



MINUTES OF THE MEETING OF GOOSTREY PARISH COUNCIL ON

TUESDAY 28th SEPTEMBER 2021

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

In Attendance: Cllr A Kolker, CEC and S Jones Clerk to the Council.

09.21.1. Declaration of Interests: To receive and minute any declarations of interests.

There were no interests declared.

2. Apologies for absence: To receive Apologies for unavoidable absence.

Apologies for absence were received from Cllrs Roberts and Williams.

3. Minutes: To approve the notes of the meeting on 27th July 2021. See the notes of the meeting at <https://goostreyparishcouncil.gov.uk/wp-content/uploads/2021/09/GPC-Working-Group-27072021-Meeting-Notes-v1.pdf>

Resolved: The Parish Council resolves to accept the notes of the Parish Council Meeting on 27th July 2021 as a true record of the meeting.

4. Cheshire East Council Matters: To receive a report on Cheshire East Council Matters.

Cllr Kolker reported that Cllr Gilbert had spoken against the Parking Consultation in which parking charges had been proposed for Holmes Chapel, had now been cancelled by the Cheshire East Committee.

He went on to say that the Special Education Needs and Disability consultation was open until 3rd October 2021 if anyone wanted to make a return.

Planning permission for a transit for travellers has been approved on land off Cledford Lane, Middlewich.

Middlewich Road has been closed for emergency roadworks.

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

i. **Amenities Working Group 1st Sept** – See notes from the Meeting at

<https://goostreyparishcouncil.gov.uk/wp-content/uploads/2021/09/Amenities-Working-Group-01092021-Notes-v2-plus-appendices.pdf>

Resolved: The Parish Council resolves to accept the notes from the Amenities meeting on 1st September and all the decisions therein.

ii. **Staff Working Group 7th Sept** – See non-confidential notes from the meeting at

<https://goostreyparishcouncil.gov.uk/wp-content/uploads/2021/09/Staff-Working-Group-07092021-Notes-Draft-v2.pdf>

To consider the following motions:

a. To accept the resignation of the Clerk.

Resolved: *The Parish Council resolved to accept the resignation of the Clerk.*

The Chairman and members of the Council thanked the Clerk for her hard work and dedication to the council.

- b. To approve the recruitment of a new Clerk

Resolved: *The Parish Council resolved to approve the recruitment of a new Clerk.*

- c. To approve the Job Description, Person Specification, Job advert etc (page 6)

Resolved: *The Parish Council resolved to approve the Job Description and Person Specification for the recruitment of the new Clerk.*

- d. To delegate the recruitment process to the Staff Committee plus any other council members deemed appropriate.

Resolved: *The Parish Council resolved to delegate the recruitment process to the Staff Committee plus any other councillors deemed appropriate.*

- e. Confidential matters in relation to the recruitment of the Clerk are deferred to Part Two.

- iii. **VHMC 21st September 2021**– see Minutes of the Meeting at

<https://goostreyparishcouncil.gov.uk/wp-content/uploads/2021/09/VHMC-Minutes-21092021-draft-v2-plus-budget-vs-actuals.pdf>

Resolved: *The Parish Council resolved to accept the minutes of the VHMC meeting on 21st September 2021 and all the decisions therein.*

Resolved: *The Parish Council resolved to approve the payment of the reconciled Village Hall Recharge 2019/20 in the sum of £8,871.70 to Cheshire East Borough Council.*

Action: Clerk to request Cheshire East raise an invoice so that the payment can be made.

6. Planning Matters:

- i. To consider the following planning applications:

21/4917C – 46 Primrose Chase - Construction of single storey rear and front extension together with conversion of garage to form habitable area. Comments by 20th October 2021. **Resolved:** *The Parish Council resolved not to comment on application 21/4917C.*

- ii. To receive a report on planning decisions made since the Working Group meeting on 27th July 2021 see page 25 and 26.

Resolved: *The Parish Council resolved to approve the planning decisions made since the Working Group meeting on 27th July 2021 as listed on pages 25 and 26.*

7. **Financial Payments:** To approve payments in Schedule 09/21. **Includes:** Salaries & expenses . To be provided on Monday 27th September 2021 (see page 12).

Resolved: The Parish Council resolved to approve the payments listed on Schedule 09/21.

8. **Clerk's Report** – including Actions from the Last Meeting and Correspondence page 13.

TR reported that the Police and Crime Commissioner had enabled additional TRUCam sessions in the Village as part of his initiative.

9. Highways & Speedwatch

- i. **Speedwatch Report** – To receive the Speedwatch Report – TR (see page 14). TR reported that there seemed to be consistently the same number of drivers speeding through the village. **Action:** Clerk to advertise for SpeedWatch volunteers in as many publications and media as possible.

- **SDU at Shearbrook, Main Road - Summary Report July/August 2021** – See report on page 15.

- ii. **Meeting with CEC Highways at Main Road/Boothbed Lane Junction on 14th September 2021** – KM, TR and IO'D met with Highways. The Highways representative was supportive of cutting back the hedges, re painting the white lining and improved lighting. However, he was not supportive of the activated warning sign which were also proposed. He said he would write up a report and speak to the Highways Officer and report back.

IO'D also reported that the Highways representative had confirmed that there was insufficient justification to reduce the speed limit on Goostrey Lane from 60mph to 50mph, as there was a clear line of sight to the speed limit sign and the road is straight with very few properties. **Action:** Clerk to follow up with the Highways representative to obtain the report and information on SID's.

AK referred councillors to the Speed Management strategy on the Cheshire East website which lays out the criteria for justifying the reduction of speed limits.

10. **Police Matters** – To consider any matters related to local policing – TR said there no items to report.

11. **Casual Vacancy** – To note that the council has a vacancy due to the resignation of a councillor and to consider the items listed below.

- i. To note the resignation of Cllr Sara Lord

Resolved: *The Parish Council resolved to note the resignations of Cllr Sara Lord.*

- ii. To consider sending a letter of thanks to Sara Lord

Resolved: *The Parish Council resolved to send a letter of thanks to Sara Lord.*

- iii. To consider co-opting a suitable candidate to fill the Casual Vacancy if Cheshire East Elections Department does not call for an election to fill the vacancy when the notice period ends on 29th September 2021.

Resolved: *The Parish Council resolved to co-opt a member to the council to fill the Casual Vacancy if Cheshire East Elections Department does not call for an election to fill the vacancy when the notice period ends on 29th September 2021.*

- iv. To appoint one additional councillor to each of the following committees to replace Sara Lord: Staff Committee, Finance Committee and Amenities Committees

Resolved: *The Parish Council resolved to appoint Cllr O'Donoghue to the Staff Committee and to wait until the Casual Vacancy is filled before appointing councillors to the Finance and Amenities Committees.*

- v. To consider nominations for a new Bank Signatory for the Parish Council Accounts to replace Sara Lord.

Resolved: *The Parish Council resolved to appoint Cllr O'Donoghue as bank signatory on the Santander, NS&I and Skipton accounts.*

12. **Annual Governance and Return (AGAR) 2020/21** – To accept the completed external auditor report and to note that there were no matters of concern raised. See full document at <https://goostreyparishcouncil.gov.uk/wp-content/uploads/2021/09/Conclusion-of-Audit-Notice-plus-AGAR-pages-3-4-5-6.pdf>

Resolved: *The Parish Council resolved to accept the completed AGAR and noted that there were no matters of concern raised.*

TR thanked the Clerk for the successful completion of the AGAR.

13. **To accept the decisions made under delegated authority between 6th May and 27th September 2021** - as listed from page 16 - 18.

Resolved: The Parish Council resolved to accept the decisions made under delegated authority between 6th May and 27th September 2021 as listed on pages 16-18.

- 14. Items of Business not covered at the Annual Meeting of the Parish Council in May 2021 –**
To consider the recommendations from page 19-21.

Resolved: The Parish Council resolved to accept the recommendations made on pages 19 to 21.

- 15. Consultations –** To consider the Councils response to the following consultations

- i. **CEC Consultation on Community Governance ends 28th November 2021 –** see page 22 and 23.

KM reported that there were no changes proposed for Goostrey.

Resolved: The Parish Council resolved to make a response of no change.

- ii. **NALC Policy Consultation Briefing: Local Nature Recovery Strategies –** To consider sending the response provided by TR on page 24 and 25. JS asked if local wildlife and ecological groups with expertise could be added e.g., Bat Conservation, Wild Trout Trust and other local conservation organisations.

Resolved: The Parish Council resolved to submit the response with the amendments listed.

- 16. Minor items and items for the next agenda.**

- i. **Report from Sibelco Meeting on 7th September 2021 –** Cllr Roberts was unable to attend the Parish Council meeting, but he informed the Clerk that there were no issues of concern raised at the Sibelco meeting and that the Minutes would be circulated shortly. AK attended the meeting and commented that the quarry is in full production and there have been no dust issues attributable to Sibelco the issues raised were found to be attributable to agricultural activity. TR added that it was a well-run site.

- ii. **Report from the CEC Code of Conduct Meeting on 23rd September 2021 – Clerk/KM.**
KM reported that there was very little change, and the only item of note was regarding the acceptance of gifts. The code says that “The presumption should always be not to accept significant gifts or hospitality”, and in exceptional circumstances only where it is clear that no influence or favour is expected. Anything over £50 should be reported to the Monitoring Officer. However, Members suggested at the meeting that this should be reduced to anything over £0. KM also suggested that the Cheshire East Officer Code of Conduct needs to be updated following the various Police Investigations into Cheshire East Officers (including the Chief Executive) in the last few years. **Action:** Clerk to collect any comments before 15th November 2021.

- iii. **Newsletter –** Proposed a newsletter before the end of October.

- iv. **Report from VHPFF Meeting -** NB reported that the VHPFF is financially in a good position at the moment and a good source of income is Gift Aid.

He went on to say that none of the grants which had been applied for to replace the Bowling Hut had materialised. The Charity Commission had been approached and had advised that the Bowling Club represents a small proportion of the Village, and the spend on the hut should be appropriate to the use

The VHPFF has in the past opened up membership to neighbouring Villages, however it is now investigating extending membership to their neighbours.

A third representative on the VHMC from the VHPFF is expected to be decided at the next meeting.

CR agreed to represent the Parish Council at the next VHPFF meeting 18th January 2022 at 7.30pm.

17. Date of Next Meeting – Tuesday 26th October 2021

PUBLIC SESSION – There were no members of the public present

PART TWO

MEMBERS OF THE PRESS AND PUBLIC ARE ASKED TO RETIRE.

In accordance with the Public Bodies (Admission to Meetings) Act 1960, as extended by the Local Government Act of 1972, the press and public are excluded from the meeting for the discussion of the undermentioned items on the grounds that the publication of the matters would be prejudicial to public interest by reason of the confidential nature of the business to be transacted.

18. Bogbean

Resolved: The Parish Council resolved to accept the motions in the confidential report dated 28th September 2021.

19. Staff Matters

- i. **Clerk's Salary Increase** – To approve the increase and backdating the increase to 1st July 2021.

Following the grading review of the Clerk's role for the recruitment of the new Clerk, the Council proposed that the current Clerk should receive a grade and salary increase in line with the new grading for the role.

Resolved: *The Parish Council resolved to upgrade the Clerk to SCP 25 at a rate of £15.37 per hour commensurate with the demands of the job, and that the rate of pay be backdated to 1st July 2021.*

- ii. **Confidential matters in relation to the recruitment of the new Clerk** - To consider the contractual hours, salary grade and salary for the role of Clerk/RFO.

Following a job evaluation by ChALC, the Clerk/RFO role has been re-graded to between SCP 24 to 28, the rates of pay £14.86 to £16.71 per hour. The working hours were proposed at 85 per month.

Resolved: *The Parish Council resolved to advertise the role of Clerk/RFO at between SCP 24 and 28, with the rates of pay between £14.86 and £16.71 per hour and contractual hours of 85 hours per month. The job advertisement was also approved.*

ITEM 09.21.05 – COMMITTEE MATTERS**ii. Staff Working Group 7th Sept**

c. To approve the Job Description, Person Specification, Job Advert etc

JOB DESCRIPTION v2**CLERK TO GOOSTREY PARISH COUNCIL****Overall responsibilities**

The Clerk to the Council will be the Proper Officer of the Council and as such is under a statutory duty to carry out all the functions, and in particular, to serve or issue all the notifications required by law of a local authority's Proper Officer. The Clerk will be totally responsible for ensuring that the instructions of the Council in connection with its functions as a Local Authority are carried out. The Clerk is expected to advise the Council on, and assist in the formation of, overall policies to be followed in respect of the Authority's activities and in particular to produce all the information required for making effective decisions and to implement constructively all decisions. The person appointed will be accountable to the Council for the effective management of all its resources and will report to them as and when required. The Clerk will be the Responsible Financial Officer and responsible for all the financial records of the Council and the careful administration of its finances. The Clerk will oversee the hiring and operation of the village hall (which is a shared facility with Goostrey Primary School). This includes managing one or two part-time direct reports and arranging cover for absences such as holidays

1. To ensure that legal, statutory, and other provisions governing or affecting the running of the council are observed.
2. To monitor and balance the Council's accounts and prepare records for audit purposes and VAT.
3. To ensure that the Council's obligations to adequately insure are properly met.
4. To prepare, in consultation with appropriate members, agendas for meetings of the Council and its committees; to attend such meetings and prepare minutes for approval.
5. To receive correspondence and documents on behalf of the Council and to deal with the correspondence or documents or bring such items to the attention of the Council. To issue correspondence as a result of the instructions of, or the known policy, of the Council.
6. To receive and report on invoices for goods and services to be paid for by the Council and to ensure such accounts are met. To issue invoices on behalf of the Council for goods and services and to ensure payment is received.
7. To study reports and other data on activities of the Council and on matters bearing on those activities. Where appropriate, to discuss such matters with administrators and specialists in particular fields.
8. To draw up both on his/her own initiative and as a result of suggestions by councillors' proposals for consideration by the Council and to advise on practicability and the likely effects of specific courses of action.

9. To supervise any other members of staff in keeping with the policies of the Council and to undertake all necessary activities in connection with the management of the salaries, conditions of employment and work of other staff.
10. To monitor the implemented policies of the Council to ensure they are achieving the desired result and where appropriate suggest modifications.
11. To act as a representative of the Council as required.
12. To issue notices and prepare agendas and minutes for the parish meetings: to attend the assemblies of the parish meetings and to implement the decisions made at the assemblies.
13. To attend all meetings and carry out clerking duties for all meetings of the council's committees.
14. To prepare, in consultation with the Chairman, press releases about the activities of, or decisions of, the council.
15. To attend training courses on the work and role of the Clerk as required by the Council.
16. To attend at the direction and approval of the Council the Conferences of the Association of Local Councils, Society of Local Council Clerks, and other relevant bodies, as a representative of the Council as required.
17. To manage the hire and operation of the Village Hall, lounge, kitchen, and committee room in order to provide a service to Goostrey clubs and societies as well as maximising income to cover costs.

PERSON SPEC - CLERK TO GOOSTREY PARISH COUNCIL

Competency	Essential	Desirable
QUALIFICATIONS	<ul style="list-style-type: none"> • The applicant should hold the Certificate in Local Council Administration (CiLCA) or be willing to obtain the qualification within an agreed timescale • Be educated to A Level Standard • Hold GCSE (Grade C or above) or equivalent in English & Maths 	<ul style="list-style-type: none"> • Appropriate degree or management/ administration qualification
FLEXIBILITY	<ul style="list-style-type: none"> • Willing to work outside normal office hours and be able to attend evening and weekend events and play a part in the civic life of the Parish Council • Be able to respond to changing situations. • Meet new challenges imaginatively. 	
MEETINGS	<ul style="list-style-type: none"> • Experience of agendas, minutes, and servicing committees generally. Understanding of the importance of standing orders, financial regulations, and legal powers. 	<ul style="list-style-type: none"> • General knowledge of legal procedures and law as it applies to Local Government.
EQUAL OPPORTUNITIES	<ul style="list-style-type: none"> • Commitment to equal opportunities 	
OFFICE MANAGEMENT/ PERSONNEL/ PEOPLE SKILLS	<ul style="list-style-type: none"> • Ability to prioritise work, set targets and generally work in an efficient manner • Deal sympathetically with other members of staff, elected members and members of the public • Work effectively as part of a team 	<ul style="list-style-type: none"> • Basic knowledge of employment legislation and ability to advise Council on policy and procedure • Experience of managing people
FACILITY/ AMENITY MANAGEMENT		<ul style="list-style-type: none"> • Experience of managing facilities including bookings, maintenance and contract setting

HEALTH AND SAFETY AND RISK ASSESSMENT		<ul style="list-style-type: none"> • Knowledge of Health & Safety legislation procedures for conducting risk assessments and ability to implement across the Parish Council estate
FINANCE	<ul style="list-style-type: none"> • Set budgets, maintain accurate accounts, resource allocation and prepare and present financial information to council members • High level of numeracy – ability to interpret financial information 	<ul style="list-style-type: none"> • Sound knowledge of Local Government finance and the accounts and audit regulations and ability to advise Council on policy and procedure
IT SKILLS	<ul style="list-style-type: none"> • Excellent working knowledge of Microsoft Office and email. • Use IT to provide effective and efficient administration and finance control. • Ability to update website content. 	<ul style="list-style-type: none"> • Knowledge of computerised accounting systems. • Working knowledge of social media (Facebook/Twitter)
OTHERS	<ul style="list-style-type: none"> • Satisfactory DBS Check 	

Job Advertisement – For SLCC, ChALC or similar organisation (different wording may be required for advertising in a general publication or on social media)

Parish Clerk and Responsible Financial Officer

Goostrey Parish Council is looking for a resourceful and experienced individual to be our new Parish Clerk and Responsible Financial Officer and help us to run and develop the Parish Council activities and services. We are a council supporting a community of 2,000 residents in the village and parish of Goostrey in the heart of the Cheshire countryside. In support of the many clubs and societies, we also have responsibility for bookings and maintenance of the village hall (which is a facility shared with the primary school). We hold the 'Quality' status in the Local Council Award Scheme and are aiming to achieve the 'Quality Gold' status.

As Parish Clerk you will be the Proper Officer and Responsible Financial Officer, assisting the Council in making and implementing decisions, liaising with other bodies such as Cheshire East Borough Council, overseeing the hiring of the village hall, engaging with residents, and managing one or two members of staff. Ideally you will hold CiLCA (Certificate in Local Council Administration) or equivalent or be willing to achieve this qualification. The post involves some evening work, in particular for Parish Council and Committee meetings.

For an application pack please contact the current Clerk Sharon Jones ...email, phone.

Closing date for applications is....Monday 8th November 2021

General Information

Goostrey Parish Council

County: Cheshire

Salary... x/hour (Part time 85 hours per month)

Closing Date

ITEM 09.21.05 – COMMITTEE MATTERSiii. **VHMC 21st September 2021–**

Motion: VH Recharge 2019/20 – To request approval to pay the reconciled recharge to CEC in the amount of £8,871.70 as detailed below.

Cheshire East Council**Recharges**
2019-20**Goostrey County Primary - Recharge to Goostrey Parish Council**

Centre : 1364832

Recharge for using above premises for financial year ended 31 March 2020

ACCOUNT CODE	EXPENDITURE HEADING	2019-20 EXPENDITURE £	RECHARGE %	2019-20 RECHARGE £	COMMENTS
08215	Premises Related Staff OT	0.00	100%	0.00	
Direct Employee Exps		0.00		0.00	
11211	Planned Mtce Landld Bldg	0.00	Note 1	0.00	
11341	Tenant Maintenance	1,107.72	Note 1	166.16	
12111	Fuel Oil	3,300.55	100%	3,300.55	
12212	Electricity	2,666.24	100%	2,666.24	
13811	L.A. Rates	1,939.45	58.50%	1,134.58	
14113	Water / Sewerage Metered	1,149.66	58.50%	672.55	
17111	Cleaning Materials	108.31	15%	16.25	
17311	Waste Collection	938.65	58.50%	549.11	
Premises		11,210.58		8,505.43	
	<u>Supplies & Services</u>				
31331	Fire Fighting Equip	112.75	75%	84.56	
31726	Hygiene Supplies	318.75	75%	239.06	
36412	Telephone Rental	56.85	75%	42.64	
45111	Third Party Payments	0.00	0%	0.00	
Supplies & Services		488.35		366.26	
TOTAL		11,698.93		8,871.70	Total on accounts 2019-20

ITEM 09.21.07 FINANCIAL PAYMENTS**Payment Schedule 09/21 - August & September 2021**

Payment Date	Payee	Money Out	Description	
05/08/2021	1 Staff Salaries	£1,480.88	Staff salaries for July 2021	Paid
05/08/2021	2 HMRC	£182.24	Tax & NI for July 2021	Paid
03/09/2021	3 Staff Salaries	£1,558.57	Staff salaries for August 2021	Paid
03/09/2021	4 HMRC	£113.85	Tax & NI for August 2021	Paid
20/08/2021	5 Northwich Town Council	£705.60	Graveyard Maintenance/Grass cutting for July 2021	Paid
01/10/2021	6 Northwich Town Council	£749.70	Graveyard Maintenance/Grass cutting for August 2021 inc VH Weeding	
09/09/2021	7 CTS Systems Ltd	£20.00	Erect notice board and adjust VH Sign	Paid
09/09/2021	8 CTS Systems Ltd	£120.00	Rams for cupboards in under the Stage	Paid
19/08/2021	9 Plusnet	£40.78	Telephone and Broadband for August 2021	Paid
20/09/2021	10 Plusnet	£43.92	Telephone and Broadband for September 2021	Paid
05/08/2021	11 Caxton FX	£1,100.00	Transfer to Caxton Card	Paid
22/09/2021	12 Caxton FX	£200.00	Transfer to Caxton Card	Paid
16/08/2021	13 Natwest Bank	£22.70	Bankline Charges July 2021	Paid
15/09/2021	14 Natwest Bank	£24.50	Bankline Charges August 2021	Paid
01/10/2021	15 Potts	£131.94	Emergency Lighting Repair	
01/10/2021	16 Netwise	£360.00	Annual Maintenance for Website	
01/10/2021	17 Parish Online	£117.00	Online Mapping tool	
09/09/2021	18 NALC	£120.00	LCAS Quality Examination Fee	Paid
09/09/2021	19 PRS/PPL	£148.04	Music Licence Fee	Paid
08/09/2021	20 First Rescue Training	£322.80	Defibrillator battery and adult pads	Paid
06/09/2021	21 D Crawford	£80.00	Newsletter Distribution	Paid
05/08/2021	22 Signs of Cheshire	£202.98	50% of New Notice Board Costs	Paid
05/08/2021	23 Unicorn Restoration	£336.97	Paint and sealant for Phone Box	Paid
01/10/2021	24 C E Borough Council	£8,871.70	Recharge for 2019-20	
18/10/2021	25 ICO	£35.00	Data Protection Annual Fee	To be paid by direct debit
		£17,089.17	inc VAT	

VAT Refund 2nd Quarter	£842.46
Precept 2nd Half Year	£22,168.50
Village Hall income	£614.47
Total Receipts	£23,625.43

Receipts**Account Balances at 27th September 2021**

Current Account	£53,153.15
Santander Capital Account	£77,372.60
Skipton Capital & General	£40,865.83
Nat Savings General	£30,592.09
TOTAL	£201,983.67

Caxton Card Report August & September 2021

Transaction Date	Description	Amount	Description
	Balance brought forward	£218.87	
	Transfers from Current Account	£1,300.00	Card Top Up
29/07/2021	Amazon	£9.58	Sur Sol fabric sanitizer x 2
30/07/2021	Simply Plast	£43.64	Black Perspex for Phone Box (small panes)
03/08/2021	Kashflow	£28.80	Monthly Licence for Kashflow August 2021
04/08/2021	Tradeprint	£93.60	Newsletter Printing
05/08/2021	Simply Plast	£45.85	Black Perspex for Phone Box (large panes)
14/08/2021	Postoffice Counters	£16.50	2nd Class Stamps
19/08/2021	Ebay	£3.66	Velcro cable ties
19/08/2021	Amazon	£19.92	Mic covers mini x 30, large x100, heavy duty plastic wrap
28/08/2021	ALDI	£30.04	Cakes, milk, Tea and Coffee for Open Day
03/09/2021	Kashflow	£28.80	Monthly Licence for Kashflow September 2021
05/09/2021	Amazon	£46.83	18 x Pocket Folders, 25 Box files, 25x10 part dividers, concertina file
05/09/2021	Toad diaries	£19.96	Custom 18 Month Diary for New Clerk
09/09/2021	Cheshire Mac Repairs	£185.00	New Hard Drive for iMac, diagnostics and OS
17/09/2021	Amazon	£11.70	20 x Scouring pads and 20 x dishcloths
17/09/2021	Numatic International	£9.98	10 x Henry Hoover Bags
18/09/2021	Whiteshaws Northwich	£4.50	combination lock and chain (VH Loft ladder)
20/09/2021	X2 Connect	£649.84	Glazing, Surrounds and gold pain for Phone Box
22/09/2021	Cartridge Save	£34.74	Ink Cartridges for VH Supervisor
24/09/2021	Ashridge Nurseries	£68.74	400 x Remembrance Crocus Bulbs
	Spend	£1,351.68	
	Total Fees	£27.00	
	Total Spend inc Fees	£1,378.68	
	Card Balance at 27th September :	£140.19	

ITEM 09.21.08 – CLERK’S REPORT**Actions from the Last Meeting**

- a Clerk to check when the hedge on Station Road will be cut - **Completed.**
- b Clerk to add FOGS item to the Newsletter encouraging membership. **Completed**
- c Clerk to write to PCC to request increase speed monitoring. **Completed**

Correspondence

- a National Association of Local Councils NALC ONLINE EVENTS
- a SLCC SLCC Daily Digest - 29/07/2021
- b ChALC Headline acts & Cheshire finalists edition!
- c CE Emergency Rest Centres 30/07/2021
- d Ade Chadwick RE: [EXTERNAL] Beat Surgeries ~[OFFICIAL]~
- e Signs of Cheshire Ltd Re: Notice Board
- f CEC RE: Hot meals for someone in Goostrey
- g (TWM) Re: TWM Support Ticket 24 - Remote Connection
- h Came & Company RE: Goostrey Parish Council - Came & Company
- i CEH Comms Cyclic gully emptying - Route 9
- j Resident Children's Play Area - Boothbed Lane - Noise Complaint
- k CEC [OFFICIAL] Goostrey Village Hall - 2020-21 Recharge
- l ChALC Weekly Bulletin
- m Police Crime Commissioner RE: [EXTERNAL] Speeding in Goostrey Village
- n Josh Holden RE: New Local Highways Team Contact
- o CEC[OFFICIAL] Council to launch consultation on community governance - News from CEC
- p S E Jones – Letter of Resignation
- q ChALC News Round Up for 3rd September 2021
- r Resident Holly Bank Farm: Trees and Wooden Wall
- s CEC Highways Safety Team- Main Road crossroads
- t Clare Downing RE: PCSO Meetings
- u (TWM) Support Call Ref : 68
- v Cllr S Lord – Letter of Resignation
- w ELECTORAL INFORMATION [OFFICIAL] RE: Casual Vacancy - Goostrey Parish Council
- x (TWM) RE: Support Call
- y National Association of Local Councils  CHIEF EXECUTIVE'S BULLETIN
- z SLCC SLCC Daily Digest - 19/09/2021
- aa Resident - Role of councillor
- bb Goostrey Brownies Re: Senior citizens Xmas party

ITEM 09.21.09 – HIGHWAYS & SPEEDWATCHi. **Speedwatch Report** – To receive the Speedwatch Report – TR**GOOSTREY PARISH COUNCIL SPEEDWATCH REPORT 26/07/2021 – 13/09/2021**

DATE & TIME	LOCATION	LOW SPEED MPH	TOP SPEED MPH	NUMBER OF VEHICLES LOGGED	TOTAL NUMBER OF VEHICLES PASSING
26/07/2021 08.30- 09.30	MAIN ROAD BOGBEAN	35	38	7	149
30/07/2021 08.30 – 09.30	MAIN ROAD BOGBEAN	35	38	2	163
02/08/2021 08.30 – 09.30	MAIN ROAD SHEARBROOK	35	42	9	147
06/08/2021 08.30 – 09.30	MAIN ROAD SHEARBROOK	35	41	17	141
09/08/2021 08.30 – 09.30	MAIN ROAD SHEARBROOK	35	41	9	131
13/08/2021 08.30 – 09.30	MAIN ROAD SHEARBROOK	35	37	9	171
17/08/2021 08.30 – 09.30	MAIN ROAD SHEARBROOK	35	41	9	149
20/08/2021 08.30 – 09.30	MAIN ROAD SHEARBROOK	35	42	10	136
31/08/2021 08.30 – 09.30	MAIN ROAD SHEARBROOK	35	37	9	138
03/09/2021 08.30 – 09.30	MAIN ROAD SHEARBROOK	35	38	10	142
06/09/2021 08.30 – 09.30	MAIN ROAD SHEARBROOK	35	38	7	253
13/09/2021 08.30 – 09.30	MAIN ROAD SHEARBROOK	35	43	7	219
			TOTAL	105	1939

Report to Parish Council September 2021

Speedwatch Activity Summary GPC Current Year To-date

Speedwatch sessions resumed On 26th July 2021 having been suspended on 4th November 2020 due Covid 19 issues. Twelve sessions have been held. A total of 1939 vehicles have been monitored with 105 vehicles logged at 35mph and above. The maximum speed monitored is 43 mph.

In this report period 5.4% of the vehicles monitored were travelling at 35mph and above. The comparative figures for 2019 and 2018 were 6.6% and 3.1% respectively.

The Main Road Shearbrook SID now provides 24/7 data on the extent of speeding vehicles and more TRUCam sessions are taking place following the PC letter to the Police and Crime Commissioner providing the requested data quantifying the extent of speeding to demonstrate the need for further enforcement action by the Police.

TR 13/09/2021

ii. **SDU at Shearbrook, Main Road - Summary Report July/August 2021 – TR**

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	
July	34,239	29.5	59mph 13.00, 20.00,22.00, 24.00 & 24.00	
August	35.902	22.1	64mph 13.00	

Note for July Data -Total Number of Vehicles for each month may have peaked as new vehicle use norms establish. June and July totals very similar but with approximately 1,000 more vehicles travelling at over 35mph.

Note for August Data – Total number of vehicles still increasing despite school holidays. The percentage reduction between July and August for vehicles travelling at over 35mph amounts to approximately 2000 vehicles.

05/08/2021 updated for August Data 08/09/2021 - TR

ITEM 09.21.13 – TO ACCEPT THE DECISIONS MADE UNDER DELEGATED AUTHORITY TO THE CLERK BETWEEN 6th MAY AND 27th SEPTEMBER 2021

Listed below are the decisions made under delegated authority to the Clerk in the time period given. The majority of the decisions are listed in notes of working group meetings published on the website, where this is the case the name of the document and the link to the document is listed. In all other cases the specific decision and the chain of approval is listed.

Motion: To accept the decisions made under delegated authority to the Clerk between 6th May and 27th September 2021 as listed below.

Working Group Meetings

Parish Council

Meeting on 22nd June 2021 - <https://goostreyparishcouncil.gov.uk/wp-content/uploads/2021/07/GPC-Workng-Group-NOTES-22062021-Draft-v2-with-appendices.pdf>

Meeting on 27th July 2021 - <https://goostreyparishcouncil.gov.uk/wp-content/uploads/2021/09/GPC-Working-Group-27072021-Meeting-Notes-v1.pdf>

Amenities

Meeting on 2nd June 2021 - <https://goostreyparishcouncil.gov.uk/wp-content/uploads/2021/08/Amenities-Working-Group-Discussion-02062021.pdf>

Meeting on 1st September 2021 - <https://goostreyparishcouncil.gov.uk/wp-content/uploads/2021/09/Amenities-Working-Group-01092021-Notes-v2-plus-appendices.pdf>

VHMC

Meeting on 13th July 2021 - <https://goostreyparishcouncil.gov.uk/wp-content/uploads/2021/07/VHMC-NOTES-13072021.pdf>

Finance

Meeting on 6th July 2021 - <https://goostreyparishcouncil.gov.uk/wp-content/uploads/2021/07/Finance-NOTES-06072021-v2-including-appendices.pdf>

Staff

Meeting on 11th May 2021 – page 21

Meeting on 7th September 2021 - <https://goostreyparishcouncil.gov.uk/wp-content/uploads/2021/09/Staff-Working-Group-07092021-Notes-Draft-v2.pdf>

Payment Schedules

June 2021 - <https://goostreyparishcouncil.gov.uk/wp-content/uploads/2021/08/Payment-Schedule-June-2021-new-format.pdf>

July 2021 - <https://goostreyparishcouncil.gov.uk/wp-content/uploads/2021/08/Payment-Schedule-July-2021.pdf>

Payments made after 27th July will be listed on the payment schedule for September and put forward for approval under item 7. Financial Payments on the agenda

Planning Decisions (not considered in a Working Group Meeting)

21/3987C – 34 Primrose Chase, Goostrey - Single storey rear/side extension, first floor side extension, garage flat roof replaced with a tiled pitched roof, front elevation open porch canopy. **Decision:** No Comments.

21/3977N – Gorsefield, Hermitage Lane, Cranage - Removal of Condition 4 of outline approval 8/10768/1 and condition 2 of reserved matters approval 8/12044/2 - agricultural occupancy restriction. **Decision:** Objection.

This application is for a change to a 3-bed bungalow inside Goostrey Parish and the Parish Council objects to the removal of the agricultural worker condition for the following reasons:

1. This area is still predominantly agricultural, and farming provides an important source of employment for people living locally.
2. Removing the agricultural worker condition deprives agricultural workers of housing dedicated for them in the area, potentially at a price lower than the market rate.
3. The condition is already fairly broad: "limited to a person solely or mainly employed or last employed, in the locality in agriculture...or in forestry (including any dependants) ...or widower of such person". Therefore, it is open to a range of different types of agricultural workers of different means and with different size families in the area and does not need further change.
4. Clearly the house has very recently been purchased by someone who meets the criteria and there is no evidence that a similar purchaser would not be forthcoming in the future.
5. The Parish Council does not see any 'benefit' in removing the restriction when compared to the 'loss' to agricultural workers and the 'creep' of general housing into the Open Countryside.
6. Removing the restriction could set a precedent for other similarly restricted properties in the area. It could lead to a loophole situation where an application could be made for an agricultural worker house in the Open Countryside and then a few years later the restriction could be removed.

21/4048C – Holly Bank Farm, Main Road, Goostrey – Demolition of existing dwelling and associated barns and erection of a replacement dwelling. **Decision:** Neither to Object or Support but to submit the following comments.

Thank you for requesting views on the above application. The Parish Council (GPC) submits the following comments which include reference to policies in the adopted Goostrey Neighbourhood Plan (GNP) which have not been mentioned in the application:

1. Holly Bank Farm is listed in the GNP (Section 6.3) as a "Local Heritage Asset" due to the evidence that it is at least 200 years old and therefore connected to the economic and social history of Goostrey which Policy OCEH3 strives to retain.
2. GNP Policy VDLC1 states that schemes must conform with the Goostrey Village Design Statement which is an integral part of the Plan (Section 7 of the GNP). For example, page 147 'Roofing material should predominantly comprise dark grey tile or slate', 'Red/orange bricks are preferred to lighter brown tones which only appear on later phases of housing'. The application seems to be consistent with this, we suggest that, if approved, it is conditioned.
3. GNP Policy HOU5 states that there should be external storage provision for cycles, also waste and recycling bins. However, the application does not include any garages for cars or storage, including storage for household items such as lawn mowers, ladders, and other DIY and garden equipment. GPC is concerned that a later application will inevitably require such garaging/storage which will further increase the footprint.

4. In view of the proposed increase in footprint GPC suggests that, if approved, demolition of the house and barns is conditioned, so that further conversions do not occur.
5. GNP Policy SC2 seeks to protect the efficient operations at Jodrell Bank Observatory (JBO) and therefore GPC recommends that building materials are conditioned which will reduce the impact on the telescopes (unless JBO object, in which case we will support the Observatory). It is also suggested that permitted development is removed for the same reason.
6. GPC queries why the new house requires both a mains sewer and septic tank as indicated on the application form.

21/4238C – 26 Meadow Avenue, Goostrey - Variation of condition 3 on application - 21/0466C Bungalow attic conversion to create first floor. Full length dormer windows built on both sides of existing roof. **Decision:** No Comments

21/4302M – Orchard Farm, Boots Green Lane, Allostock - Extension to dwelling. **Decision:** Neither to support or object but to submit the following comments.

The Parish Council notes that for the previous planning application (20/4870M), the planning officer allowed the development but stated that "there would be an uplift in all aspects of scale and massing in the proposal when compared to the existing property. It therefore is considered that the proposal would be materially larger than the building it seeks to replace". For this new application, the building (which has yet to be constructed) would be further enlarged. We therefore have a concern that the overall enlarged footprint would constitute further 'creep' into the Open Countryside and ask that that the Officer takes this into consideration.

21/4494C – Woodside, 21, Wood Lane, Goostrey - Part One and a Half Storey and Part Single Storey extensions and alterations to existing house to side and rear, Extensions to Garage, and new porch to front of house. **Decision:** No Comments

21/4465C – Woodside, 21, Wood Lane, Goostrey - New replacement timber frame stables. **Decision:** No Comments

21/4769C – 37 Boothbed Lane, Goostrey - Proposed single storey rear extension and interior alterations. **Decision:** No Comments

ITEM 09.21.14 – ITEMS OF BUSINESS NOT COVERED AT THE ANNUAL MEETING OF THE PARISH COUNCIL IN MAY 2021 - as laid out in Standing order 5. k on pages 11 & 12 of Standing Orders (see <https://goostreyparishcouncil.gov.uk/wp-content/uploads/2021/02/GPC-STANDING-ORDERS-23rd-February-2021-v1-1.pdf>)

Items Marked in Grey are not applicable (N/A)

Items in Green were actioned at the Annual Meeting in May 2021

Items in Yellow require resolution – Recommendations for resolution are in the text of each Item.

Resolved: *The Parish Council resolved to accept the recommendations as listed below.*

- K Following the election of the Chairman of the Council and Vice-Chairman of the Council at the annual meeting, the business shall include
- i. In an election year, delivery by the Chairman of the Council and councillors of their acceptance of office forms unless the Council resolves for this to be done at a later date. In a year which is not an election year, delivery by the Chairman of the Council of his acceptance of office form unless the Council resolves for this to be done at a later date;
N/A
 - ii. Confirmation of the accuracy of the minutes of the last meeting of the Council;
 - iii. Receipt of the minutes of the last meeting of a committee;
 - iv. Consideration of the recommendations made by a committee;
 - v. Review of delegation arrangements to committees, sub-committees, staff and other local authorities; **THESE ARE LAID OUT IN STANDING ORDERS AND FINANCIAL ORDERS. RECOMMENDATION: A review of Standing Orders is carried out by the Clerk and presented at the November Meeting of the Parish Council. A review of the Financial Regulations is carried out by the Clerk and Chair of Finance and presented at the November Parish Council Meeting.**
 - vi. Review of the terms of reference (TOR) for committees; **RECOMMENDATION: The Finance Committee and Amenities Committee review their TOR and present to the Council at the November Parish Council Meeting. Chairs of the Planning, VHMC and Staff Committees consider working with the Clerk to create TOR for their committees for presentation to the Council at a future date.**
 - a. Planning Committee – meets as necessary NO TOR: **Action: KM to write a TOR**
 - b. Finance Committee – meets quarterly. TOR due for review March 2021.
 - c. Amenities Committee – meets bi-monthly TOR due to review May 2020
 - d. Village Hall Management Committee (VHMC) – meets quarterly. NO TOR
 - e. Staff Committee – meets as necessary NO TOR

Additional meetings as and when required at the discretion of the Committee Chairman.
- Appointment of members to existing committees;**
- a. Planning Committee
 - b. Finance Committee

c. Amenities Committee

d. Village Hall Management Committee (VHMC)

e. Staff Committee – THIS HAS BEEN COVERED UNDER ITEM 11 CASUAL VACANCY.

vii. Appointment of any new committees in accordance with standing order 4;

RECOMMENDATION: No Action unless a new Committee is required before the Annual Meeting in May 2022.

viii. Review and adoption of appropriate standing orders and financial regulations;

RECOMMENDATION: Adoption of existing Standing Orders and Financial Regulations. Review dates set in item v. above.

Resolved: The Parish Council resolved to adopt the current standing orders and Financial Regulations.

ix. Review of arrangements (including legal agreements) with other local authorities, not-for-profit bodies and businesses. **N/A**

x. Review of representation on or work with external bodies and arrangements for reporting back; (including Liaison Roles).

RECOMMENDATION: Maintain the current allocation of councillors to liaison roles and representation on external bodies unless any councillor wishes to step down:

Police - Cllr Rathbone

SpeedWatch – Cllr Rathbone

Jodrell Bank - Cllr Morris

FOGS – Cllr Roberts

Village Hall - Cllr Beckham

VHPFF – Cllr Beckham

Highways - Cllr Ross

Manchester Airport – Cllr Roberts

Local Organisations e.g., WI, Church etc - Clerk

Cllr Roberts represents the Council on the Rudheath Quarry Liaison Group.

Resolved: The Parish Council resolved to approve the above roles.

xi. In an election year, to make arrangements with a view to the Council becoming eligible to exercise the general power of competence in the future; **N/A**

xii. Review of inventory of land and other assets including buildings and office equipment;

RECOMMENDATION: Defer to Finance, Amenities(scheduled) and VHM Committees.

xiii. Confirmation of arrangements for insurance cover in respect of all insurable risks;

RECOMMENDATION: The insurance cover has been reviewed by Finance and additional checks made on behalf of the Village Hall. The insurance is providing sufficient cover for the Council's needs. Further investigation may be required for VH to be undertaken by VHMC. Update to items insured made on a purchase-by-purchase basis. NO ACTION REQUIRED.

- xiv. Review of the Council's and/or staff subscriptions to other bodies; **RECOMMENDATION: To accept the existing list of subscriptions as listed below:**
- SLCC – March 2022**
 - ChALC- March 2022**
 - Parish Online Mapping – October 2021**
 - CIVIC VOICE - 2022**
 - PRS/PPL for MUSIC – April 2022**
 - Cheshire Community Action – April 2022**
 - Cheshire Community Action Community Buildings (ACRE) – April 2022**
 - Cheshire Voluntary Services – April 2022**
 - Information Commissioners Office – October 2021**
- xv. Review of the Council's complaints procedure; **Reviewed Sept 2020 due for review March 2022. RECOMMENDATION: Review March 2022.**
- xvi. Review of the Council's policies, procedures and practices in respect of its obligations under freedom of information and data protection legislation (*see also standing orders 11, 20 and 21*); **Reviewed Sept 2020 due for review October 2022. RECOMMENDATION: Review October 2022.**
- xvii. Review of the Council's policy for dealing with the press/media; **RECOMMENDATION: Clerk to update to Community Engagement Policy to include Communications (as Knutsford Town Council has done recently). For presentation to the Council at the October 2021 Parish Council Meeting.**
- xviii. Review of the Council's employment policies and procedures; **Staff Performance Review due for review January 2021, Disciplinary & Grievance reviewed July 2020 due for review June 2022. RECOMMENDATION: Defer to Staff Committee to review the Staff Performance Review policy for presentation at the December Parish Council Meeting.**
- xix. Review of the Council's expenditure incurred under s.137 of the Local Government Act 1972 or the general power of competence. **(The only s 137 expenditure for GPC is the Donations Budget, clerk will present spend to date and budget) RECOMMENDATION: Delegate to Finance Committee as part of actuals vs budget review reported to the Parish Council at the October 2021 meeting.**
- xx. Determining the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council. **RECOMMENDATION: Determination of location as Village Hall Lounge at 7.30pm on 4th Tuesday of the Month except for August when there is no meeting and December when the meeting will be brought forward to 2nd Tuesday in the Month.**

ITEM 09.21.15 – CONSULTATIONS

To consider the Councils response to the following consultations

i. **CEC Consultation on Community Governance ends 28th November 2021**

Council to launch consultation on community governance

Cheshire East is to hold a 12-week consultation on proposals for the governance arrangements for town and parish councils in the borough.

This is part of a borough-wide review, as Cheshire East is responsible for the governance and electoral arrangements for the borough's 186 town and parish council wards in 135 town and parish councils.

The purpose of the review, which follows Ministry of Housing, Communities and Local Government and Local Government Boundary Commission for England guidance, is to ensure that community governance arrangements 'continue to reflect local identities and facilitate effective and convenient local government'.

As communities change over time, government guidance advises a review of town and parish governance every 10-15 years, to ensure the arrangements are fit for purpose. The last was done before Cheshire East Council was created in 2009.

The review looks at a range of issues, including town and parish boundaries, numbers of town and parish councillors, grouping of parishes and warding.

The [Community Governance Review draft recommendations report](#) makes a series of proposals, beginning with parishes where no changes are being proposed, to other relatively minor proposals, and, finally, to more significant area or boundary changes – largely adjoining the borough's urban parishes – which have a knock-on effect for surrounding parishes. Maps showing proposed changes can be found via [this link](#).

This consultation stage provides people and stakeholder bodies with an opportunity to make the case for alternative proposals to those now recommended.

Nothing is yet decided as a community governance review is a complex task. Any changes to be made would follow reflection on the responses to this latest public consultation – including with town and parish councils – and a decision by full council.

Councillor Sam Corcoran, chair of Cheshire East constitution committee, and leader of the council, said: "Reviewing the community governance arrangements for all our town and parish councils is normal good practice and Cheshire East has continued this vital work despite the tremendous disruption caused by the Covid pandemic. It is to our council officers' great credit that this work has progressed in good time.

"The present governance arrangements predate the formation of Cheshire East and there has since been considerable change to the population, its distribution and to the borough's settlements.

"This review and the proposals in the consultation offers the opportunity to ensure that town and parish arrangements meet local needs and are fit for purpose for the future.

"There certainly won't be change for change's sake and any changes will only be adopted after they have been extensively consulted upon to take account of the views of residents, town and parish councils and other stakeholders.

“That is why I would urge people to share their views with the council via the online consultation on our website from 6 September.”

A multi-disciplinary team of officers has been working on the review since 2019 and members of all the council’s political groups will be involved in making decisions upon future governance arrangements of the town and parish councils.

Cheshire East undertook an initial pre-consultation survey between October 2019 and February 2020 on the scope of the review and topics and proposals that should be included. In June, [a meeting of full council](#) approved the decision to take proposals to consultation.

The public consultation **starts** on **6 September** and can be accessed via:
<https://surveys.cheshireeast.gov.uk/s/CGReview2/>

The consultation **ends** at **midnight** on **28 November 2021**. Paper copies of the consultation can also be obtained from local libraries. The aim is to complete the process well before the scheduled local elections in May 2023.

This review of community governance does not include the electoral arrangements for borough council or parliamentary seats. These would be the responsibility of Whitehall (the Local Government Boundary Commission and the Boundary Commission for England, respectively) and are not currently proposed.

ENDS

Photo captions:

General views across Cheshire East

Notes to Editors:

Maps showing proposed changes can be found via the following link and looking under additional documents ‘DraftRecs_maps’:

<http://moderngov.cheshireeast.gov.uk/ecminutes/ieListDocuments.aspx?CId=487&MID=8618#A155262>

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- ii. **NALC Policy Consultation Briefing: Local Nature Recovery Strategies** – To consider sending the response provided by TR below

Introduction

Local Nature Recovery Strategies are a new, England-wide system of spatial strategies that will establish priorities and map proposals for specific actions to drive nature's recovery and provide wider environmental benefits. The requirement for there to be Local Nature Recovery Strategies, what they are and how they should generally work will be established by the Environment Bill once it completes its current passage through Parliament. The area covered by each Local Nature Recovery Strategy will be set by the Defra Secretary of State, who will also appoint a "responsible authority" for each to lead its preparation. The Defra Secretary of State will also be able to produce regulations on the process for preparing, publishing, reviewing and republication of a Local Nature Recovery Strategy and guidance on what each Strategy should contain. Put simply, the regulations will set the requirements that all "responsible authorities" must follow when preparing and updating their Strategy and the guidance will describe in greater detail what they should be seeking to produce

The main consultation questions NALC will be responding to in this consultation are as below and NALC seeks the views of county associations and member councils in response to these questions to help inform its own submission to DEFRA. The proposed GPC responses are included in Italic text below and are required to be submitted by 15th October 2021.

Consultation Questions

5. Which of the groups listed below do you consider essential for the preparation of a Local Nature Recovery Strategies?
- Local authority(s) other than the "responsible authority", where the Strategy covers more than one Local Authority area. *Essential that all Local Authorities are included.*
 - Local authorities adjacent to the Strategy areas. *Consultation with adjacent Local Authorities should be to check for avoidance of conflicting strategies only and not be as a matter of routine consultation to avoid this process becoming unwieldy.*
 - Local Nature Partnership(s), where active and geographically aligned. *Should be included in the consultation*
 - Natural England. *Essential Consultee.*
 - The Environment Agency. *Essential Consultee*
 - The Forestry Commission *Essential Consultee*
 - Other public bodies e.g., Highways England. *Only where they may have something to add.*
 - Environmental non-governmental organisations active in the Strategy area. *Desirable Consultee.*
 - National Park Authority(s), where present in the Strategy area and if not the "responsible authority". *Essential Consultee.*
 - Area of Outstanding National Beauty organisation(s), where present in the Strategy area. *Essential Consultee.*
 - Local Records Centre(s), where separate from any of the other groups listed. *Desirable Consultee*
 - Local farming, forestry, and landowning groups. *Essential Consultee.*
 - Local Enterprise Partnerships. *Essential Consultee.*
 - Utilities providers, such as water companies. *Essential Consultee. Especially where significant landowners e.g. water gathering grounds.*
 - Other local business representative bodies *Desirable Consultee'*
 - Individual landowners and land managers (including farmers, both landowners and tenants). *Essential Consultee but needs to be limited to those with a significant holding say more than 1ha.*
 - Individual businesses. *No – consultation through their representative bodies.*
 - Members of the public. *No – consultation through their representative bodies e.g. Councils.*
 - Don't Know.
6. Are there any organisations not listed above whose involvement you consider essential? [Yes/No/Don't Know] If yes, which ones and why? *We would recommend including any local wildlife organisations, eg*

Cheshire Bat Group, Cheshire Mammal Group, Cheshire Moth Group, Knutsford Ornithological Society, Cheshire Wildlife Trust, Canal and River Trust, Wild Trout Trust etc.

9. Are you aware of specific locally-held information that would make an important contribution to the preparation of Local Nature Recovery Strategies that you do not believe would be made available without a requirement to do so? [Yes/No/Don't Know] If yes, what information should be included? *Locally held Archives of pre-existing conditions (photographs and maps).*
10. How do you think neighbouring Local Nature Recovery Strategy responsible authorities should be required to work together?
 - Required to inform neighbouring responsible authorities of their progress in preparing their Strategy. *Important that this is done.*
 - Required to give information to neighbouring responsible authorities that would help them prepare their Strategy. *Difficult as this suggests that cost sharing of information gathering may be necessary*
 - Required to collaborate when setting objectives for areas close to boundaries. *Important that this is done.*
 - Left to local discretion. *Probably satisfactory in most circumstances but possible personality conflict issues.*
 - Other [If other, please specify]
 - Don't know
11. Should draft Local Nature Recovery Strategies be subject to a local public consultation prior to publication? [Yes/No/Don't Know] *Yes.*
12. Should individual landowners or managers be able to decide that land they own or manage should not be identified by a Local Nature Recovery Strategy as an area that could become of particular importance for biodiversity? [Yes/No/Don't Know]. *Yes, inclusion should be by agreement. Landowners should be encouraged to participate. Need to consider how to achieve minimal/no detriment to landowners. Possible compensation payments?*
14. How prescriptive do you think regulations made under clause 101 should be in setting out how the responsible authority should work with local partners?
 - Setting broad principles only. *Best option as it allows flexibility to suit local circumstances.*
 - Setting broad principles and specific requirements on who to engage or how
 - A standardised process of who to engage and how
 - Don't know

TR 09/09/21

Updated by SEJ 13/10/21