

# Willaston Parish Council

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Website: [www.willastonparishcouncil.org.uk](http://www.willastonparishcouncil.org.uk)  
Telephone: 07579 791981



22<sup>nd</sup> November 2021

To: **Members of Willaston Parish Council**

Dear Councillor

You are summoned to attend a meeting of Willaston Parish Council which will be held on **Tuesday 30<sup>th</sup> November 2021 at 7.15pm** to be held at **St Luke's Church, Coppice Road, Willaston CW5 6QA**

In the interests of maintaining COVID-19 safety, please adhere to the current public health guidance and to those of the facility which are appropriate to enable public access

If you have any COVID-19 symptoms and/or a cough/cold, the Parish Council politely requests that you do not attend the meeting in the interest of public safety

Yours sincerely

*H Marr*

Hannah Marr  
Parish Clerk and Responsible Financial Officer

## Agenda

**Prior to the commencement of Council business, the Chairman will invite Councillors to observe a one-minute silence in memory of Reverend Ken Sambrook who for many years led civic ceremonies of the Council**

- 1 To receive apologies for absence
- 2 To receive declarations of Members' interests
- 3 To approve the minutes of the meeting held on Tuesday 26<sup>th</sup> October 2021  
*(attached)*
- 4 Public participation

A period not exceeding 15 minutes for members of the public to ask questions or submit statements

To ensure that COVID-19 compliance and safety, attendance numbers at meetings may be limited. However, you are able to submit any statements and questions in advance to be read at the meeting

Please submit your questions and comments to the Clerk in advance by email to [clerk@willastonparishcouncil.org.uk](mailto:clerk@willastonparishcouncil.org.uk) before 9am on the date of the meeting

- 5 To receive a report regarding policing matters in the parish
- 6 To receive a report from Cheshire East Councillors covering Willaston Parish
- 7 To receive a report from the Chairman of Willaston Parish Council

- 8 To consider the approval of payments  
*(to follow)*
- 9 To consider matters related to Planning Applications which include:-
  - Application Number: 21/5821N  
Proposal: Proposed first floor extension on rear of detached house  
Address: 184 Crewe Road, Willaston CW5 6NF  
Consultation Deadline: 8<sup>th</sup> December 2021
  - Application Number: 21/5715N  
Proposal: Front elevation porch/utility room and rear single storey extension  
Address: 1 Cheerbrook Mews, Newcastle Road, Willaston CW5 7EL  
Consultation Deadline: 2<sup>nd</sup> December 2021
  - Application Number: 21/5722N  
Proposal: High Speed Rail (West Midlands-Crewe) Act 2021, pursuant to Schedule 17 Part 1, Paragraph 6 Conditions relating to Road Transport, of the Phase 2a Act  
Location: HS2 Phase 2a lorry routes relating to Community Area 5 for authorised sites.  
National Grid Reference: 370696 352714  
Consultation Deadline: 13<sup>th</sup> December 2021
- 10 To receive an update regarding the Civic Service
- 11 To consider matters related to Christmas activities and the purchasing of handheld candles
- 12 To receive an update from the Platinum Jubilee Committee
- 13 To consider matters related to joining the Local Government Pension Fund  
*(report attached)*
- 14 To consider matters related to setting the Parish Council's budget for the financial year 2022 / 2023
- 15 It is recommended that Council considers a resolution under Section 1 of the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and representatives of the press from the meeting during the discussion of the next item on the grounds that matters contain sensitive information and by reason of the confidential nature of the business being transacted
- 16 Confidential Item:-  
Wayleave Agreement relating to the allotment site
- 17 To note the date of the next meeting

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## Minutes of the meeting held on Tuesday 26<sup>th</sup> October 2021

### WPC/6/01 Attendance:-

Councillors Emma Angier, Craig Bailey (Chairman), Shirley Brazier, Anna Cutts, Nigel Lane, Frank Morton, Wayne Salisbury, Colin Todd, Keith Ward and Julie Webb.

### WPC/6/02 To receive apologies for absence

Apologies were received from Councillor Nigel Keegan.

### WPC/6/03 Public participation

A resident made concerns regarding refuse collection in the Parish specifically in the Orchard Street area.

A resident made concerns regarding dog walking and fouling on the Lottie Spencer Playing Field.

A resident raised concerns regarding bus services through the village.

A resident enquired with regards to the completion of the building works on the Moorfields site.

The Parish Council received the comments and will investigate the issues further.

### WPC/6/04 To receive declarations of Members' interests

Councillors Craig Bailey and Wayne Salisbury declared an interest in Item 8 relating to payments.

### WPC/6/05 To confirm the minutes of the meeting held on Tuesday 28<sup>th</sup> September 2021

It was *resolved* that the minutes of the meeting held on 28<sup>th</sup> September 2021 be approved as a correct record and signed by the Chairman.

### WPC/6/06 To receive a report regarding policing matters in the Parish

Councillor Colin Todd provided a verbal update on policing matters following on from the recent cluster meeting

**WPC/6/07 To receive a report from Cheshire East Councillors covering Willaston Parish**

No report was received.

Councillor Keith Ward noted that the Council received no prior notification of the works being undertaken on Gladstone Street and Moorfields and wanted to ascertain if the Willaston and Rope Borough Councillor was made aware.

**WPC/6/08 To receive a report from the Chairman of Willaston Parish Council**

Councillor Craig Bailey updated Members on:-

- Virtually attending the ChALC AGM on 20<sup>th</sup> October 2021
- The centenary of the death of Sarah Jane Wood was marked on 15<sup>th</sup> October 2021 in recognition of the significant legacy she left towards the Almshouses and Crewe Memorial Hospital and the Sarah Jane Wood Charity (of which four members are Trustees).
- Attending the Nantwich Town Mayor's Civic Service at St Mary's Church on 24<sup>th</sup> October 2021
- A two minutes silence will be observed at the War Memorial on 11<sup>th</sup> November 2021 at 11am to mark Armistice
- A wreath will also be laid on behalf of Council and Parish Residents at the Act of Remembrance in Nantwich on 14<sup>th</sup> November 2021

**WPC/6/09 To consider the approval of payments**

It was *resolved* that the accounts totalling Net: £1,940.35 Gross: £2,092.35 as detailed in the attached schedule be approved for payment.

**WPC/6/10 To receive confirmation of the bank reconciliation verification**

Councillor Wayne Salisbury reported that he had checked and verified the bank reconciliation as of 30<sup>th</sup> September 2021.

**WPC/6/11 To consider matters related to Planning Applications which include:-**

- Application Number: 21/4631N  
Proposal: Demolish existing garage and form back into garden space  
Address: 340 Crewe Road, Wistaston CW5 6NN
- Application Number: 21/5076N  
Proposal: Demolition of existing first floor rear extension and conservatory. Construction of 2 storey extension comprising of 2 bedrooms at first floor level and family room at ground floor level. Also conversion of two existing bedrooms into ensuite and family bathrooms and installation of ground floor wc and utility room. Extension of rear garage into home office  
Address: 3 Colleys Lane, Willaston CW5 6NS
- Application Number: 21/5152N  
Proposal: Demolition of rear extension and construction of new two storey side extension and single storey rear extension  
Address: 47 Moorfields, Willaston CW5 6QY

- Application Number: 21/5135N  
Proposal: Single storey kitchen/dining room extension  
Address: The Headmasters House, 235 Crewe Road, Willaston CW5 6NE

No comments were made on the above planning applications.

**WPC/6/12 To receive an update regarding Remembrance Sunday 2021**

Councillor Craig Bailey gave a verbal update to members.

Arrangements are in place for the Act of Remembrance. The road closure will be in place from 12.15pm on Colleys Lane.

Public and guests have been asked to assemble from 1.15pm for a Service led by Reverend Paul North and Reverend Sarah Butcher.

The following have confirmed their attendance:-

- The Mayor of Cheshire East
- Nantwich Town Mayor
- Chairman of the Nantwich and District Branch of the Royal British Legion along with the Branch Standard
- President of Willaston Women's Institute
- Willaston Scouts
- Willaston Social Club
- Willaston Pre-School
- Willaston Primary Academy
- Richmond Village Willaston
- Crewe Sea Cadets

**WPC/6/13 To receive an update regarding Willaston in Bloom**

Councillor Craig Bailey gave a verbal update to members. An incident occurred on 16<sup>th</sup> October on Park Road where a planter was badly damaged. The local Police are investigating and will be providing further information to Council in due course. Summer bedding has now been removed from planters and the flower beds at the War Memorial have been cleared and replaced in preparation for Remembrance Sunday.

Preparations are now being made to install the winter planting displays.

**WPC/6/14 To receive an update regarding the Civic Service**

Councillor Craig Bailey gave a verbal update to members.

Discussions are taking place with regards to the Civic Service and a date will be confirmed at a future meeting of Council.

**WPC/6/15 To receive an update regarding the Parish Newsletter**

Councillor Anna Cutts gave a verbal update to members.

Newsletters have now been distributed to residents throughout the Parish.

**WPC/6/16 To consider matters related to Christmas activities**

Christmas lights would be installed at the end of November and that the Carol Service would be held on Thursday 16<sup>th</sup> December 2021.

Councillor Wayne Salisbury is having discussions regarding the Carol Service which will be fed back to the next meeting.

**WPC/6/17 To consider matters related to the Cheshire East Council Community Governance Review**

It was *resolved* to submit comments to Cheshire East Council regarding the Community Governance Review

The response will include:-

- The boundary between Willaston North Ward and Wistaston Parish is confusing and does not make any real sense therefore we request that this be amended

The Clerk will submit the information to Cheshire East Council.

**WPC/6/18 To consider matters related to the establishment of a Staffing Committee and its Terms of Reference**

It was *resolved* to establish the Staffing Committee and that the Terms of Reference be adopted. Councillors Craig Bailey, Anna Cutts and Colin Todd were appointed to the Committee.

**WPC/6/19 To consider the adoption of a Policy and Protocol related to the death of senior national public figures**

It was *resolved* to adopt the Policy and Protocol.

**WPC/6/20 To consider a resolution that payments can be made by BACS, CHAPS, Standing Orders and Direct Debits for the next two years in accordance with Financial Regulations**

It was *resolved* that payments can be made by BACS, CHAPS, Standing Orders and Direct Debits for the next two years in accordance with Financial Regulations.

**WPC/6/21** To consider a resolution that the Council meets the conditions of eligibility as defined in the Localism Act 2011 and the SI 965 The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 to adopt the General Power of Competence

It was *resolved* to adopt the General Power of Competence.

**WPC/6/22** To consider matters related to setting the Parish Councils budget for the financial year 2022 / 2023

Members were requested to submit their suggestions for projects and activities to support the budget setting process for the financial year 2022 / 2023.

**WPC/6/23** To note the date of the next meeting as Tuesday 30<sup>th</sup> November 2021

Members noted the date of the next meeting.

**The meeting closed at 9.13pm**

**Chairman:..... Date:.....**

**Willaston Parish Council Meeting  
30<sup>th</sup> November 2021**

**Matters related to the Cheshire Pension Scheme**

Under the LGPS (Local Government Pensions Scheme) Regulations employees of a “Designating Body” such as a Parish or Town Council can only join the LGPS if their employer nominates that member of staff as eligible for membership of the Scheme.

Participating in the LGPS as an Employer requires a Parish or Town Council committing itself to future expenditure and because of that, the matter of joining must be considered at a meeting of the Council in accordance with Para 39 (1) Sch. 12 of the Local Government Act 1972 which states:-

*“Subject to the provisions of any enactment (including any enactment in this Act) all questions coming or arising before a local authority shall be decided by a majority of the members of the authority present and voting thereon at a meeting of the authority.”*

Parish and Town Councils must therefore reach a majority agreement at a meeting of the Council and elect to become an Employer in the Cheshire Pension Fund. Also, the Council must indicate the name, class of employees or roles of employees who they nominate as permitted to join.

The Cheshire Pension Fund will require a copy of the minute of the meeting confirming the decision to permit nominated eligible employees to join the Scheme together with individual “Notification of Appointment Forms” for each new joining employee.

**Consideration Sought**

Members are asked to consider making a resolution to nominate that the Clerk, as an employee, is eligible to join the Cheshire Pension Fund who facilitates the LGPS for the local area

Once the resolution has been taken, Cheshire Pension Fund will be notified, and further information will be reported back to Council at a future meeting