



**PARISH COUNCIL WORKING GROUP MEETING**

**MINUTES of the MEETING on TUESDAY 27<sup>th</sup> JULY 2021 at 7.30PM VIA ZOOM**

**Present:** Cllrs Morris (KM)(Chairman), Rathbone(TR)(Vice-Chairman), Roberts (DR), Ross (CR), Sulej (JS) and Williams (EW).

**In Attendance:** Cllr A Kolker, CEC, S Jones Clerk to the Council and 4 members of the public

This meeting was a Parish Council Working Group Meeting as the Council is currently operating under Delegated Authority to the Clerk.

1. **Declaration of Interests:** None declared.
2. **Apologies for absence:** Apologies for absence were received from Cllrs Beckham, Morgan, O'Donoghue and Lord.
3. **Minutes:** To approve the Minutes of the meeting on 29<sup>th</sup> June 2021. View minutes at <https://goostrey.info/wp-content/uploads/2021/07/GPC-Minutes-29062021-v-1.pdf>  
*The minutes of the meeting on 29<sup>th</sup> June were approved by members.*  
And the notes from the PC Working Group Meeting on 22<sup>nd</sup> June at - <https://goostrey.info/wp-content/uploads/2021/07/GPC-Workng-Group-NOTES-22062021-Draft-v2-with-appendices.pdf>  
*The notes from the Meeting on 22<sup>nd</sup> June were approved by members.*
4. **Cheshire East Council Matters:** To receive a report on Cheshire East Council Matters.  
Cllr Kolker reported that he had contacted the Head of Planning Enforcement at CEC, who confirmed they were actively working on a report regarding the enforcement action, but it was taking longer than expected due to issues related to the use of the land and other items on site.  
AK had previously reported that the High School in Holmes Chapel would run out of places in 2022. He noted that he had not seen any planning applications for the school that would indicate there had been progress towards its expansion.
5. **Committee Matters:** To receive reports from the Parish Council Committee Working Groups:
  - i. **Amenities Working Group** –Proposal for Refurbishment of Telephone Box. See proposal on **page 4.**  
*Members selected Quote B. Actions: Clerk to notify the contractor of the acceptance of the quote and to ask for a date for works to be carried out. Clerk to notify unsuccessful contractor of the decision not to proceed with their quote of £2,500.00 + VAT.*  
*NOTE: Cllr Rathbone thanked Cllrs Williams and Lord for their works on the hedge at Shearbrook Bank and Cllr Williams for trimming the box balls in the planters on Booth Bed Lane.*
  - ii. **Finance Work Group Meeting 6<sup>th</sup> July 2021** - see <https://goostrey.info/wp-content/uploads/2021/07/Finance-NOTES-06072021-v2-including-appendices.pdf>
    - a. **Budget vs Actuals Report 1<sup>st</sup> April – 30<sup>th</sup> June 2021** – see Finance Minutes.  
*The members accepted the report.*
    - b. **Unaudited Accounts for the Period 1<sup>st</sup> April – 30<sup>th</sup> June 2021** – see Finance Minutes.  
*The members accepted the Accounts for period.*

JS reported that the school had changed their insurer and they now have an all-risks policy, and this means that the hiring out of the Village Hall by the Council is no longer covered. The building is covered but the Clerk will investigate the 3<sup>rd</sup> Party Public Liability insurance with our current insurer. The new arrangement needs to be in place by 1<sup>st</sup> September 2021. **Action:** Clerk to liaise with the insurers and report back to the Council.

iii. **Village Hall Management Committee Working Group Meeting 13<sup>th</sup> July 2021** – see

<https://goostrey.info/wp-content/uploads/2021/07/VHMC-NOTES-13072021.pdf>

DR made the report and confirmed that the Yvonne & Chris Duke were in place and ready to take bookings. He also mentioned that a document pack would be sent out to regular hirers by the end of the week. He went on to say that the hall floor was currently being refurbished and this should be completed in the next few days.

6. **Planning Matters:** To consider the following Planning Applications

- **21/3498C** – 6 Brookfield Crescent - Proposed single storey side/rear extension. Comments due by 23<sup>rd</sup> July 2021. **Decision:** Clerk replied no comments on advice of Planning Committee.
- **21/3848N** – Holly Cottage, 20 Main Road - First floor addition to existing side extension & single storey rear extension. Comments due by 9<sup>th</sup> August 2021.  
<http://planning.cheshireeast.gov.uk/applicationdetails.aspx?pr=21/3848N&query=e626d8f5-988a-496e-b054-245e9c3f9b5c> **Decision:** The following comments to be submitted by the Clerk. “We note that the removal of a large tree is mentioned in the Application, we trust that this tree is not subject to a Tree Preservation Order and that the Cheshire East Tree Officers are being consulted on the tree works/removal.”
- **21/3944N** - 14, SHEARBROOK LANE - Two storey rear and single storey side and rear extension works with associated alterations. Amendments to existing porch and garage link. Comments due by 13<sup>th</sup> August 2021.
- <http://planning.cheshireeast.gov.uk/applicationdetails.aspx?pr=21/3944N&query=6e8cab51-d6b1-4624-b8ea-0d731b63a7a4> . **Decision:** The members agreed there were no comments on this application.

7. **Financial Payments:** To approve payments in Schedule 07/21. Includes: Salaries & expenses see Payment Schedule on website. **The members accepted the payments on the payment schedule for July 2021. Action:** Clerk to make payments.

8. **Clerk’s Report** – including Actions from the Last Meeting and Correspondence received see **page 6**

9. **Highways & Speedwatch :**

- i. **Speedwatch Report** - TR reported that Speedwatch had resumed. CR commented that the SDU on Station Road is covered by vegetation. **Action:** Clerk to check when the hedge will be cut.
- ii. **Report from SDU at Shearbrook, Main Road** - see **page 8**. TR referred Councillors to the report.
- iii. **Junction of Booth Bed Lane, Hermitage Lane, and Main Road** – Report from the Working Group Meeting on 14<sup>th</sup> July 2021 –see **page 8**. KM made a short report from the meeting the details of which are outlined in the report. The Clerk has investigated the costs of installing the two vehicle activated signs and has been advised on and approximate of figure of £16,000.00 plus VAT (inclusive of traffic management and posts). These figures may vary dependent on the response from CEC Highways.

10. **Newsletter and Annual Report** – Clerk - see page 9. *The members agreed to proceed with the proposal. KM agreed to write a summary of the Annual Report for the Newsletter.*
11. **Website and Email Migration Date** - Clerk - see page 9. *The members approved the proposal with an amendment to continue with the [Parishcouncil@goostrey.info](mailto:Parishcouncil@goostrey.info) account until the domain renewal date, 4<sup>th</sup> February 2022.*
12. **Grant Application:** To consider the application for a grant for the Men in Sheds project.  
The Chairman invited the applicant to speak to the meeting. The applicant confirmed that Goostrey Community Shed is for Goostrey Men and surrounding areas however the current membership is 80% Goostrey Residents. It is a not-for-profit organisation and there is long term commitment from the person who owns the building that the group will meet in, and which will be refurbished for their use as part of the project to allow the use of the building.  
*The members of the council approved the grant application from the Goostrey Community Shed for £1,000.00. Action: Clerk to arrange for payment of the funds to the Goostrey Community Shed.*
13. **Minor Items & Items for the Next Agenda:** To take any points from Members and to note urgent items of interest
- **FOGS** – DR reported that there had been a meeting where it had been identified that FOGS membership will reduce due to a number of factors in the near future. He indicated that they were looking for suggestions on how to encourage more volunteers. The Clerk suggested using local Facebook pages and KM asked if it was worth talking to other local groups. If they can't increase membership the group may fold as soon as the end of the year. This would be a shame now that the Ticket Office is about to open. **Action:** Clerk to add item to the Newsletter encouraging membership.
  - **Police meeting for Brereton Rural and Dane Valley parishes on 26<sup>th</sup> July 2021** - TR reported that he attended the meeting and our PCSO Ade Chadwick, he said that Goostrey was incredibly fortunate that crime was very low. Speeding is high everywhere, and the PC and PCSO are now planning more TRUcam sessions. TR has asked for Main Road and Hermitage Lane to be added to the existing sites of New Platt and Boothbed Lane. He went on to say that the new Police and Crime Commissioner has said in his report for next 5 years, that where villages can demonstrate speeding issues, he will support increased speed monitoring. The new Chief Constable is also supportive of increased speed monitoring. **Action:** Clerk to write to PCC to request increase speed monitoring. **Completed.**
14. **Date of Next Meeting:** To confirm the date of the next Meeting – 28<sup>th</sup> September 2021.
- Part II – Members of the Public were asked to leave due to the confidential nature of the business to be discussed**
15. **Confidential Matters – Bogbean.** The details of the decision are contained in the confidential report for the PC Working Group Meeting on 27<sup>th</sup> July 2021.
16. **Closure of Meeting:** To formally close the Meeting.

### **Public Forum**

Resident re-iterated the comments made by DR in his FOGS report. He voiced concern that the group may be forced to fold if membership is not increased.

Another resident suggested that FOGS advertise for volunteers in the Goostrey Community Primary School newsletter to encourage membership from younger people too.

**ITEM 5 – COMMITTEE MATTERS****i. Amenities Working Group –Proposal for Refurbishment of Telephone Box**

In order for the Committee to plan for restoration works to the Phone Box it was agreed at the June Meeting that the Clerk should obtain prices for stripping and repainting the telephone box in situ.

Three quotes were requested, however the third supplier declined to provide a quotation.

Please see the quotes below:

**Quote A - Local Shot Blasting Company****Re – on site telephone box with glass removed**

- Shotblast s a 2.5
- Apply two pack etch primer
- Apply two pack mid coat
- Apply two pack acrylic topcoat red
- Apply two pack black acrylic to the rear of box

**Please note**

Supplier to provide all sheeting and protection

**PRICE £ 2,800.00 + vat**

This quote does not include the cost of removing the old glass, the cost of new glass and window fixings/signs and installing the new glass window fixings and signs. A second contractor who already completes works for the council has quoted:

Glass/sign removal and replacement labour costs

**PRICE £250.00 No vat****Cost of Glazing kit and signs**

Black gloss acrylic panes	£ 71.00
X2 Connect Glazing Kit	£705.00
3 DEFIBRILLATOR signs	£ 95.40
1 Blanking pane	£ 12.00
2 Silicone clear tubes	£ 7.30
1 White acrylic tube	£ 3.65

**PRICE £894.35 + vat and delivery****TOTAL for QUOTE A - £3,944.35 + vat + delivery on parts**

**Quote B - Handyman Quote – (this company refurbished the phone boxes at Appleton)**

Pricing for stripping and repainting of the Phone Box in situ. This estimate relies on there being room to walk around the whole box freely to carry out the required works. Best efforts for the back of the box once glass is removed.

- 1) To sand and prep outside of the phone.
- 2) To under coat.
- 3) To gloss for final coat.

A photograph of the renovation completed in Appleton can be viewed in the Appleton Parish Council newsletter on page 2 at

<https://appletonpc.org.uk/wp-content/uploads/2020/04/newsletterwinter2018.pdf>

**PRICE £1300.00 No vat (Labour only)****Materials required**

Black gloss acrylic panes	£ 71.00
1 Litre of white primer filler	£ 16.55
1 Litre of White gloss	£ 18.06
1 Litres Red oxide primer paint	£ 16.55
5 Litres Red 539 paint	£ 81.30
3 DEFIBRILLATOR signs	£ 95.40
1 Blanking pane	£ 12.00
2 Silicone clear tubes	£ 7.30
1 White acrylic tube	£ 3.60
X2 Connect Glazing Kit	£705.00

**PRICE £1026.75 + vat and delivery****TOTAL for QUOTE B £2326.75 +vat and delivery on parts****Recommendation from the Amenities Committee**

The Amenities Committee recommends acceptance of the lowest, handyman quotation in the sum of £2326.75 +VAT. The approximate £1,600 uplift for the shot blasting option cannot be justified in terms of value for money.



However, approval for a total project budget of £2,500 + Vat - inclusive of just under 10% contingency is requested. The contingency will allow for parts delivery and any unforeseen costs. The only additional cost would be the Clerk's time to project manage the works which is estimated at 5 hours maximum.




## ITEM 8 – CLERK’S REPORT

### Actions from the last meeting

- a. Clerk to apply for the Village Hall Re-Opening grant. Update – The Clerk applied for the grant and was informed that precepted organisations are not eligible for this grant. **Completed.**
- b. Clerk to arrange for the purchase of the phone contract and check the price of the phone with the Finance Committee. **Completed.**
- c. Clerk to ask the Police if there is a location on Goostrey Lane where Speedwatch could take place.
- d. Clerk to ask CEC Highways to renew the road markings. Update – request made via Report It on 23<sup>rd</sup> June 2021. Clerk to chase. **Action:** Clerk to chase up and re-log if necessary.
- e. Clerk to arrange meeting of Main Road with Hermitage and Booth Bed Lane Crossroads Working Group – **Completed** -Meeting took place on 14<sup>th</sup> July 2021.
- f. Steam Rollers - Clerk to write to residents with findings – **Completed.** CR to investigate further and report back. **Completed.**
- g. The Chairman and Clerk to submit the expression of interest form to transfer the Bogbean to the Parish Council. **Completed** - The Chairman submitted the form.
- h. Clerk to arrange for monthly meetings with the PCSO to commence at the Village Hall. Update – Request has been made to the PCSO but not reply or dates received as yet. **Completed** – Dates are advertised in the Newsletter.

### Correspondence

- a. Resident Re: Goostrey Play area S106 £40k funds for development
- b. Resident Planning & Jodrell Bank. **A response was received from Cllr Gilbert, but Cllr Kolkler commented that the Cheshire East Local Plan seemed to adequately protect Jodrell Bank.**
- c. ChALC RE: Public Consultation requirements Tue 17:33 141 KB
- d. SLCC SLCC Daily Digest - 20/07/2021 Tue 12:04 35 KB
- e. Police & Crime Commissioner Stakeholder Bulletin - July 2021 Tue 10:45 366 KB
- f. Resident - Steam Engines Sunday afternoon 18/07/2021 Mon 14:47 10 KB
- g. Resident Re: Dirty road signs Sun 14:55 11 KB
- h. National Association of Local Councils  CHIEF EXECUTIVE'S BULLETIN Fri 16/07
- i. Cheshire East SADPD Hearing Participant. **Cllr Morris indicated that he would be speaking at the inquiry but that as yet no date had been set.**
- j. Rev Buckley Re: Memorial Crocuses Fri 16/07 22 KB
- k. FOGS second email with FOGS photos Thu 15/07 12 MB
- l. (Holmes Chapel Parish Council) RE: \*\* Reminder \*\* Police Meeting on 26 July 2021
- m. National Association of Local Councils  NALC NEWSLETTER Wed 14/07 88 KB
- n. CCA ACRE Advice - 19th July 2021 Wed 14/07 91 KB
- o. Scouts: Bonfire and Caretaker Tue 13/07 6 KB
- p. CEC Highways RE: Mill Lane Bridge request to access Minutes of Meetings Mon 12/07 135 KB
- q. Residents RE: Main Road - road sweeping 09/07/2021 40 KB
- r. CEC [OFFICIAL] AE/00441 Asset Transfer Goostrey 01/07/2021 429 KB
- s. NALC LCAS Achieved - Quality Award 30/06/2021 788 KB
- t. Resident Green initiative for Goostrey 30/06/2021 13 KB
- u. ChALC Top Up Highways Maintenance Scheme - Feedback Reminder 30/06/2021 25 KB

- v. National Association of Local Councils  NALC NEWSLETTER 30/06/2021 88 KB
- w. CEC [OFFICIAL] Community Governance Review of Town and Parish Council Governance
- x. CEC Highways RE: Road Name changes 29/06/2021 32 KB
- y. SBA Automatic reply: AGAR for Goostrey Parish Council for 2020/21 29/06/2021 21 KB
- z. National Association of Local Councils  NALC ONLINE EVENTS 29/06/2021 72 KB
- aa. Resident - Fw: Re: Mill Lane bridge – information re ownership 25/06/2021 9 KB
- bb. National Association of Local Councils  CHIEF EXECUTIVE'S BULLETIN 25/06/2021
- cc. CEC Cheshire East SADPD (revised email) 24/06/2021 249 KB
- dd. Resident – Re Men in Sheds Grant Request
- ee. Resident - Complaints about large vehicles on Church Bank and Blackden Lane
- ff. Resident – 40-TONNE LORRIES USING GOOSTREY ROADS

### Re Items ee and ff

Cllrs commented on the number and frequency of lorries on Church Bank, Blackden Lane and through the village. The Chairman highlighted that the Waste Site on Bridge Lane has an environmental permit but does not have planning permission. TR and AK indicated that the legal process needed to be followed and unfortunately it takes time, and that evidence is required. If residents have first-hand evidence, they can use the link to Planning Enforcement on the Cheshire East Web Site to log planning related issues and photographs of the vehicles strengthen the complaints. **Action:** Clerk to send contact information for Planning Enforcement to Cllr Williams.

**Action:** Clerk to log depression in the road on Blackden Lane.

**ITEM 9 – HIGHWAYS & SPEEDWATCH**i. **Report from SDU at Shearbrook, Main Road - Summary****Main Road Shearbrook SID Summary Data**

Month 2021	Total Number of Vehicles	% Travelling at over 35MPH	Highest Speed and time	Comments
February	20,931	24.1	61.3mph 21.00	Highest previous Speed 88.3mph 02.00 January 2021
March	27,630	23.9	60.3mph 01.00 & 18.00	
April	31,453	26.6	65mph Midnight & 07.00	
May	42,455	27	59 mph 16.00 & 23.00	
June	34,485	26	63.3mph 16.00	

Note Total Number of Vehicles for each month may have peaked as new vehicle use norms establish.

04/07/2021 - TR

ii. **Junction of Booth Bed Lane, Hermitage Lane, and Main Road – Notes from the Working Group Meeting on 14<sup>th</sup> July 2021**

**Present:** Ken Morris, Terence Rathbone, Colin Ross, Ian O'Donoghue, Andrew Kolker, Sharon Jones.

Causes of accidents (No 1 seems to be the most likely cause).

1. Drivers on BBL and Hermitage driving straight across junction.
2. Speeding cars on Main Road
3. Poor visibility for drivers turning out of BBL and Hermitage.

<b>Solutions to Investigate</b>	<b>Action</b>
Vehicle activated illuminated warning Junction Signs on BBL and Hermitage on approach to junction. Need to be connected to electricity supply. Use LED and 'focussed' signs to reduce glare for householders.	Needs approval and advice from CEC on positioning, and cost of installing posts. Costs of signs to be determined if OK to proceed.
Alter (and enhance?) streetlight on junction to better illuminate junction	Needs approval and cost from CEC
Extend centre line further back on BBL and Hermitage and add further lining (e.g., yellow diagonal markings)	Need advice from CEC on improved road markings.
Cut back hedge on Main Road by 0.5 metres	AK to contact CEC Highways about hedge cutting the hedge (by CEC asking householder and/or doing it themselves if verge belongs to CEC)



Cut back trees on BBL and potentially Hermitage so signs and junction clearer.	Need CEC approval. If OK need cost.
Install poles for SIDs on Main Road either side of junction.	Need advice from CEC (and police?). Also need cost from CEC). If OK plan to move existing SIDS.

Overall Action: KPM to work with AK to submit forms to the CEC Pilot Scheme.

Funding case to be made to Parish Council once costs are known, but it was generally agreed that this project is a good case for the £4.2K of ex AHG budget plus approx. £10K of capital budget from PC.

<b>Additional but separate improvements</b>	<b>Action</b>
Reduce speed limit on Goostrey Lane to 50mph	Make a request to CEC with evidence that aligns with CEC strategy.
Increase police prosecutions for speeding offenders	Request more TRUCam time around this junction (and potentially SpeedWatch sessions)
Report obscured 30mph signs on Goostrey Lane	Another Report It request to cut back vegetation.

## **ITEM 10 – NEWSLETTER & ANNUAL REPORT**

**Items for the Newsletter** are required to be with the Clerk by the end of the day on Friday 30<sup>th</sup> July. Delivery to be made wc 9<sup>th</sup> August, cost of delivery to be £80.00. Either 2 or 4 pages dependent on number of articles

Current items to be included are:

1. Village Hall – Open for business, new supervisor intro, advice for events organisers regarding COVID 19, re-opening event (date to be confirmed)
2. Quality Award
3. Email and website changes
4. Grant funding for local groups
5. Booth Bed /Hermitage/Main Road Crossroads?
6. FOGS article – awards and need for volunteers

**Annual Report** – The Chairman is proposing that this year the Annual Report for 2020/21 will be available on the website and notice boards, with a note to let people know a hard copy can be obtained from the Parish Office. This is a departure from previous years where the report was delivered with the newsletter to all households.

## **ITEM 11 – WEBSITE AND EMAIL MIGRATION DATE**

The Clerk is proposing that the website be migrated to the new domain name on 23<sup>rd</sup> August 2021. This can be advertised in the Newsletter. There should be no inconvenience as a redirection will be made.

The website will change from <https://goostrey.info> to <https://Goostreyparishcouncil.gov.uk>

The new email account, [clerk@goostreyparishcouncil.gov.uk](mailto:clerk@goostreyparishcouncil.gov.uk) has been created and Netwise the company that hosts the current email account has agreed to keep [parishcouncil@goostrey.info](mailto:parishcouncil@goostrey.info) available until the end of September 2021.

We will publicise that the new account is effective from 23<sup>rd</sup> August but in practice we will be promoting this via an auto responder before that date. Main contacts will be informed, i.e., Cheshire East etc and the details on the website will change on 23<sup>rd</sup> August.

The two email accounts will run in parallel until the end of September 2021.