



Brookfield Hall, Shrewbridge Road, Nantwich, CW5 7AD.
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10th May 2011

To: The Chairman 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 16th May 2011 at 7.00pm** for the transaction of the business set out in the Agenda below.

W R Graham

W R Graham
Town Clerk

Prior to the meeting, the Mayor Councillor Joyce Stockton, will make a presentation of a cheque to one of her charities for the year, the RSPCA Animal Sanctuary and Cattery at Stapeley.

AGENDA OF NANTWICH TOWN COUNCIL ANNUAL MEETING

1 PRAYERS

Prayers will be lead by Reverend Peter Chantry.

2 APOLOGIES FOR ABSENCE

To receive any apologies for absence.

3 ELECTION OF MAYOR

To elect a member of the Town Council to be Mayor of Nantwich Town Council to hold office until the next Annual Meeting of the Council.

It will be moved and seconded that Councillor Arthur Moran be elected Mayor of the Nantwich Town Council.

The retiring Mayor will invest the new Mayor with the Chain of Office.

The Mayor will make a formal declaration of acceptance of office before the Town Clerk and the assembled Council and then take the Chair and respond to his election.

The new Mayor's Consort will be invested with the Consort's Medallion of Office.

4 ELECTION OF DEPUTY MAYOR

To elect a member of the Town Council to be Deputy Mayor of the Town Council to hold office until the next Annual Meeting of the Council.

It will be moved and seconded that Councillor Graham Fenton be elected Deputy Mayor of the Council.

The newly-appointed Deputy Mayor will come forward to the dais to be invested by the new Mayor with the Medallion of Office.

The Deputy Mayor will make a formal declaration of acceptance of office, and respond to his election.

5 APPOINTMENT OF CHAPLAIN AND NOMINATION OF MAYOR'S CHARITY

The Mayor will inform the Town Council of the appointment of the Chaplain.

The Mayor will inform the Town Council of the Mayor's charity for the year.

6 VOTE OF THANKS TO RETIRING MAYOR

A vote of thanks will be made to the retiring Mayor, Councillor Joyce Stockton and she will be presented with a Past Mayor's brooch.

7 RETIRING MAYOR'S REMARKS

8 ADJOURNMENT

Following the formalities of the appointment of the new Mayor and Deputy Mayor, there will be a short adjournment before proceeding with the remainder of the Council business. Light refreshments will be available.

9 PUBLIC FORUM

Public Forum is an opportunity for question and comment by the public.

10 CONFIRMATION OF MINUTES

To confirm the minutes of the Annual Town Meeting held on 18th April 2011. The Town Council is asked to **RESOLVE** that the Minutes of the Annual Town Meeting held on 18th April 2011, and of the Council Meeting of the same date, be confirmed as a correct record, approved and signed by the Mayor.

11 DECLARATION OF INTERESTS

12 CLERK'S REPORT AND CORRESPONDENCE

The attached Report refers.

13 PLANNING CONTROL

Applications for Planning Permission – notification of planning applications by Cheshire East Council upon which comments are to be made (see list attached as Appendix A). The applications will be displayed at the meeting for inspection.

14 AUTHORISATION OF CHEQUES AND OTHER FINANCIAL DOCUMENTATION

(a) A total of four signatories required – any two Members on each cheque, plus the Town Clerk on the Royal Bank of Scotland and Treasurer's and Direct Reserve Account:-

Current Authorised Signatories – Councillors S. F. Hope, J. Lewis, Mrs E. Williams and Mrs J. I. Stockton, together with the Town Clerk (Mr W R Graham), on the Royal Bank of Scotland current (Treasurer's) account and, where necessary, the Royal Bank of Scotland Direct Reserve account.

- (b) Mayor's (or Chairman's) Charity Fund Account Royal Bank of Scotland Nantwich:-

Current Signatories – Any two of the four Councillors named above but no necessity for the signature of the Town Clerk.

The Council is asked to **RESOLVE** that any two of the [named] four signatories plus the Clerk be authorised to operate and sign documents and cheques in regard to the Royal Bank of Scotland Nantwich Town Council current (Treasurer's) account and, where necessary, the Royal Bank of Scotland Direct Reserve account and any two of the [named] signatories be authorised to operate and sign documents and cheques in regard to the Royal Bank of Scotland Town Council Charity Fund account.

- (c) The Council is asked to **RESOLVE** that the Council RBS Credit Card and digital RBS Direct Reserve Account continue to be operated by the Clerk (William Riddell Graham) on behalf of the Council.

15 ACCOUNTS – APRIL 2011

Council is asked to **RESOLVE** that the Schedule of Payments and Receipts for April 2011, be approved and the Comparison with Budget sheets be noted.

16 COUNCILLOR BRIEFINGS – SUGGESTED DATES

The attached report refers.

- END -

CLERK'S REPORT AND CORRESPONDENCE.

REPORT OF TOWN CLERK TO TOWN COUNCIL 16TH MAY 2011.

1. WILLASTON GREEN GAP ACTION.

Email from group campaigning to retain the Green Gap (tabled) Members may wish to express support and possibly send a representative to the meeting on 19th May at Willaston Social Club. The retention of the Green Gap is undoubtedly a matter of importance to Nantwich residents.

2. PROPOSED SURFACE DRESSING AND WORKS.

Cheshire Association of Local Councils representative has sent a list (tabled) of highways which are going to have some repairs. These highways are all in the Nantwich Local Area Partnership (LAP) area. For information.

3. BRITISH WATERWAYS TO BECOME A CHARITY.

Chalc has sent a consultation document (tabled) about the proposal for inland waterways (canals, rivers etc) to be managed by a charity, shortly to be formed. British Waterways and the Environment Agency would pass most of the waterways (and other assets) they currently manage to the new "Waterways Charity". For comment if Members wish.

4. SELTRAP SEEKS SUPPORT.

SELTRAP is "Skipton – East Lancashire Rail Action Partnership". Its aims are to help preserve, promote and enhance rail links across the north. It would like the Council to express its support for the re-opening of the Colne to Skipton missing rail link (tabled). For comment if Members wish.

5. CREWE TO NANTWICH GATEWAY.

The Greenway – cycle and pedestrian track is intended to run over the Barony, apparently listed as common land. It will be the continuation of a valuable link for pedestrians, cyclists and tourists between Crewe and Nantwich. Because of the status of the land, there is a requirement to consult (tabled). Council may feel that this is a proposal to be welcomed. It is suggested that the Council may wish to **RESOLVE** that

It is in the interests of the town and its residents that a route suitable for recreational and 'travel to work' use by walkers, cyclists and horse-riders should be established. The Greenway will take only a small amount of land, at the perimeter of the Barony, and will enable the green space to be enjoyed more effectively by a wider range of people. The Town Council welcome this proposal.

6. **COUNCILLOR TRAINING.**

The Chalc Training Programme for 2011/12 is tabled for the attention of Members. If any Member wishes to attend any of the sessions please contact the Clerk.

7. **SIGNATORIES – PENSION FUND.**

Currently I am the only signatory registered with Cheshire Pension Fund. For administrative convenience the Fund has suggested that additional signatories should be authorised. The opportunity is taken to confirm the existing designation. Council is asked to **RESOLVE** that:

The following persons be each authorised to act as individual signatories on behalf of the Town Council, for all purposes and transactions connected with the Cheshire Pension Fund:-

The Clerk: William Riddell Graham
The Mayor and Chairman: Councillor Arthur Moran
The Deputy Mayor: Councillor Graham Fenton.

8. **TWO SAINTS WAY.**

Councillors will recall the support promised by the Council to David Pott of the Two Saints Way project, in terms of financial assistance for way marks and information boards when the scheme is fully funded. A progress report is tabled for information.

9. **TOWN CENTRE ENTERTAINMENT.**

Clerk to report on need for organiser for Town Centre Entertainment.

10. **ANNUAL REPORT**

To agree the Annual Report, approved by Group Leaders and the Mayor.

- END -

**SCHEDULE OF PAYMENTS AND RECEIPTS - Royal Bank of Scotland Account
April 2011**

Date	Budget Code	Chq No	Details of payment	Reason for payment	£ Amount Less VAT	£ VAT	£ Total Amount
01/04/2011	4006	DD	Standard Life Assurance Company	Clerical Assist Pension Apr 11	132.58		132.58
03/04/2011	4021	485	Mr B Legge	1/2 year Internal Audit 2011/12	500.00		500.00
15/04/2011	4000	491	Mr W R Graham	Clerk's Salary April 2011	2,006.77		2,006.77
15/04/2011	4000	492	Mrs J Geldart	Clerical Assts Salary March 2011	948.26		948.26
15/04/2011	4006	493	Cheshire West & Chester Council	Clerk's pension April 11	744.42		744.42
15/04/2011	4005	494	HM Revenue & Customs	NI & Tax April 2011	1,281.94		1281.94
15/04/2011	4210	495	Cleaning Force Office Cleaners Ltd	Cleaning Brookfield Hall March	182.07	36.41	218.48
15/04/2011	4211	496	Mr W Baker	Garden - Brookfield6/3/- 2/4/11	120.00		120.00
15/04/2011	4030	497	Office Services	Stationery for March 2011	46.08	9.21	55.29
15/04/2011	4303	498	Mr P Barrett	Lengthsman duties March 11	40.00		40.00
15/04/2011	4375	499	Mrs G Ashworth-Kirkham	Mayor's charity prom flags etc.	71.94		71.94
15/04/2011	4371	500	Cheshire East Borough Council	Contrb. Xmas lights 2010	7,233.75		7,233.75
15/04/2011	4375	501	Nantwich & District Band	Mayor's charity prom performance	140.00		140.00
15/04/2011	4373	502	City B Group Ltd	Marquee Street Entertainment	1,204.96	240.99	1,445.95
15/04/2011	4103	503	Cheshire Association of Local Councils	Affiliation fee for 2011/12	1,224.90		1,244.90
15/04/2011	4209	504	Nantwich Window Cleaning	Windows clean Bhall 4/11	30.00		30.00
15/04/2011	4200	DD	Cheshire East Council	Rates April 2011	189.85		189.85
30/04/2011	4203	DD	Sita UK Ltd	Trade waste collection March 11	13.70	2.74	16.44
30/04/2011	4036	505	Petty Cash	To balance Imprest to £150.00	18.00	4.45	22.45
					16129.22	293.80	16443.02

Date	Income Code		Details of Receipt	Reasons for Receipt	£ Amount less VAT	£ VAT	£ Total Amount
06/04/2011	1202	BACS	Christadelphian Church	Electricity charge	144.54		144.54
06/04/2011	1203	BACS	Christadelphian Church	Water charge	91.83		91.83
06/04/2011	1220	CHQ	Nantwich & District Band	Room Hire Jan - Mar 11	325.00		325.00
08/04/2011	1890	BACS	Nantwich Players Theatre	Loan Repayment	2,783.16		2,783.16
11/04/2011	1200	BACS	Christadelphian Church	Rent.	390.00		390.00
13/04/2011	1234	Cash	Mrs C Riddle	Chrissy's nails room hire 04/11	190.00		190.00
13/04/2011	1900	Bacs	Cheshire East Council	1st installment parish precept.	81,000.00		81,000.00
28/04/2011	120	BACS	HM Revenue & Customs	Repayment of vat to 31/3/11	1984.29		1,984.29
					86908.82	0.00	86908.82

Net Movement of Funds

-£70,465.80

Signed _____

Date _____

REPORT OF TOWN CLERK TO TOWN COUNCIL 16TH MAY 2011

COUNCILLOR BRIEFINGS – SUGGESTED DATES.

11. When new councillors are elected, it is expected that they should make themselves familiar with the structure of the Town Council and the role of Councillors. This is usually done by means of a couple of short briefing sessions. It would be helpful if all councillors (old and new) were able to attend these sessions, since it is an opportunity to get to know people, as well as becoming familiar with issues affecting local councils.
12. The year 2011/12 has the potential to be an especially exciting and eventful year for the Council. Cheshire East Council will offer the Town Council the chance to take over certain facilities and services from 1st April 2012. For example, the Town Council will get the opportunity to run the Civic Hall and the Market. Whether the Council accepts the offer will be for Town Councillors to decide. Existing councillors will be familiar with the background to this matter. New Councillors will need to be “brought up to speed”. Cheshire East is saying they want a response to their offer by 17th June, so clearly there is a degree of urgency.
13. I would like to suggest some times / dates for briefings:-

Monday 23rd May. Scheduled Policy and Resources Committee be cancelled and a meeting take place from 7.30pm onwards. An informal discussion on Council finances and an introduction to possible transfer of services.

Thursday 26th May. Either 2pm – 4pm OR 7 – 8.30pm. Introduction to being a Councillor.

Monday 6th June. Council 7pm. Main item on the agenda – possible transfer of services.

Monday 13th June. Either 2pm-4pm OR 7-8.30pm “Being a Councillor – Part II” OR (if necessary) special Council on possible transfer of services.
14. The position of “dual-hatted Members” is a difficult one. I suggest that all Town Councillors should certainly be involved in general discussion and briefings about transfer of services. A final vote and decision might be a different matter, although I tend to feel that this is such a significant matter that all councillors should speak and vote. Members should of course, make their interests and position clear.

- END -

Monday 16th May 2011	Town Council Annual Meeting 7.00pm
Monday 23 rd May 2011	Policy and Resources Meeting 7.30pm
<i>Monday 30th May 2011</i>	<i>Spring Bank Holiday</i>
Monday 6th June 2011	Town Council Meeting 7.00pm
Monday 20 th June 2011	Policy and Resources Meeting 7.30pm
Monday 11th July 2011	Town Council Meeting 7.00pm
<i>Monday 29th August 2011</i>	<i>August Bank Holiday</i>
Monday 12th September 2011	Town Council Meeting 7.00pm
Monday 26 th September 2011	Policy and Resources Meeting 7.30pm
Monday 10th October 2011	Town Council Meeting 7.00pm
Monday 24 th October 2011	Policy and Resources Meeting 7.30pm
Monday 7th November 2011	Town Council Meeting 7.00pm
Monday 21 st November 2011	Policy and Resources Meeting 7.30pm
Monday 12th December 2011	Town Council Meeting 7.00pm followed by Mayor's Christmas refreshments but not before 8.00pm
<i>Christmas & New Year Holidays</i> <i>Christmas Day</i> <i>Boxing Day</i> <i>New Year's Day</i>	<i>Sunday 25th December 2011</i> <i>Monday 26th December 2011</i> <i>(27th December 2011 – holiday in lieu)</i> <i>Sunday 1st January 2012</i> <i>(Monday 2nd January 2012 – holiday in lieu)</i>
Monday 9th January 2012	Town Council Meeting 7.00pm
Monday 30 th January 2012	Policy and Resources Meeting 7.30pm
Monday 6th February 2012	Town Council Meeting 7.00pm
Monday 20 th February 2012	Policy and Resources Meeting 7.30pm
Monday 5th March 2012	Town Council Meeting 7.00pm
Monday 16th April 2012	Annual Town Meeting 7.00pm Immediately followed by Town Council Meeting but not before 7.30pm.
<i>Friday 6th April 2012</i>	<i>Good Friday</i>
<i>Monday 9th April 2012</i>	<i>Easter Monday</i>
<i>Monday 7th May 2012</i>	<i>Bank Holiday</i>
Monday 14th May 2012	Town Council Annual Meeting 7.00pm
<i>Monday 28th May 2012</i>	<i>Spring Bank Holiday</i>

NANTWICH TOWN COUNCIL MEETING 16TH MAY 2011**PLANNING APPLICATIONS FOR CONSULTATION**

No	Applicant	Development	Site
11/045N	Waverixer Ltd	Change of use from office to a mixed used cosmetic shop and skin treatment clinic.	63 Welsh Row
11/1010N	Trustee Citibank c/o Aviva Investors.	Alterations to elevations and and car park layout.	Focus Do it All Beam Heath Way
11/1051N	Cheshire East Council	Provision of greenway from Crewe to Nantwich, sections From Wistaston Green Road to A51/Nantwich bypass Including a 3m wide surfaced path together with associated engineering and landscaping works.	Land at Middlewich Road, Nantwich.
11/0883N 11/0824N	Mr & Mrs G Kibble	Listed building consent for demolition of existing garage and building of new garage and new driveway surface.	Kiltearn House 33 Hospital Street
11/0509N	Ivory Management Ltd	Listed building consent to form new entrance doorway to ground Floor elevation. Existing doorway to be infilled and existing external staircase to be removed and first floor doorway to be infilled. Internal alterations to ground floor to re-align lower part of stair flight between ground and first floor to allow removal of Enclosure of previously altered Staircase. Formation of new partition To provide independent access to Upper floors from the new rear Elevation door. Removal of Existing female W.C. cubicles and Partitioning and opening up to rear Of ground floor.	Old Vaults, 48 High Street.
11/1250N 11/1246N	St Mary's Parish Church	Listed building consent for installation of handrails to steps outside Church - Disabled Aid.	St Mary's Parish Church, Church Lane.

No	Applicant	Development	Site
11/1150N	Miss D Garratt	Single storey rear & side extension.	23 Spring Gardens.
11/1044N	Wolseley UK	Advertisement consent	Unit 6, Nantwich Trade Yard, Beam Heath Way.
