

Madeley Parish Council

MINUTES OF Madeley Parish COUNCIL Meeting held on Thursday 5th October 2023 commencing 7.00pm at The Madeley Centre, New Road, Madeley

Present: Councillors J. Stephenson (JS) (Chair), Cllr. K. Walley (KW) (Vice-chair), A. Collins (AC), C. Hopkin (CH), M.B. Ruscoe (MBR), J. Whitmore (JW), T. Morgan (TM), P. Carnall (PC) C. Cahill (CC), T. Nicoll (TN).

In attendance: Natalie Lovell (Clerk), 4 Members of the Public (MOP).

112.10/1 Apologies for Absence in accordance with Standing Orders
Council received apologies from Cllr. S. White, Cllr. D. Whitmore and Cllr. G. White.

113.10/2 Councillors' Declarations of Pecuniary Interest in item on the Agenda
To be disclosed as matters arise.

114.10/3 Disclosures of Personal and Prejudicial Interests from Councillors on matters to be considered at the meeting: To be disclosed as matters arise.

115.10/4 Public Participation

Parish Councillor Peter Carnall arrived.

MOP thanked the Parish Council for the grant funding provided to the Madeley Darby & Joan Club and advised the visit to Llandudno had been a success with 46 Parish residents in attendance.

MOP further advised that the next visit would take place on 8th November and participants would visit Bury market and the Olympus Restaurant. The Chair thanked the MOP for his commitment to the Darby and Joan Club.

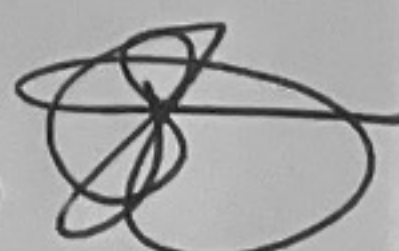
MOP thanked the Parish Council for works completed to clear the pathways at Heighley Castle Way and New Road junction. MOP enquired of progress regarding hedge cutting along Heighley Castle Way. The Clerk advised that the Parish Council were currently awaiting a response from County Council regarding its proposal to carry out the works utilising assistance from local farmers.

116.10/5 Confirmation of Minutes

CH proposed, JW seconded, Council **resolved** unanimous to **approve** and for the Chair to sign as a factual record the Minutes of the last **Council Meeting** held on **Thursday 7th September 2023**.

117.10/6 Matters Arising

The Chair paid tribute to a parishioner who had sadly passed away and was a regular contributor to village life and events and would be sorely missed.

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118.10/7 Police Update

Police Officer in attendance advised the Police had received 2 reports of suspicious incidents, one of which involved the use of a drone, and advice had been given, the other being a 'road rage' incident.

There were reports of an altercation between 2 men outside the Offley Arms Public House. A child had been reported missing but had been found not far away. A suspicious woman had been reported as being on a school bus and 2 road traffic collisions were currently under investigation.

119.10/8 Financial Update

- a) Council **noted** no new grant applications received under the Grants Programme (balance £1,945.00/£500 per application).
- b) Council **deferred** the signing of the change of address form for Unity Bank due to insufficient signatories being present at the meeting.
- c) Council **considered** the process for consideration of the Parish Council draft budget for financial year 2024/25. TN advised that Councillors should consider any increased future expenditure, such as the maintenance of Madeley Pool when setting the budget for 24/25. The Clerk to obtain quotes from the current contractor for additional fortnightly grass cutting. JS proposed, CC seconded, Council **resolved** unanimous to hold a hybrid meeting, Councillors to circulate their availability by Tuesday 10th October.
- d) Council **considered** the response received from The Tree Brothers regarding the quote approved in principle (min ref 94.9/8) regarding the removal of self-seeded trees on Madeley Pool Island. CH advised that the boat used by the Parish Council would be made available for use. JS proposed, JW seconded, Council **resolved** unanimous to proceed with the Tree Brothers quote and for the Clerk to contact the Tree Brothers and liaise with CH to make arrangements for use of the boat.
- e) Council **considered** the purchase of the 'yellow book', Arnold-Baker on Local Council Administration 13th Edition from SLCC at a cost of £137.00. JS proposed, KW seconded, Council **resolved** unanimous to authorise purchase of the 'yellowbook' which would remain an asset of the Parish Council.
- f) Council **noted** the budget update and expenditure information presented by the Clerk and noted the purchase by the Clerk under delegated authority of a defibrillator battery and 3 sets of pads. The Clerk advised that the battery light indicated that the battery needed to be replaced on the device at the Holborne. Batteries were last purchased during March 2022. The Clerk to research organisations to assist with or provide advice to the Parish Council regarding the installation and maintenance of the devices. Councillors considered the possibility of providing an electricity supply to the device.

The Clerk advised most areas were within around 50% of budget spent at the half way point of the financial year. Events, Heathwood maintenance and play area maintenance budgets had around 30% remaining and the professional fees budget had been exceeded due to the unexpected costs of locum fees. The Clerk also advised of surplus budgets for youth activities and pension budgets. JS proposed, TM seconded, Council **resolved** unanimous to vire the balance of £2,500 from the youth activities budget to the events budget, since events are focused on youth provision. JS proposed, JW seconded, Council **resolved** unanimous to vire the balance of £6,000 from the pension budget to the professional fees budget. TM proposed, CC seconded, Council **resolved** unanimous to approve payments,



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receipts and transfers, budget update and bank reconciliation, including quarterly bank statement and bank reconciliation verification. CC completed checks of the bank reconciliation for the quarter July to September.

120.10/9 Reports from Borough and County Councillors

No Borough or County Councillors in attendance.

121.10/10 Planning Matters

a) Council **considered** the following planning applications:

- **23/00346/OUT:** The Bungalow Leycett Lane, Leycett. Erection of 2 dwellings (Revised description and amended plans received). Submission deadline 20th October. CH advised that this seemed an over intensification of the site and identified issues with the proposed site access due to its position at a busy road junction and location in relation to a watercourse. In addition the plans submitted did not appear to identify an Oak tree on the site which is subject to a Tree Preservation Order. JS advised comments should be made in reference to the Neighbourhood Plan. TN advised 2 properties on the site is probably acceptable, however the issues identified should be raised with planners. JS proposed, PC seconded, Council **resolved** unanimous for the Clerk to raise concerns referencing TRA1 of the Neighbourhood Plan regarding the site access location, issues in relation to the positioning in relation to the nearby watercourse and Oak tree subject to a Tree Preservation Order.

b) Council **noted** the following decisions:

- **23/00394/FUL:** The Cottage Moss Lane Madeley, Single and two storey side extensions and single and two storey rear extensions. (updated): **PERMIT.**

TN suggested that the projector may be utilised in future in order to display plans for ease of understanding.

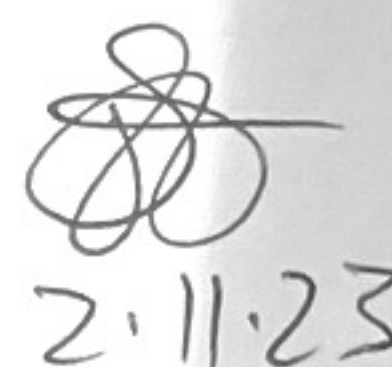
122.10/11 Committees and Working Groups

Council **considered** the Safeguarding Policy provided by MBR. JS proposed, JW seconded, Council **resolved** unanimous to adopt the policy to be subsequently reviewed by the Safeguarding Committee. Council **noted** further reports to be received from Committees once meetings have been arranged.

123.10/12 Events

Council **considered** arrangements for:

- a) Remembrance Day. Clerk advised staff members from the 2 primary schools had confirmed attendance at the event. CC advised that she would contact the Scout group. TM advised the events committee to promote the event via social media and request schools assist. Posters to be created for display in local shops. Council **resolved** unanimous to set a budget of £50 to £75 for refreshments.
- b) Halloween. JS declared an interest in this matter regarding his position as trustee of the Madeley Centre.



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CC advised that despite several attempts she was unable to obtain details of the arrangements and purchases made to date and stressed the need for regulation of numbers attending and arrangements made.

JW provided example 'goody bags' and tickets for the event which were circulated to members.

TN advised the need for the Parish Council to agree a set basic procedure or event planning checklist for arranging events which should be followed for all Parish Council events.

TM advised that event tickets should be made available from the Madeley Centre on a first come first served basis, and that a predetermined number of tickets should be made available for the event. TM also stated that the Parish Council could consider that future events be provided by the Madeley Centre with a donation towards the event being made by the Parish Council.

KW advised agreement with TN and TM and further advised the need for all members of the events committee to be aware of arrangements, which also allows for other members to 'step in' should some of the organising members not be available.

JS advised that the venue capacity for this event would be a maximum of 120 people.

Council considered issues with capacity during last year's event and the high number of adults in attendance.

KW proposed, TM seconded, Council **resolved** unanimous to hold a meeting of the events committee as soon as possible.


JS proposed, CC seconded, Council **resolved** unanimous that 120 tickets be produced, numbered from 1 to 120 on both sides and all attendees of the event be required to hold a valid ticket. Council further **resolved** that children should be accompanied by a maximum of one adult. Councillors offered assistance to JW to produce the tickets and other items required.

JS proposed, KW seconded, Council **resolved** unanimous that a donation of £2 per ticket be suggested. All donations received be assigned to Parish Council Christmas events, with the exception of the tombola stall, which due to recent events, all donations received be transferred to the first responder charity.

JS proposed, TM seconded, Council **resolved** unanimous that the Clerk produce a risk assessment for the event.

JS proposed, TM seconded, Council **resolved** unanimous that allergen labelling advice for 'goody bags' be sought from the Madeley Centre.

KW proposed, AC seconded, JW abstained, Council **resolved** unanimous that tickets be made available to collect from the Madeley Centre only. Tickets to be available for collection from 10am Saturday 14th October. Council further **resolved** advertising of the event commence from Saturday 7th October and that tickets state the event is open from 7pm to 9pm.

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- a) The format of Allotment Committee meetings; and
 - b) To arrange a date for the next meeting of the Allotment Committee.
- JS proposed, TM seconded, AC abstained, Council **resolved** unanimous that dates for availability for a hybrid meeting be circulated by Wednesday 11th October after which JS would arrange a meeting of the allotments committee.

The Clerk to establish any rules or procedure regarding AC and his position on the allotments committee and allotment tenant.

128.10/17 Aspire Disposal of Garage Sites

Council **considered** any possible action regarding the sale of the garage sites at Laverock Grove and Cherry Hill by Aspire Housing. JS proposed, CH seconded, Council **resolved** unanimous that no action be taken.

129.10/18 Property Issues

- a) Council **noted** the update provided by JS regarding the progress of the potential lease of land at Bower End Lane and;
- b) Madeley Pool. JS advised that he had forwarded heads of terms for both leases to Nowell Mellor Solicitors and requested quotes for the drafting of the leases required.
- c) Council **noted** the update provided by JS regarding the lease of the Furnace Lane Allotments. JS advised that he had contacted the Madeley Centre for an update of the position.

130.10/19 Clerk's Update

Council **received** the report of the Clerk providing updated information regarding ongoing matters. TN advised that MWS club members had received communication advising of legal issues regarding the club house works. JS stated the importance of the issues raised regarding the draft lease amendments, advising the importance of the continuity of the sports facility for the immediate community.

JS and PC requested the Clerk contact ADT in order to arrange a site visit to progress works required for the CCTV project. The Council to also provide information to parishioners of the ongoing CCTV works and requirement for the pole within those works.

131.10/20 Equality & Diversity

Councillors are asked to be mindful of the Equality & Diversity Policy and their crime prevention powers for the Meeting.

132.10/21 Councillors' planned absence

Cllr. A. Collins advised he would be late to the next meeting.

133.10/22 Council **noted** the date of the next regular Council meeting to be held on **Thursday 2nd November 2023 to commence at 7pm at Madeley Centre.**

Meeting closed at 9pm. Chair thanked Councillors and members of the public for their attendance.



Handwritten signature and date: 2.11.23