



1st March 2010

To: The Mayor and Members of Nantwich Town Council

You are hereby summoned to attend the Meeting of Nantwich Town Council to be held in the Council Chamber at Brookfield Hall, Shrewbridge Road, Nantwich, on **Monday 8th March 2010, at 7.00pm** for the transaction of the business set out in the Agenda below.

W R Graham

W R Graham
Town Clerk

AGENDA

1. PUBLIC FORUM

This is an opportunity for question and comment by members of the public.

2. APOLOGIES FOR ABSENCE

To receive any apologies for absence.

3. CONFIRMATION OF MINUTES OF COUNCIL MEETING OF 8TH FEBRUARY 2010

The Council is asked to **RESOLVE** that the Minutes of the Council Meeting held on 8th February 2010 (which incorporate the Minutes of the Town Watch Committee of 20th January 2010 and the Finance Committee of 21st January 2010) be confirmed as a correct record and signed by the Mayor.

4. MAYOR'S REMARKS

5. DECLARATION OF INTERESTS

6. ACCOUNTS – FEBRUARY 2010

The Council is asked to note the Comparison with Budget sheet presented and to **RESOLVE** that payments for February 2010 be approved.

7. CLERK'S REPORT, CORRESPONDENCE & MATTERS OF URGENCY

Clerk to report on correspondence and matters of urgency as listed in Appendix A.

8. WORK TO BROOKFIELD HALL

The report of the Clerk refers.

9. RECENT ISSUES / MEETINGS

Green Space meeting Councillor Arthur Moran to report.	23/2/2010
Meeting re Town Square – pedestrianisation Councillors who attended to report.	24/2/2010
Community Strategy Event Councillors who attended to report.	25/2/2010
LAP meeting Councillors who attended to report.	2/3/2010
Devolution – Toilets/market Councillors who attended to report.	2/3/2010

10. MINUTES OF POLICY AND RESOURCES MEETING 22/2/2010

The Council is asked to **RESOLVE** that the Recommendations of the Policy and Resources Committee of 22nd February be accepted and approved and the Resolutions noted. Members are asked to note in particular the three pages relating to Minute 7 (Nantwich First Capital Expenditure Proposals) which they may wish to discuss further.

11. PLANNING CONTROL

Applications for planning observations are listed in Appendix B.

12. DEPUTY MAYOR'S CHAIN

Report to follow.

13. REPORTS OF REPRESENTATIVES

Members representing the Council on outside bodies or organisations are asked to report on matters of interest.

- END -

**SCHEDULE OF PAYMENTS AND RECEIPTS - Royal Bank of Scotland Account
 February 2010**

Date	Budget Code	Chq No	Details of payment	Reason for payment	£ Amount Less VAT	£ VAT	£ Total Amount
01/02/2010	1b	DD	Standard Life Assurance Company	Clerical Assistants Personal Pension cont for Feb 2010	105.96		105.96
15/02/2010	22	3890	Cleaning Force Office Cleaners Ltd	Cleaning of Brookfield Hall for January 2010	182.07	31.86	213.93
15/02/2010	1a	3891	Mr W R Graham	Clerks Salary February 2010	1,921.84		1,921.84
15/02/2010	1b	3892	Mrs J Geldart	Clerical Assts Salary February 2010	877.29		877.29
15/02/2010	1c	3893	Cheshire Pension Fund	Payments to CCC superannuation fund (Clerks Pension)	693.85		693.85
15/02/2010	1a & 1b	3894	HM Revenue & Customs	National Insurance & Tax for February 2010	1,211.58		1,211.58
15/02/2010	54	3895	Mr P Barrett	Maintenance of Railway Station car park.	20.00		20.00
15/02/2020	18	3896	United Utilities	Water and wastewater charges 31/10 - 25/1/10	190.88		190.88
15/02/2010	19	3897	Mr W Baker	Ground maintenance Brookfield Hall 13/12/09 - 6/2/10	240.00		240.00
15/02/2010	10	3898	Society of Local Council Clerks	Practitioners Conference 25/1/10 (W R Graham)	85.00	14.88	99.88
15/02/2010	7	3899	Weaver Business Machines Ltd	Photocopier usage December 2009 / January 2010	26.15	4.22	30.37
15/02/2010	53	3900	Concorde Trophies	Plaque for trees at the Blankney.	70.00	12.25	82.25
15/02/2010	7	3901	Zero Signs & Digital	Town Council Honours Board and new crest logo in pdf format	217.00	37.98	254.98
15/02/2010	7	3902	Office Services	Stationery for January 2010	172.86	30.25	203.11
15/02/2010	58	3903	Expedite Solutions	Contribution for Nantwich Winter Wonderland 2009	5,000.00		5,000.00
21/02/2010	49	3904	Storage Boost (Crewe) Ltd	Storage of Christmas lights 21/1/10 - 6/10/10.	1,072.00	160.80	1,232.80
28/02/2010	7	DD	British Telecommunications plc	Line rental 1/2 - 3/4/10 and call charges.	192.67	32.52	225.19
28/02/2010	16	DD	Sita UK Ltd	Collection of trade waste bin for February 2010	12.39	2.17	14.56
28/02/2010	7	3905	Petty Cash	To balance Imprest to £150.00	17.53	2.08	19.61
					12309.07	329.01	12638.08

Date	Income Code	Details of Receipt	Reasons for Receipt	£ Amount Less VAT	£ VAT	£ Total Amount
08/02/2010	R8	Chq Christadelphian Church/Weight Watch	Hire of Brookfield Hall 6/3/10 and January 10.	160.00		160.00
16/02/2010	R8	Chq Family Fun Day	Hire of Brookfield Hall for 3 months.	45.00		45.00
22/02/2010	R8	Chq Slimming World	Hire of Brookfield Hall for February 2010.	280.00		280.00
Net Movement of Funds				485.00	0.00	485.00

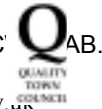
-£12,153.08

Signed

Date



MONTHLY COMPARISON WITH BUDGET STATEMENT 2009/2010																
	BUDGET 2009/10	APPROVED VIREMENT	Actual April	Actual May	Actual June	Actual July	Actual August	Actual September	Actual October	Actual November	Actual December	Actual January	Actual February	Actual March	Total Actual for Year	Budget Balance 2008/09
	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£
Payments																
Administration - Salaries & Employers costs.																
1a	60,700.00															
1a			3,170.12	3,064.30	3,064.30	3,064.30	3,064.30	3,064.30	3,064.30	3,313.04	3,095.39	3,095.39	3,095.39		34,155.13	
1b			1,230.76	1,212.11	1,202.34	1,202.34	1,202.34	1,202.34	1,202.34	1,295.32	1,213.96	1,220.14	1,217.05		13,401.04	
1c			509.93	493.15	493.15	493.15	493.15	493.15	493.15	532.59	498.08	498.08	498.08		5,495.66	
4									1,310.00						1,310.00	
Total Payments - Salaries	60,700.00	0.00	4,910.81	4,769.56	4,759.79	4,759.79	4,759.79	4,759.79	6,069.79	5,140.95	4,807.43	4,813.61	4,810.52	0.00	54,361.83	6,338.17
Administration - General																
5a	1,050.00						875.00								875.00	175.00
5b	1,050.00		500.00					500.00							1,000.00	50.00
6	1,100.00			1,100.00											1,100.00	0.00
7	5,000.00		113.52	392.10	1,105.05	281.13	158.83	546.97	782.56	377.78	206.56	100.68	626.21		4,691.39	308.61
8	4,600.00			3,178.00											3,178.00	1,422.00
9	0.00														0.00	0.00
10	515.00				30.00	15.00					30.00		85.00		160.00	355.00
11	500.00										30.00				30.00	470.00
12	4,000.00		337.50		877.50			890.00			337.50	540.00	337.50		3,320.00	680.00
13	200.00		44.00												44.00	156.00
14	4,000.00				229.00										229.00	3,771.00
Total Payments - Administration	22,015.00	0.00	995.02	4,670.10	2,241.55	296.13	1,033.83	1,936.97	782.56	715.28	806.56	438.18	711.21	0.00	14,627.39	7,387.61
Brookfield Hall																
15	2,300.00			1,032.25			283.12				539.11				1,854.48	445.52
16	170.00			12.39	12.39	12.39	12.39	12.39	12.39	12.39	12.39	12.39	12.39		123.90	46.10
17	2,060.00		214.25	216.00	216.00	216.00	216.00	216.00	216.00	216.00	216.00	216.00		2,158.25	-98.25	
18	800.00			224.38			195.02		243.26						853.54	-53.54
19	3,100.00		120.00	1,525.00	210.00	375.00	120.00	202.00	120.00	651.82	120.00		240.00		3,683.82	-583.82
20	0.00														0.00	0.00
21	50.00					50.00									50.00	0.00
22	2,150.00		182.07	182.07	182.07	182.07	182.07	182.07	182.07	182.07	182.07	182.07	182.07		2,002.77	147.23
Total Payments - Brookfield Hall	10,630.00	0.00	516.32	3,192.09	620.46	835.46	1,008.60	612.46	773.72	1,062.28	1,069.57	410.46	625.34	0.00	10,726.76	-96.76
Subscriptions																
23	0.00														0.00	0.00
24	0.00														0.00	0.00
25	0.00														0.00	0.00
26	0.00														0.00	0.00
27	30.00				15.00										15.00	15.00
28	0.00														0.00	0.00
29	0.00														0.00	0.00
30	25.00														0.00	25.00
31	1,070.00		1,188.72												1,188.72	-118.72
32	0.00														0.00	0.00
Total Payments - Subscriptions	1,125.00	0.00	1,188.72	0.00	15.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,203.72	-78.72
Grants																
33	0.00														0.00	0.00
34	1,000.00			1,000.00											1,000.00	0.00
35	10,000.00			10,000.00											10,000.00	0.00
36	14,000.00			14,000.00											14,000.00	0.00
37	3,000.00			500.00						1,000.00	136.55				1,636.55	1,363.45
38	5,400.00			5,400.00											5,400.00	0.00
39	3,600.00			3,600.00											3,600.00	0.00
40	0.00														0.00	0.00
41	0.00														0.00	0.00
42	1,700.00			1,346.65											1,346.65	353.35
43	4,000.00		1,100.00		250.00										1,350.00	2,650.00
44	0.00														0.00	0.00
44a	3500			3,500.00												
Total Payments - Grants	46,200.00	0.00	1,100.00	39,346.65	250.00	0.00	0.00	0.00	0.00	1,000.00	136.55	0.00	0.00	0.00	38,333.20	4,366.80



Miscellaneous																	
45	Award Schemes - Citizen of the Year and Environmental Awards	500.00												0.00	500.00		
46	Allotments (including insurance of brick building)	2,000.00					567.00			100.00				667.00	1,333.00		
47	Millennium Clock - Maintenance and Insurance	2,000.00	12.00								480.00			492.00	1,508.00		
48	Entertainments	4,000.00	1,340.19	1,109.69	1,169.71		107.54	106.00	59.15		23.97	61.79		3,978.04	21.96		
49	Christmas Decorations	5,000.00	2,000.00							69.14	1,688.25		1,072.00	2,829.39	170.61		
50	Street Furniture	2,000.00	1,000.00											0.00	1,000.00		
51	Capital payments to RBS Direct Reserve a/c re Players Theatre loan	0.00								2,283.16				2,283.16	2,283.16		
52	Miscellaneous Payments	0.00												0.00	0.00		
53	Environmental General	30,000.00	18,000.00									70.00		70.00	11,930.00		
54	Lengthsman	14,000.00		20.00	25.00	120.00	400.00	650.00	415.00	355.00	275.00	40.00	165.00	2,485.00	11,515.00		
55	Improvements / repairs Brookfield Hall	30,000.00												0.00	30,000.00		
56	Devolution Funding		10,000.00		1,500.00									1,500.00	8,500.00		
57	Elections	0.00	6,000.00						5,797.15					5,797.15	202.85		
58	Nantwich Winter Wonderland Ice Skating Rink		5,000.00										5,000.00	5,000.00	0.00		
	Total Payment - Miscellaneous	89,500.00	21,000.00	1,372.19	1,134.69	2,789.71	400.00	1,324.54	521.00	6,211.30	2,727.30	1,752.22	706.79	6,162.00	12,804.59	60,261.73	
Payments from Capital - Accounts																	
C1	Miscellaneous capital payments - temporary	0.00												0.00	0.00		
	Total Payment - Capital - Temporary Accounts	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
	Total Service Payments	230,170.00	0.00	10,083.06	53,113.09	10,676.51	6,291.38	8,126.76	7,830.22	13,837.37	10,645.81	8,572.33	6,369.04	12,309.07	0.00	147,854.64	82,315.36
	VAT Payments			67.66	565.66	352.71	126.42	292.20	172.67	104.80		71.97	354.30	138.77	329.01	2,576.17	
	VAT Receipts						9275.69				1666.22				10,941.91		
	Total Payments	230,170.00	0.00	10,150.72	53,678.75	11,029.22	-2,857.89	8,418.96	8,002.89	13,942.17	9,051.56	8,926.63	6,507.81	12,638.08	0.00	139,488.90	82,315.36
Receipts																	
Brookfield Hall Rents etc																	
R1	Christadelphian Church - Rent	1,570.00	390.00			390.00				390.00		390.00		1,560.00	10.00		
R2	Christadelphian Church - Licence Fee for Siting of Mobile Buildings	630.00	150.00			150.00				150.00		150.00		600.00	30.00		
R3	Christadelphian Church - electricity charges reclaimed from church	500.00	226.48			124.16				91.12		348.67		790.43	-290.43		
R4	Christadelphian Church - water charges reclaimed from church	220.00	54.34											54.34	165.66		
R5	Nantwich & District Band bookings	1,000.00		300.00						675.00				975.00	25.00		
R6	Nantwich in Bloom bookings	170.00			30.00					90.00			60.00	180.00	-10.00		
R7	Elections	0.00				220.00								220.00	-220.00		
R8	Additional bookings - estimate	2,500.00	615.00	130.00	315.00	330.24	175.00	705.00	175.00	250.00	175.00	650.00	485.00	4,005.24	-1,505.24		
	Total Brookfield Hall receipts	6,590.00	0.00	1,435.82	430.00	345.00	1,214.40	175.00	705.00	896.12	925.00	175.00	1,598.67	485.00	0.00	8,385.01	-1,795.01
Income / Transfers / Interest / Precept etc																	
R9	Income from Capital Fund	0.00												0.00	0.00		
R10	Transfer from Capital Fund	30,000.00												0.00	30,000.00		
R11	Transfer from Repairs and Renewals and Holding Accounts	0.00				8.01								0.00	0.00		
R12	Bank interest - Royal Bank of Scotland Revenue Account (A)	300.00						18.45				22.06	6.62	55.14	244.86		
R13	Precept	110,788.00	55394.00					55394.00						110,788.00	0.00		
R14	Miscellaneous	850.00	265.03	15.00	131.67				150.00	460.88				1,022.58	-172.58		
R15	Concurrent powers grant	14,000.00		14318.00										14,318.00	-318.00		
R16	Bank Interest / account closure RBS Spec Int Bear a/c (B)				3047.84			0.02					0.15	3,048.01	6,096.02		
R17	Interest From Time Deposits	12,000.00		4039.49	15.29		2445.12			2533.15				9,033.05	2,966.95		
R18	Communique on-line	1,500.00	125.00	125.00	125.00		125.00	125.00	125.00	125.00	125.00	125.00	125.00	1,250.00	250.00		
R19	Communique on-line water/elec contribution	500.00				141.00				115.97				183.26	59.77		
R20	Nantwich Players Theatre loan repayment Oct & April 6 mnthly 10yrs									2783.16							
	Total Receipts	176,528.00	0.00	57,219.85	18,927.49	3,672.81	1,480.40	2,745.12	56,242.47	4,070.25	4,044.03	322.06	1,913.70	485.00	0.00	134,568.73	41,959.27
	Net Movement of Funds for Month	53,642.00	0.00	47069.13	-34751.26	-7356.41	4338.29	-5673.84	48239.58	-9871.92	-5007.53	-8604.57	-4594.11	-12153.08	0.00	11,634.28	42,007.72
	Cumulative Movement of Funds	36,142.00	0.00	47069.13	12317.87	4961.46	9299.75	3625.91	51865.49	41993.57	36986.04	28381.47	23787.36	11634.28	11634.28	11,634.28	24,507.72

REPORT OF TOWN CLERK TO COUNCIL ON 8TH MARCH 2010

CORRESPONDENCE AND MATTERS OF URGENCY.

1. Power of Well Being training – 24/2/2010.
2. Cheshire East Local Strategic Partnership Assembly. A single member of the Council is invited to attend on 26th March 2010 at 10am – 1pm.
3. Clerk's holiday 2010.
4. Nantwich Link (tabled).
5. Closure of Wellington Road level crossing 24-30th April.
6. Councillors to approve virement regarding election costs. Also at the request of the internal auditor to formally **RESOLVE** that interest accumulated in the RBS Reserve Account shall continue to accumulate to October 2010 and that the two revenue reserves – Repairs and Renewals and Holding Account for Devolution expenses be maintained.

A REMINDER OF MAYORAL PROTOCOL

- i) The Mayor enters the meeting room as she wishes, with other Councillors, chats, looks at plans and documents etc. She takes her seat when she wishes to do so.
- ii) A couple of minutes before Council is due to begin, the Clerk says something like, “Can we come to order, please, Councillors” or “Council is due to begin, please Members” and each Councillor then goes and stands in front of his/her chair.
- iii) The Mayor, after a few moments, stands and says; “Thank you Councillors, Council will now commence.” She gives a slight bow and sits down. Once she has sat, Councillors also sit down. The first item of business on the Council agenda is ‘Public Forum’.
- iv) During the Council meeting, Members address the chairman as “Madam (or Mr) Mayor” and stand up to speak.
- v) At the end of the meeting, the Mayor stands up. All Councillors stand in front of their chairs. The Mayor then says something like “That concludes Council business and I thank you for your attendance Councillors”. The Mayor then sits down. Councillors may then sit or move away.
- vi) The Mayor remains sitting for a few moments and can then move away from the chair if she wishes and mingles with Councillors and the public.

- END -

BROOKFIELD HALL – A COMMUNITY ASSET.**Report of Town Clerk to Council 8th March 2010.**

1. At the time when Crewe & Nantwich Borough Council was offering assistance to Parish Councils in December 2008, the Town Council put forward eight separate grant applications.
2. One of these applications was for work to Brookfield Hall. An inspection of the building was arranged and quotations sought for the work recommended. Attached is a copy letter from local architects with an estimate of costs following their inspection. This letter has been before Members on two previous occasions.
3. The attention of the Council is drawn to two sentences in particular:-

I believe that the roof is coming to the end of its useful life and that the roofing works will be necessary in the very near future.

I would also advise that the replacement of the existing single glazed timber windows should be seriously considered as they will require further ongoing maintenance and currently provide minimal performance in terms of heat retention.

4. Quotations were obtained for much of this work, at the time, for the purposes of the grant application and the costs were in line with the estimate in the letter of 13th November.
5. The condition of this building is very different from what it was four years ago – at least it is safe, largely hygienic and watertight in most parts. It is now widely used by local groups. But is still less than satisfactory and there is potential to extend its life, improve its insulation and heat retention and make it more attractive and welcoming.
6. We have a twenty year lease with the security of an extension beyond that because of business tenancy protection. Members have indicated strongly that for the foreseeable future this will be the Council's base. Parking is satisfactory; there is room for expansion; it is popular with local community groups.
7. I urge Members to agree that the time is right to make significant improvements to:-
 - Sewers - which still block regularly.
 - Toilets – well past their sell by date.
 - Rotting windows and entrance door.
 - Roof coming to an end of its useful life.
 - Parking within the curtilage of the building.
 - Outdated electrical heating and water heating.

RECOMMENDED that:-

APPENDIX A

- (a) The Clerk be authorised to engage Bower Edleston at a fixed fee to obtain updated quotations for estimates already obtained and to supervise work on Brookfield Hall to deal with the matters set out in paragraph 7 above.
- (b) That the programme of work, details of improvements and any additional ancillary items considered necessary, be agreed in consultation with the leaders of the two political groups and that a budget up to £45,000 be approved from capital reserves for the works and supervision involved.
- (c) That bearing in mind the quotations already in existence, the comparison of costs to be undertaken and the supervision proposed, contract regulations be waived on the basis that best value will be obtained and estimates will be tested by contacting comparable contractors.

- END -

NANTWICH TOWN COUNCIL MEETING 8TH MARCH 2010PLANNING APPLICATIONS FOR CONSULTATION

No	Applicant	Development	Site
10/0303N	Mrs P Edwards	Hand painted sign writers fascia sign to shop and projecting wall hung sign non illuminated.	11 Pillory Street.
10/0404N	Mr & Mrs K Chang	Single and two storey Extension to front, side and rear of house.	14 Ray Avenue.
10/0416N	Mr A Wheeldon	Listed building consent for for conversion and refurbishment of rear of 41 High Street to create one house.	Rear of 41 High St.
10/0440N	Mrs P Moore	Convert garage to living accommodation with change to external elevation and further internal alterations.	14 Lakeside View.
10/0522N	Mr & Mrs E Brown	Demolition of conservatory & construction of new single storey extension.	23 Weaverside.