

ALDERLEY EDGE PARISH COUNCIL

Minutes of the Parish Council meeting held on Monday 16th April 2012

Present: Cllr M Williamson (Chairman), Cllrs MJ Connor, JD Bergin, F Keegan, MW Maczkowiak, MD Lloyd, S Joseph, DG Herald.

In attendance: 1 representative from the press
12 members of the public

Meeting

Commenced: 7:31pm

1. Apologies for Absence.

Cllrs N Schofield

2. To receive disclosures of personal and prejudicial interests from councillors on matters to be considered at the meeting.

None.

3. Minutes of the Parish Council meeting held on 12th March 2012.

Approval proposed by Councillor MJ Connor , seconded by Councillor F Keegan and carried.

4. Matters Arising.

Mineral Discussion Paper – Cllr F Keegan to report back
Reply to letter from the Lord of Alderley – Cllr M Williamson to do
Reply to Cheshire East with regard to Town Centre Management – Cllr M Williamson has sent an email and will follow this up.

5. To ratify the General Purposes Committee minutes of 12^h March 2012.

Approval was proposed by Councillor JD Bergin, seconded by Councillor MJ Connor and carried.

6. To ratify the Plans Committee minutes of 12^h March 2012.

Approval proposed by Councillor F Keegan, seconded by Councillor MD Lloyd and carried.

7. To ratify the Review of Effectiveness of the Council's Internal Audit System.

The review had been carried out by Cllr Keegan and he summarized the document for the councillors.
Councillor M Williamson proposed, Councillor MW Maczkowiak seconded and it was carried that the review be formally accepted.

8. To confirm the latest Assessment of Risks and current level of Insurance Provision.

The risk assessment for the year 20011-12 had been circulated with the agenda for prior review before councillors attended the meeting.
Councillor DG Herald proposed, Councillor F Keegan seconded and it was carried that the Risk Assessment be formally accepted.

It was noted that there were some changes needed for the 2012-13 Risk Assessment:-

The Clerk will look into anti-viral software for both PC's.

The Asset Register will be updated to include all new purchases

The cover of 5 million for Public Liability insurance was thought to be low. The Clerk will ask advice from Cheshire East.

The cover of £25,000 for Legal insurance was thought to be low and will be reviewed.

It was decided that there should be some Standard Operating Procedures put in place to help with any unexpected staffing problems.

9. To discuss the contracts of the Caretaker and Hall manager

It was RESOLVED that:

In accordance with the requirements of the Data Protection Act, the public be excluded from the meeting for part two of the meeting on the grounds that the discussion will include personal details.

This was proposed by Cllr DG Herald, seconded by Cllr F Keegan and carried

The councillors decided to hold Part II at the end of the evening, once the press and public had left the room.

10. Notices and Correspondence.

- a) Cheshire Community Action newsletter - noted
- b) Letter from Cheshire East re Public Conveniences – read by Cllr Williamson and noted. Cllr Williamson will follow this up with Cheshire East.
- c) Letter from residents re the plans for new Medical Centre – Cllr Williamson has sent a copy of the letter to the Doctors surgery and the Architects of the project. He agreed to draft a letter in response and circulate to all councillors. A discussion followed between councillors and members of the public in which various issues were raised, including the scale of the building. Due to time constraints the discussion was ended and the meeting moved on.
- d) Email from Cheshire East re Call for Sites – A discussion followed and it was agreed that the Parish Council response will be that they want to protect the sites down the A34 By-pass, any Green Belt land and any sites that keep Alderley Edge separate from other areas.
- e) Plantscape Jubilee Edition Brochure - noted
- f) Cheshire County Playing Fields Annual Report - noted
- g) Letter from J. Sanderson, Chair, Alderley Edge Allotments and Gardens Society – Cllr Williamson will reply.
- h) Freedom Of Information request from JR Tomlinson – Discussion followed about charging for FOI requests. Cllr Williamson will draft an email and circulate to other councillors to get agreement on the Parish Council position.
- i) Email from fieldsintrust.org re nomination of land to become a Queen Elizabeth II Field. – Cllr Williamson explained the email and the Parish Council agreed to send a request to Cheshire East to ask them to nominate Chorley Hall Playing Fields.

Meeting Closed: 8:21pm

PART II

This part of the meeting was held at the end of the evening, once the public and press representatives had left.

Meeting

Commenced: 10.45pm

The councillors discussed the contracts and salaries of the Caretaker, Parish Clerk and Hall Manager.

Meeting Closed: 11.01pm

ACTION SUMMARY

Undertaken By	Detail	When For
Clerk	Update risk assessment and asset register	Whenever practicle
Cllr Williamson	Contact CE about public conveniences	Whenever practicle
Cllr Williamson	Reply to residents concerns on Medical Centre	Whenever practicle
Cllr Williamson	Reply to CE about call for sites	Whenever practicle
Cllr Williamson	Reply to J Sanderson	Whenever practicle
Cllr Williamson	Draft an email about FOI requests	Whenever practicle
Cllr Willamson	Contact CE about nomination Chorley Hall Playing Fields	Whenever practicle

Councillor M Williamson
CHAIRMAN