 4-year period. These are separate complaints and not the same issues complained about several times and they ranged from serious flooding to road erosion, deep potholes and blocked grids and drainage. I do have that evidence, as well as many photographs to back up a lot of those issues. This information has been shared widely with the many residents who live at the top end of our lane. Whilst we do accept that there will always be some issues with the lane they should not remain issues for large periods of time enough to make those issues become even more serious and urgent. In addition, they should not be that prolific in number for one lane. This is background only at this stage but we thought that you should at least be aware of the true extent of this long standing burden.

**The Recent Issues Update**

The below information has been received from CE regarding our recent recorded complaint on Baddiley Hall lane.

The passing place itself and road erosion/potholes around it has not yet been cleared and since the initial complaint the CE site now says it is "in progress" although we do not yet know what this actually means. We shall seek to understand this. They have informed also, that the longstanding blocked drain close to the passing place is on the list for the next 3 monthly round of general maintenance and should be sorted then - which is progress at least, as we have a timeline and a plan. We will find out more about the passing place/lane damage and see when that is actually on the planned schedule. We will send further photos to CE to check we are talking about the same issue.

In regard to the comments made by Richard, the outlined markings on the lane appear to have been in respect of the part of the lane that was collapsed and this has indeed been remedied. It was first reported in the autumn of last year. No clue that the lane has been swept, although this had not specifically been reported, other than the passing place in question- see above .

Hope this is a helpful update and when I ring the CE regarding their definition above of "in progress" I will be in touch. Thanks so much for your assistance, it is very much appreciated.

- c. D. Tomlinson reported that the next pan parish meeting will be early May:- items for raising – Sound Lane before Railway Bridge is in a really bad state of repair; junction Sound Lane with A530 signage has still never been repaired from accident

**6. Correspondence:** Noted to members for their inspection and interest as follows:-

**a. Cheshire East**

**b. Councillors** - none

**c. Parishioners** - none

**d. Other**

- i. CHALC Enewsletter
- ii. Clerks & Councils Direct
- iii. Glasdon Local Councils product guide
- iv. Consolidated Parish of Wrenbury Charity.

Mr George Bebbington (Sound ) and Dr P Griffiths( Broomhall) are both due for re election this year to the Wrenbury Consolidated Charity. If you could ascertain if the respective Parrish councils would like them to continue and inform me I would be grateful. The next meeting is not till the beginning of December. P. Griffiths accepted to continue and it was agreed that G. Bebbington be appointed also on the prop., D. Tomlinson, sec., F. Wright

**7. Accounts**

**I. Income since last meeting:-**

- 1. Cheshire East Precept – 1<sup>st</sup> Instalment £1,825.00

2. VAT refund 2021 £38.52

**II. Accounts paid since last meeting:-** none

**III. Accounts to pay at this meeting:-** none

a. Chq No. 500281 Purchase Order 66 £298.01  
BHIB Ltd – Annual Insurance  
The Meeting on the advice of the RFO and on the prop., of  
D. Tomlinson, sec., R. Blackburn agreed that this offered the  
best cover available (same cost as previous year).

b. Chq No. 500282 Purchase Order 67  
Broomhall & Sound Methodist Church  
Parish Council Meeting £15.00

The above accounts were unanimously approved for payment on the prop., of R. Blackburn, sec., F. Wright

**IV. Annual Audit :-**

- Display Notice of Audit – Clerk to arrange
- Exercise of Public Rights from 13<sup>th</sup> June – 22<sup>nd</sup> July 2022

**a. Annual Governance Statement** was unanimously approved by the Parish Council on the prop., D. Tomlinson, sec., P. Griffiths

**b. Statement of A/C's** year ending 31<sup>st</sup> March 2022 was issued by the R.F.O. as follows:-

Parish Council Income for year	6338.58
Along with balance brought forward	<u>1837.27</u>
Gave a total available of	8175.85
Total expenses have been	3899.42
Leaving a balance to carry forward of	<u>£4379.68</u>
Neighbourhood Plan Income	4086.00
Neighbourhood Plan Expenses	4086.00
Leaving a balance to carry forward of	<u>£0.00</u>
Leaving total funds to carry forward of	<u>£4379.68</u>

The Parish Council were advised of the explanation of variances which were unanimously accepted on the prop., of R. Blackburn, sec., P. Griffiths

With all details of income and expenditure as listed in the Account Book. The Accounts were formally adopted on the prop., of R. Blackburn, sec., P. Griffiths and unanimously agreed.

**c. Exemption Certificate** to be returned by 1<sup>st</sup> July 2022. On the prop., P. Griffiths, sec., D. Tomlinson  
it was unanimously agreed that Sound & District Parish Council would submit, as a smaller authority, an Exemption Certificate to PKF Littlejohn, London

On the prop., P. Griffiths, sec., D. Tomlinson  
and unanimously agreed, the Clerk/RFO and the Chairman signed, as follows:-

- i. The Annual Governance Statement
- ii. The Accounting Statements 2021/22
- iii. The completed Annual Account Book
- iv. Exemption Certificate

To be duly completed by the Clerk/RFO and also signed by the Chairman.

V. **Internal Audit** this will, following the meeting, be submitted to JDH for their undertaking.

**VI. Appoint Regulatory Financial Officer** – the Clerk was unanimously re-elected on the prop., of P. Griffiths, sec., I. Blakeman

## VII. Confirmation of:-

- i. Financial Regulations – NALC – Model Financial Regulations (England) amended as per 2021 Internal Audit  
Was unanimously reconfirmed on the prop., of P. Griffiths, sec., R. Blackburn
- ii. Risk Assessment  
Was unanimously reconfirmed on the prop., of P. Griffiths, sec., R. Blackburn
- iii. Parish Council Internal Financial Audit  
The Meeting on the prop., of P. Griffiths, sec., R. Blackburn  
unanimously confirmed their Internal Audit requirements were adequately covered within their Financial Regulations and their Risk Assessment which are currently in place, and as approved in item 8/VII/i/ii as above
- iv. Clerks Contract of Employment  
Was unanimously reconfirmed on the prop., of P. Griffiths, sec., R. Blackburn
- v. Standing Orders  
Was unanimously reconfirmed on the prop., of P. Griffiths, sec., R. Blackburn
- vi. Transparency Code  
Was unanimously reconfirmed on the prop., of P. Griffiths, sec., R. Blackburn
- vii. GDPR Policy/Privacy Statement  
Was unanimously reconfirmed on the prop., of P. Griffiths, sec., R. Blackburn

## 8. Planning Applications:

### I. Applications received since last meeting:-

### II. Results of previous applications:-

<b>a.</b>
22/0569N
5, Council Houses, FRENCH LANE, BADDINGTON, CW5 8AP
Prior approval for proposed single storey rear extension extending 3.49m beyond the rear wall, maximum height of 3.17m and eaves height of 2.55m
Determination - appl not reqd (stage 1)

### III. Applications/Matters before this meeting:-

#### a. Ms N. Watson reported:-

Steve Wilkinson has let me know that Hill Farm has erected another large building on site. Have we seen a planning request for that? The shed is also right on the boundary. He also says that there is now a fence erected which is way over the 2 metre limit.

On the prop., Ms N Watson, sec., M. Hartland it was agreed that the Clerk should ask CE if any breach of planning has occurred.

#### b. Erection of a building and used as a dwelling – Hall O’Coole Cottage, Heatley Lane

Clerk has reported the possible breach of planning to CE and this has a case reference 22/00229E

#### c. Jeremy Owens, Development Planning Manager, Cheshire East Council

The Site Allocations and Development Policies Document has been undergoing examination by an independent planning inspector and I am writing to inform you that consultation on a series of changes to the Plan (called ‘Main Modifications’) is now underway from Tuesday 19 April to 5:00pm on Tuesday 31 May 2022.

Further information and all the consultation documents can be viewed at the Crewe and Macclesfield Customer Service Centres, at [libraries in Cheshire East](#) and on the council’s consultation portal at <https://cheshireeast-consult.objective.co.uk/portal/planning/cs/sadpd/mmschedule>.

**IV. Neighbourhood Plan:** reported applying for grant for forthcoming year.

**8. Sound Common report:**

**a.** SADRA

We will be holding a litter pick again this year after a two year Covid induced absence.

It will be from 10am to 1pm on Saturday 30<sup>th</sup> April starting at the car park on the common.

On the same day, the chapel is having its open coffee morning, if you would like to wander down there later for a chat and some refreshments, so that should be fun.

**b.** Mark Arnold - Countryside Ranger, Cheshire East Council

Just a brief e-mail to let you know that we intend to carry out some tree safety works along both Wrenbury Heath Road and Sound Lane, commencing in September. The work will entail 'crown lifting' trees along the carriageway so that the lowest branches will be at 5.5 metres above the road. Some poor quality trees will also be removed, and any verge scrub interfering with free flow of traffic.

**9. Police Report:** Chairman welcomed PCSO Jervis to the meeting and he reported:-

that the Cluster Meetings will cease due to effect of Covid and Police resources, however he would attend future PC meetings if available.

A list of issues within the cluster area were reported to the meeting.

**10. Next Meetings:**

- Parish Meeting will be held after the Internal Audit has been completed
- Parish Council Annual Meeting – possible date of Tuesday 31<sup>st</sup> May

**Meeting closed.**