

**MINUTES OF ORDINARY MEETING OF BUNBURY PARISH COUNCIL
10 NOVEMBER 2021**

PRESENT: Chair, P Brookfield, Vice Chair, A Thomson
Councillors, N Parker, M Thomas, L Gregory, M Ireland-Jones and G Melia.

IN ATTENDANCE: Marilyn Houston, Clerk to the Parish Council, 2 Members of the public, Sue Briggs-Harris, Press.

OPEN FORUM

Sue Briggs-Harris said how spectacular the Bonfire night event had been. The Chair, Cllr Brookfield thanked the speaker and said that a report would be given later in the agenda.

10.11.01 APOLOGIES

Cllrs, Potter, L Davies G Griffith. and CE Cllr Sarah Pochin

10.11.02 DECLARATIONS OF INTEREST/REQUEST FOR DISPENSATION

Members were invited to declare any personal interest (non-pecuniary) or disclosable pecuniary interest which they had in any item of business on the agenda, the nature of that interest, and in respect of disclosable interests, to leave the meeting prior to the discussion of that item.
None

**10.11.03 MINUTES
(PARISH COUNCIL MEETING)**

The Chair asked Members if they approved the minutes of the Ordinary meeting on 13 October 2021.

RESOLVED: to approve the minutes.

10.11.04 BOROUGH COUNCILLOR'S REPORT

Deferred

10.11.05 PARISH COUNCILLORS' REPORTS

The Chair invited Members to give a brief report on any matters they were aware of, not covered by the agenda.

Cllr Gregory reported on footpath 19 where the gate was leaning. The footpath officer said that the landowner had removed it and it was not considered necessary to replace it as there are no livestock in the field.

Cllr Melia mentioned that there were two damaged gates on the playing fields. Richard Reeves is being asked to look at these repairs that will be paid for by the Playing Fields.

Cllr Ireland-Jones gave an update on the Bunbury Village Website. The Clerk confirmed that as no alternative volunteers had come forward the decision the PC had previously made to appoint the contractor who maintains other PC websites can be implemented when the time is right.

Cllr Parker confirmed that he had a conversation with the Lengthsman, who is now able to continue. Members thanked Cllr Parker and the Lengthsman for that.

10.11.06 PLANNING MATTERS

10.11.06.1 Planning applications, reserved matters and discharge of conditions applications received from Cheshire East since last meeting.

The following had been received and circulated to Members for comment: -

21/5402N Homestead, Bunbury Lane, Bunbury, CW6 9QZ Domestic outbuilding
RESOLVED: Bunbury Parish Council has no objections

**21/5137N Listed building consent and 21/5136N Erection
Birchfield, Bowes Gate Road, Bunbury, CW6 9PJ**

consent for the erection of rear single storey extension Relocation of kitchen window to side of proposed garage. Removal of existing polycarbonate lean-to roof and formation of garage with mono pitched roof within courtyard. Replace existing side door in east elevation with window. Replace existing window in north elevation with new front door, timber surround and hood/canopy. Insert new second floor window to east elevation. Insert three roof lights in main roof facing south. Alter existing staircase from first to second floor. Repair and replace certain windows.

RESOLVED: Bunbury Parish Council has no objection to the application but would suggest that if approved a condition is placed on this that the extension is only used as ancillary to the main house.

21/5606N Willow Hill, Bunbury Common Road, CW6 9QD Demolition of existing garage block and proposed new garage / amenity block with link to main house

RESOLVED: Bunbury Parish Council has no objections

10.11.06.2 Decisions made by Cheshire East Council – None reported

10.11.06.3 New Housing Development

- o **General update** – There has been some groundwork on Bowes Gate Rd.

- o **Neighbourhood Plan** – Update on the review. Cllr Thomson had circulated notes of a meeting held on 4 November to Members. A summary was given.

Those present; Bob Harris, Isobel Noonan, Lucy Munroe, Keith Blackwood, Richard Slater, Michael Bourne, Jane Coates, Jane Radbourne, Miranda Hewish, Laura Gregory and Andrew Thomson.

It was felt that the community may not fully understand why we now needed to ‘review’ the plan after only 4 years when we had already had our ‘quota’ of development and in fact had exceeded the target of 80 new homes in the Local Plan by an additional 28 dwellings. It was concluded that in order to generate some interest and support for a plan review we will need to clearly set out our reasons for any such review including perhaps a plan to illustrate where new housing has taken place in the village since 2017 as well as where planning has been granted for new housing but has yet to be built. It was suggested that we should set out the case for a plan review in both the local newspaper and the Link followed by a questionnaire and, a housing needs assessment. AT pointed out that if we are to justify any housing policies that seek to require the delivery of affordable and/or smaller house types then we will need some up to date evidence. It would also be useful for the NPSG to have access to the Parish Council notice board to display minutes of meetings, publicise consultation events etcetera.

It was proposed that the Neighbourhood Plan Steering Group (NPSG) should appoint a paid ‘clerk’ to take minutes and generally sort out the admin associated with the work on modifying the existing plan

RESOLVED: The Parish Council agrees to pay a “clerk” to assist the NPSG and the use of the PC noticeboard when space is available.

10.11.07. PLAYING FIELDS

10.11.07.01 General update from Cllr Parker -

Cllr Parker reported on maintenance issues which mainly involved preparations for Bonfire Night event.

10.11.07.02 Legal Matters – The Lease and Change of Governance This will be addressed now that Bonfire night has passed.

10.11.07.03 Any other matters – Nothing further to report

10.11.08. CONSULTATIONS -To consider responding to any consultations on the CE website.

None requiring response. Cllr Thomson offered to take over from Cllr Ireland-Jones and check in future.

10.11.09. LOCAL POLICING ISSUES –

To receive an update from local police if available. None were present. Cllr Brookfield had attended the October Cluster meeting that was held in person for the first time. The police give out information on all incidents in the Bunbury Ward. None were raised re Bunbury village in the last 6 months. They didn't have any traffic information as the reporting arrangements have changed. Sharon Jones, PCSO, held a bicycle marking session the previous weekend. This was publicized on the village website and another has been requested after Christmas. Cllr Brookfield also had a walkaround with the PCSO and looked at traffic issues including the need to reinstate the white lanes in the triangle area. Both have reported this to Cheshire East. Cllr Gregory reported on fix my street and was told no revenue at present. Still important to report things and copy in PC.

Cllr Thomas praised the police for locating a missing person.

10.11.10 TRANSPORT AND HIGHWAYS ISSUES

Covered in previous item

10.11.11. SEASONAL EVENTS

Bonfire night - November 5 Cllr Parker gave a report on preparations that he and other volunteers had made before the event including moving pallets etc. Many thanks to the extra volunteers who helped on the evening. There had been a massive increase in numbers attending. Cllr Brookfield is liaising with the Clerk to arrange a meeting with Lightec the Firework company to review the risk assessment and lessons learnt. Cllr Thomson will also attend. A report will be brought to the next PC meeting.

Remembrance – The Wreath will be paid for by Cllr Parker and the Clerk will reimburse him. The Parade will be restricted numbers. Cllrs Parker and Brookfield will represent the Parish Council.

Christmas eve Carols. The Carols will start after the vicar's blessing and Father Christmas will be coming The Lights will be on from 28 November.

10.11.12. CORRESPONDENCE – To respond to correspondence received.

Lucy Munro had sent thanks to the PC for allowing the use of the carpark for Trunk or Treat event, which had been a success

Email comments from a resident concerning the Fireworks will be covered at the meeting with Lightec and addressed in recommendations to be made for future events.

10.11.13. THE FUTURE OF THE PAVILION PROJECT – to receive an update.

Cllr Davies had circulated a report to Members. The Bunbury Pavilion Community Action Group will next meet on 29th November 2021 to be Chaired by Jeannie France-Hayhurst.

The group will discuss funding opportunities in depth, publicity and a launch event. Brian Blake is organizing flyers.

RESOLVED: That the collection raised at the Christmas Carol event will be donated to the pavilion project for this year.

10.11.14. TOP UP HIGHWAYS MAINTENANCE SCHEME – Update.

Nothing to report. No response yet.

UNCLASSIFIED

Grit bin is being replaced from the Highways budget.

10.11.15. FINANCE MATTERS:

13.10.15.1 Approval of payments: -

13.10.15.1.1 Reimbursement of out-of-pocket expenses.

Clerks expenses deferred.

13.10.15.1.2 To approve payment of invoices received.

Lightech Fireworks £1,420.50

RESOLVED to approve.

13.10.15.2 MONTHLY FINANCE REPORT – The Clerk reported that receipts and payments for October 2021 were included in the Budget report that follows.

13.10.15.3 To receive a report from the Clerk on the Cheshire East and Parish Council Budget setting process

Cheshire East Council is due to fix its Taxbase for the financial year 2022/23 by Resolution of the Council on the 15th December 2021. The taxbase for Bunbury Parish Council area is likely to be 687.82 compared to a current amount of 684.57.

As an indication, if the current Band D Council Tax (of £42.84) remained the same, this would increase the precept from £29,326 to £29,466. Alternatively, if the precept remained at £29,326 then the Band D Council Tax would reduce to £42.64 when using the new taxbase. Any increase in the Precept would proportionally apply. An adjustment factor of 99.00% is already included to calculate the taxbase figure to allow for potential losses on collection.

A communication will be sent out by CE later in November with a link to the CE Budget Engagement 2022-26 survey. This important consultation document provides a summary of proposals on how Cheshire East Council will continue to deal proactively with significant financial challenges and feedback is welcome. CE is urging all Town and Parish Councils to give feedback on the Budget Engagement document as your comments and feedback are very much welcomed.

Review of the current year budget and spending

The Parish Council started the process of setting a budget for 2022/2023 by examining the 2021/22 receipts and payments; the current year to end of September actual figures and the anticipated figures to end of March 2022, in a report produced by the Clerk, with three main purposes: -

- 1) To identify activities which are being carried out this year and will also be carried out in the next year and therefore, need to be budgeted for again.
- 2) To identify items such as projects or schemes which are occurring in the current year but will not occur in the forward year and there is, therefore, no need for a budget.
- 3) To identify items, such as new schemes, which are not an activity in the current year but should be added for next year's budget.

RESOLVED: To note the report. Cllr Melia, as the lead councillor on finance, to look at the accounts with the Clerk to present information for the PC to consider at the next meeting and the January meeting, when the precept will be set.

..... Chair