



**MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD
ON TUESDAY 26th MAY 2020 at 7.30pm by VIDEO CONFERENCE**

Present: Cllrs Morris (KM)(Chairman), Rathbone (TR)(Vice-Chairman), Beckham (NB), Lord (SL), Morgan (PM), O'Donoghue (IO'D), Roberts (DR), Ross (CR), Sulej (JS) and Williams (EW)

In attendance: Sharon Jones, Clerk to the Council, Cllr A Kolker, CEC and 2 residents

- 05.20.1. Declaration of Interests:** There were no interests declared.
- 2. Apologies for absence:** There were no apologies for unavoidable absence.
- 3. Minutes:** To approve & sign the Minutes of the meeting of 28th April 2020.
Motion1: Resolved: *The Parish Council resolves to accept the minutes of the Parish Council Meeting on the 28th April 2020 as a true record of the meeting.*
- 4. Cheshire East Council Matters:** To receive a report on Cheshire East Council Matters. To deal with any questions by Members relating to the report and any questions by Members notified in advance to the Chairman and the CE Councillor.

Cllr Kolker provided a report on the following topics:

- **New Chief Executive of Cheshire East** - Cllr Kolker reported that Lorraine O'Donnell, the new CEO of CEC had visited Holmes Chapel(HC). In their discussion AK highlighted the number of amenities available in HC compared with the number of houses. The list included lack of car parking available in Holmes Chapel, the difficulty residents have registering at the Health Centre, the inadequate parking at the surgery, and the four care homes in HC which put a significant additional load onto the Health Centre.
As it was not possible to take the CEO around the ward, AK made a video which included items such as planning in Goostrey and Cranage and the importance of maintaining the integrity of Jodrell Bank; the safety of pedestrians on the station bridge in Goostrey and the traffic lights scheme which has been knocked back by Highways. He also mentioned the condition of the roads in ward. Lastly mentioning speeding cars and the lack of a footpath between Goostrey and Twemlow making it very dangerous for children to walk to school.
- **CEC using Virtual Meeting Technology** - CEC now uses MS teams for Planning Meetings, constitutional and governance meetings.
- **Leisure Centres remain closed** for the time being due to social distancing restrictions.
- **CEC Consultation on the Strategy for Vulnerable and Older People** is currently underway. It will be closing on 13th July 2020. *This item is listed under in Appendix 05/20 ITEM 05.20.08 CLERKS REPORT – Correspondence, f.*
- **Follow-Up on items raised at the May meeting:**
 - **Skip hire business** - AK wrote to Peter Hooley, Head of CEC Planning, the CEO of Ansa and to the Head of Trading Standards to make the point that if the company doesn't have a licence, customers are open to being prosecuted for fly tipping if they use their services. He received replies from all recipients except Trading Standards and he will persevere to get a reply as he feels it is a Trading Standards matter. Planning and Ansa were unable to assist further with the issue.
 - **Business Rates for the Village Hall** – The Village Hall is now Business Rates exempt. The Chairman thanked Cllr Kolker and the Clerk for persevering with this issue to a successful conclusion.
 - **Highways Issues** – AK complained that he had not received any response from Highways on any of the issues raise. Cllr Gilbert had also complained of not having any replies to

queries to Highways. He also raised the appalling response rate from Highways with the new CEO.

The Chairman reported that he and Clerk had sent ChALC the detail of the outstanding Highways issues and ChALC had committed to take them up with Highways.

- **Letter from Secretary of State regarding funding for lower tier councils** – AK had written to Alex Thompson asking how councils apply for this funding and had received no reply, he will raise the question with him again. KM mentioned that the Parish Council had written to Sam Corcoran on the same matter and had not received a reply either. **Action:** AK to continue to press for an answer.
- **Village Gates Project** - AK was due to receive a reply from Highways by 8th May but he has still heard nothing. **Action:** AK to chase Highways again.

Councillors Questions - Cllr Roberts commented that the rumble strips and signage on station bridge are not working as cars still travelling at speed over the bridge.

The Chairman mentioned the Parish Council had received a reply from Highways to suggestions for an alternative solution on station bridge, however, the reply was not positive. **Action:** KM to forward the information to AK to see if he can obtain a more positive response from Cllr Crane, portfolio holder for Highways.

5. Committee Matters: To receive reports from the Parish Council Committees:

- **Finance Committee** – To consider an application for grant funding from Goostrey Scouts.
Resolved: *The Parish Council resolved to approve the request for £200 grant funding for the Goostrey Scouts Wildlife Project for trees on the path towards Blackden Hall.*
Action: Clerk to inform the Scouts of the success of their application and to add the payment to the schedule for June 2020.
- **Amenities Committee** – To consider re-promoting “Wild About Goostrey” – Cllr Morgan proposed that it may be a good time to re-promote the “Wild About Goostrey” scheme devised by the Environment Group as an activity which could continue during social distancing.
Resolved: *The Parish Council resolved to approve the re-promotion of “Wild About Goostrey”.*
Action: PM and the Clerk to design a new poster for the notice boards, website, Love Goostrey and via social media.
- **Village Hall** – To consider the following:
 - **Proposal to Purchase New PC for Door Entry System and UPS for Parish**
Resolved: *The Parish Council resolved to approve the recommended purchases of either a Lenovo or Dell system unit, plus either one or two APC UPS 700A units and the door service and Paxton system transfer by Keytrack with a maximum spend of £1070.60 including VAT, using the approach outlined in the Proposal. (see Appendix 05/20 ITEM 05.20.05 Committee Matters- Village Hall)*
 - **Use of the Main Hall by the School - Motion 2: Resolved:** *The Parish Council resolves to allow Goostrey Community Primary School unlimited use of the main hall from 15th June 2020 until the end of the Summer Term in July 2020, subject to the following conditions of use:*
 - *Use of the Lounge/Bar Served, Committee Room, and toilets is not included.*
 - *The main entrance to the Village Hall should be restricted to use as an emergency exit only, as is the fire exit near the disabled toilet.*

6. Planning Matters - : To review the following planning matters:

- **Planning Applications** – To consider application 20/1464C Larkspur, 38A, BROOKLANDS DRIVE - a new garage/outbuilding – Comments due by 27th May 2020. **Resolved:** *The Parish Council resolved to object to the application because the garage is in open countryside (See Appendix 05 ITEM 05.20.06 PLANNING MATTERS, for details).*

- **Waste Site on Bridge Lane** – To consider actions the Parish Council can take to increase awareness of the consequences to residents of using of unlicensed waste site operators to dispose of rubbish.

Motion 3: Resolved: *The Parish Council resolved to continue to press the Environment Agency and Cheshire East Council to resolve the illegal Skip Waste operations on Bridge Lane. It also resolves to continue to remind residents generally that prosecution can result from using illegal Waste site operators. The Parish Council may consider reporting individual householders to the authorities on a case by case basis.*

Action: Cllr Morgan to draft a letter to be sent to residents and to circulate to councillors for approval.

- **Foot Path 12 Public Inquiry** – Report of the Outcome of the Inquiry – Cllr Morris reported that the footpath diversion had been refused because walkers enjoyment of the view of Swanwick Hall would be reduced, and that the landowners only recourse would be to appeal through the High Court.
- **Sand Quarry on New Platt Lane** – The Chairman reported that several complaints had been received on Friday 22nd May, regarding the wind blowing a lot of particulate off the quarry. Subsequently, he made a formal complaint to Sibelco regarding the management of particulate from the quarry once it is operational. Sibleco commented that most of the particulate was being blown off the farmer's fields, not the quarry and that they had used their water bowser to damp quarry area. This was supported by Cllr Rathbone who had commented that it had happened before and was coming off the field. Cllr Roberts was asked to raise the issue at the next liaison meeting which is hoped will go ahead via video conference due to Social Distancing guidelines.

7. **Financial Payments: To approve payments in Schedule 05/20.**

Motion 4: Resolved: *The Parish Council resolved to approve the payments on the Payment Schedule for 05/20.*

The payment schedule will be signed by Cllrs Morris and Rathbone, at the next meeting permitted to be held in person.

8. **Clerk's Report**

Actions from Last Meeting

- a. AK, KM and the Clerk to meet to discuss how CEC Property Services can give the Parish Council the responsibility for paying the Village Hall Business Rates in order to receive Business Rates Relief.
- b. Clerk to log the issue of water flowing down Main Road near Shearbrook Bridge and the blocked the drain on the opposite side of the road again – Resolved.
- c. Clerk to arrange a regular monthly meeting of the Parish Council in May. The Agenda would include some essential administrative items from the annual meeting such as subscriptions, direct debits and regular payments – Completed.
- d. Waste Site on Bridge Lane:
 - Clerk to report the activity at the site and the sightings of lorries going to and from the proposed waste site on Bridge Lane to the PCSO, and the company is under any Government Restrictions due to COVID-19 ie is this essential work? – Completed but no reply.
 - Clerk to write to Planning Enforcement to report the latest activity at the site including the use of Blackden Lane for access – Completed
 - AK to find out why the Planning Application date at the Planning Committee keeps being delayed. Completed
 - Councillors are to log any activity at the site and forward to the Clerk – On going.

Correspondence See Appendix 05/20

9. **Highways & SpeedWatch:** To consider any Highways & SpeedWatch matters and to take any appropriate action.
- **Highways** – No issues raised. See items raised in 4. Cheshire East Matters.
 - **SpeedWatch** - Cllr Rathbone reported that Speedwatch was still suspended due to Government Restrictions on Social Distancing.
10. **Local Policing** – To inform the PC of any key recent developments and to answer Councillors' questions. Cllr Rathbone reported that the Police and Crime Commissioners report had been circulated to councillors. KM commented that the Goostrey Post Office robber had been convicted.
11. **To Consider Payments of Annual Subscriptions for 2020/21**
- ChALC – £675 due May 2020
 - SLCC - £140 paid due Feb 2021
 - Cheshire Community Action - £50 paid - Apr 2020
 - Parish Online Mapping – £118 October 2020
 - Information Commissioners Office- £50 - Oct 2021
 - Cheshire Voluntary Service - £45 - Sept 2021

Resolved: *The Parish Council resolved to approve the list of Annual Subscriptions for 2020/21 as listed above.*

12. **To Consider the List of Regular Payments**

Monthly

- Greenfingers (May to October £574.00 Including additional grass cutting, Nov to Apr £340.00)
- Plusnet (phone & BB) - £36.00
- ID Mobile (mobile phone) - £3.99

Annual

- SLCC – Annual Subscription £140 – Feb
- Cheshire Accountants – Kashflow - £269.00 – Feb
- ChALC – Annual Subscription £675 – Apr
- Rose Day Stand - £20 – Apr
- Came & Company PC Insurance - £620 – Apr
- CCA – Annual Subscription £50 – Apr
- St Luke's Parish Magazine - £250.00 - May
- Performing Rights Licence - £200.00 – Aug
- Ian David Group – Hall Lights PAT - £40.00 – Aug
- HallMaster – VH Booking Licence - £187 – Sept
- CVS – Membership £45 - Sept
- Parish Online Mapping £118 – Oct
- Goostrey Scouts – Lights Switch On £500.00 - Oct
- ICO – Annual Fee £50 – Oct
- St Luke's Christmas Lights - £50.00 – Nov

Resolved: *The Parish Council resolved to approve the list of Regular Monthly and Annual Payment for 2020/21 as listed above, except for ID Mobile.*

13. **Review Current Direct Debits:**

- Plusnet (telephone and broadband = £36.00)
- ID – Mobile Phones (1 x staff phone = £3.99 capped)

Resolved: *The Parish Council resolved to approve the direct debit for Plusnet for 2020/21.*

Action: Clerk to cancel the ID Mobile phone subscription as it is not being used. Clerk also to update any forms and the website with the Parish Office phone number for Village Hall bookings/enquiries.

- 14. Annual Plan** - To discuss items for inclusion and appoint a working party to work with the Chairman to prepare a draft plan for approval at the June meeting.

Resolved: *The Parish Council resolved to set up a working party to prepare the draft Annual Plan for approval at the June meeting. The working party members will be Cllrs Morris, Roberts, Beckham and Sulej.*

Action: KM invited all councillors to submit ideas to him directly before the June meeting.

- 15. Annual Report 2019/20** - To consider the draft Annual Report

Resolved: *The Parish Council resolved to approve the draft Annual Report.*

Action: Clerk to post the report on the website.

- 16. Local Council Award Scheme** - To consider the draft documents listed below:

- List of ways the council engages with the Community – The Chairman indicated the document is a record of how the Parish Council engages with the community and will be used as evidence for the LCAS Quality submission.
- Community Engagement Policy.

Resolved: *The Parish Council resolved to adopt the draft Community Engagement Policy.*

Action: Clerk to report the status of the application for the LCAS Quality Award and the Website Accessibility Compliance for the website at the June meeting.

- 17. Minor Items & Items for the Next Agenda:** To take any points from Members and to note urgent items of interest. There were no items discussed.

- 18. Date of Next Meeting:** To confirm the date of the next Meeting – 23rd June 2020.

- 19. Closure of the Meeting:** The meeting closed at 21:00

Public Forum

Resident commented that he had been travelling down Brick Bank Lane onto New Platt Lane on 22nd May, and he observed the dust was coming off the field not the quarry.

These minutes will be submitted for approval at the next meeting. Until then they are draft minutes.

All minutes and meeting papers which are non-confidential are available at <https://goostrey.info> under the Parish Council Documents menu item

APPENDIX 05/20.

ITEM 05.20.05. - COMMITTEE MATTERS – VILLAGE HALL

Proposal to Purchase New PC and UPS for Village Hall Door and CCTV protection from power surges/dips and outages

A power cut of only two seconds recently occurred at a weekend. Unfortunately, the PC which runs the door system was unable to restart due to bad segments on the disk and the CCTV system was inaccessible remotely because the internet router had not reconnected to the internet following the outage and additionally the CCTV controller was unable to complete its rebooting routine.

It took an hour and a half to defragment the pc and fix the other issues.

To make these systems more resilient in future the following upgrades are proposed.

1. Purchase a new pc system unit to run the Paxton Door system as the current pc is at least 9 years old, runs Windows 7 (which is no longer supported), and the specification is too low to run a more up to date version of Windows. It is also very slow.
2. Purchase an uninterruptable power supply for the Door System PC, internet routers and CCTV system, to provide surge protection and to enable the equipment to carry on running during a power outage to be shut down in the correct manner. This would prevent damage to the equipment.
3. Ask Keytrack to install Paxton Net 2 onto the new pc and transfer the database and to perform an annual service on the doo system.

Door System PC Specification

This pc needs to run Paxton Net 2 software. The pc specifications are as listed below with Windows 10 professional

Intel® Core™ i3 (or equivalent)

4GB RAM or greater

Minimum 20GB free disk space

Minimum Resolution of 1024 x 768

Maximum Resolution of 1920 x 1080

USB2 and Ethernet

For optimal performance Paxton recommend the following PC specification:

Intel® Core™ i5 (or equivalent)

8GB RAM or greater

Minimum 40GB free disk space

Minimum Resolution of 1024 x 768

Maximum Resolution of 1920 x 1080

USB2 and Ethernet

Quotes

Items quotes are Intel Core i5 with 8GB Ram and 1 TB hard drive and Windows 10 Pro 64 are listed below (system unit keyboard and mouse only as we have a compatible monitor):

Dell Inspiron £503.00 including VAT & Delivery, 1-year warranty

Lenovo V530z £474.99 (including £85 online discount) including VAT & Delivery, 1-year warranty

HP Pro Deck 400 - £670.80 including VAT & Deliver, 1-year warranty

Installation of Net 2 Software onto new Computer and Annual Maintenance of Net 2 Door system

Quote from Keytrack

Annual Service visit @ £ 98.00 ex VAT

Net2 Database Migration @ £ 195.00 ex VAT

Total £293.00 plus VAT (£351.60 including VAT)

Power Outages/ spikes and dips in current

The recommendation is to purchase an uninterruptable power supply with anti-surge protection to operate the computer equipment if there is no power, this will also protect against damage to the attached equipment due to spikes and dips in the current.

Specification for UPS

The device needs to provide 700 VA power supply, for a minimum of 5 minutes, with 4 plug inputs, and must include surge protection. It must also include software to enable the safe power down of any equipment

Quotes

Amazon - 2 x APC UPS 700VA UPS @ £108.00 plus P&P each = £216.00 including VAT

The idea would be that you to small UPS systems which means there is additional resilience built in and has standard plugs. This system does have the software to power down the PC. Recommended by Ian Davis Group

Kholer - PowerWave 3kVA UPS @ £1,038.00 + VAT (£1245.60 including VAT & Delivery)

The cost for the 3kVA PowerWave 1000 Floor standing Tower UPS with 35mins battery at 600VA Load, price including SNMP Card (CS141 professional). After taking advice elsewhere this system seems to much more advanced that we require.

Critical Power – Riello iPlug 800VA Offline 230V (UPS) - IPG 800 UK = £87.30 plus P&P

Very similar to the APC UPS 700VA, could be purchased as a single unit or buy two for extra resilience. Advantage is that this unit has 5 power sockets for standard plugs and power down software.

Recommendation

The recommended purchases would be, either the Lenovo or Dell system unit, plus either one or two APC UPS 700A units and the door service and Paxton system transfer by Keytrack

Maximum spend of £1070.60 including VAT

Approach

However, the approach would be initially to buy one UPS to see if that resolves the issue. The other unit could be purchased at a later stage if required.

We should install the Paxton Net 2 software onto the new computer and transfer the database ourselves, and only ask Paxton to carry out the installation if there are issues.

Once the new pc is installed and working with the Paxton Net 2 system, we should schedule an annual service for the door system.

ITEM 05.20.06. - PLANNING MATTERS

Planning Application: 20/1464C Larkspur, 38A, BROOKLANDS DRIVE, GOOSTREY, CW4 8JB

Goostrey Parish Council objects to this application because the proposed new garage/outbuilding lies outside the existing Goostrey village boundary (as shown by the red line on the plan below). This boundary is also proposed to be retained in the CEC draft SADPD PUB30 document. It would therefore be in 'Open Countryside' and in conflict with CEC Local Plan Policy PG6. Although the Goostrey Neighbourhood Plan (NP) Policy HOU1 does allow new 'dwellings' immediately adjacent to the existing settlement zone lines', it does not extend this to outbuildings. In particular this case would constitute a creeping of the built-up area towards 'The Bongs' which is a NP Designated Local Green Space.

ITEM 05.20.08. - CLERK'S REPORT

Correspondence

- a. Chalc Membership invoice
- b. KDE Ltd | Helpdesk Re: FAO Sophie - QUO/1518409 – Order Confirmation Installation 27th May 2020
- c. Resident Email acknowledgement RE: CEC Highways Enquiry Resolved - Enquiry 3376777
- d. Resident Unapproved Skip Firm
- e. Bennett Brookes RE: Internal Audit wc 1st June 2020
- f. CEC [OFFICIAL] Vulnerable and Older Persons' Housing Strategy – Consultation – **Resolved: The Parish Council will not respond to this consultation**
- g. Chalc RE: Cheshire East Highways Matters
- h. CEC Planning - RE: 20/1464C - 38A, BROOKLANDS DRIVE – Extension date for comments 27th May 2020
- i. Goosfest Re: Goosfest 2021 – Dates Cancelled
- j. Civic Voice civic update - 15th May 2020
- k. Police Crime Commissioner Police & Crime Commissioner and Chief Constable Stakeholder Bulletin - 15 May 2020
- l. National Association of Local Councils  CHIEF EXECUTIVE'S BULLETINS
- m. Chalc ChALC Weekly Bulletin 15.05.20
- n. Community & Voluntary Services Cheshire East CVS Spotlight eBulletin - Updated Survey Results and #CheerForTheVolunteers
- o. NALC – CORONAVIRUS — INFORMATION FOR PARISH AND TOWN COUNCILS (weekly bulletins)
- p. Resident - Re: New Item(s) Published on Goostrey.info - YOUR RUBBISH YOUR RESPONSIBILITY - You Could Be Fined If You Use an Unlicensed Waste Skip Carrier or Operator!
- q. Goostrey Parish Archive re Access
- r. Chalc Re: CEC Single Point of Contact
- s. Footpaths CEC [OFFICIAL] FW: Footpath Queries GOOSTREY FP12
- t. Chalc RE: Cheshire East Highways Matters
- u. Footpaths CEC [OFFICIAL] RE: Footpath Queries
- v. Cheshire East Council Your application for Business Rates relief – Rates Relieve request Granted
- w. Rural Services Network The Rural Bulletin - 12 May 2020
- x. Cheshire East Highways Updated Road Closure: Booth Bed Lane, Goostrey
- y. Knutsford Town Council RE: Bankline
- z. Resident Footpath Queries
- aa. CE Borough Council [OFFICIAL] RE: Goostrey Village Hall - 2019-20 Recharge Mon 11/05 45 KB
- bb. KOLKER, Andrew (Councillor) FW: RE: 18/00357E - Waste Site on Bridge, Lane Goostrey
- cc. National Association of Local Councils  CHIEF EXECUTIVE'S BULLETIN 07/05/2020
- dd. Information Commissioner's Office Latest news from the ICO 07/05/2020
- ee. National Association of Local Councils  NALC PUBLISHES THE FIRST-EVER REPORT ON LOCAL COUNCIL ELECTIONS 07/05/2020
- ff. KOLKER, Andrew (Councillor) FW: Letter from the Secretary of State for Housing, Communities and Local Government regarding Funding 07/05/2020
- gg. Rural Services Network RSN Rural Funding Digest - May 2020 Edition
- hh. KOLKER, Andrew (Councillor) RE: [OFFICIAL] RE: Goostrey Village Hall
- ii. Paul Garratt Business continuity and support for parish councils during COVID-19
- jj. Business Rates CEC [OFFICIAL] RE: Business Rates for Goostrey Village Hall
- kk. CEC Property Services [OFFICIAL] RE: Goostrey Village Hall Business Rates
- ll. Sibelco RE: Fwd: COMPLAINT NEW PLATT LANE GOOSETRY CHESHIRE
- mm. Resident Re: New Platt Lane Complaint
- nn. Resident Re Footpath 12
- oo. Planning Enforcement - RE: 18/00357E - Waste Site on Bridge, Lane Goostrey
- pp. Cheshire East Highways Road Closure: Station Road, Goostrey

- qq. Sibelco RE: Fwd: COMPLAINT NEW PLATT LANE GOOSETRY CHESHIRE
- rr. Resident Fwd: COMPLAINT NEW PLATT LANE GOOSETRY CHESHIRE
- ss. Goostrey Scouts Young people's wildlife project
- tt. National Association of Local Councils  CHIEF EXECUTIVE'S BULLETIN
- uu. Parfum - Re: Purchase order for Hand Sanitizers - Goostrey Parish Council
- vv. Public Sector Executive Transparency for lockdown exit plan
- ww. Highways Correspondence [OFFICIAL] 471) Goostrey Railway Incursion and Pedestrian Safety response to our letter in February 2020.
- xx. Resident - Re: Road closure New Platt lane
- yy. Sibelco New Platt Lane Closure
- zz. Connected Communities [OFFICIAL] SCAMS INFORMATION AND SUPPORT FOR VICTIMS
- aaa. CEC Highways CEC Highways Enquiry Update - Enquiry 3395939
- bbb. Resident: A few issues
- ccc. CEC Highways CEC Highways Enquiry Received - Enquiry 3395939
- ddd. CEC Highways CEC Highways Enquiry Received - Enquiry 3395938
- eee. Planning Enforcement - Report a suspected breach of Planning Regulations Confirmation