

# AUDLEY RURAL PARISH COUNCIL

## PUBLIC NOTICE

**Next Parish Council Meeting**  
**on Thursday 18<sup>th</sup> January 2024 at 7pm**  
**to be held at Halmer End Institute, Wesley Place**  
**THE PUBLIC AND PRESS ARE CORDIALLY INVITED TO BE**  
**PRESENT – But please note that they may be excluded for any**  
**item the Council decide should be treated as confidential**

*Ch. W. H. H. H.*

(Clerk/RFO) Date of Issue: 11.01.24

### PARISH COUNCIL MEETING

1.	To receive apologies – NH
2.	To consider approving and signing the Full Council meeting minutes on 21 <sup>st</sup> December 2023
3.	Declaration of Disclosable Pecuniary interest in any item on the agenda
4.	<b>Public Participation:</b> Members of the public are invited to address the Council on any issue over which it has a power for up to 5 minutes each, with the item lasting up to a maximum of 15 minutes.
5.	<b>Police, Borough and County Council update (if available)</b>
6.	1. To receive a report back from Sir Thomas Boughy Academy students (Standing item) 2. Other School Council reps to be invited to the Parish Council meetings – Mr T Cork
7.	Local Plan update – see <a href="#">Cabinet Report 16<sup>th</sup> January 2024</a> and <a href="#">Consultation appendix</a>
8.	Neighbourhood Plan update (£5k committed) – awaiting redrafting of policies and table of responses from Urban Vision – expected for March meeting (redesign of Draft plan to follow post agreement)
9.	<p>To approve the budget and the precept for next year 2024/25 - <b>see Appendix A</b></p> <p><b>Proposed - Precept increase of 10% (which would equate to an increase of 14p per week/£7.17 per year on the precept for a Band D property) total payable £78.82 per annum (currently £71.65 per annum)</b></p> <p><b>Summary of Draft Budget 24/25</b></p> <ol style="list-style-type: none"> <li>Staff Costs inc HMRC £36k (due to national pay award)</li> <li>Bus shelter project – (Update to be given at the meeting due to funding outcome)</li> <li>Neighbourhood Plan £3k</li> <li>Community Activity inc Remembrance Day £4k</li> <li>CCTV maintenance and upgrade £7.2k</li> <li>Car parks x 2 and Audley Football Club school parking – Church Street £70k (reserves £45k and £25k budget), Audley Football Club driveway £10k budget and Bignall End £50k (to be delivered £15k in 24/25 budget and £35k in 25/26 budget)</li> <li>Xmas decs – installation £4k, replacements £2k for 2 x dentist trees and new if needed £3k (total £9k) – <b>Note further spend in addition to £3k to be discussed in year regarding Bignall End lights not currently budgeted</b></li> <li>Bus Subsidy £31.5k</li> <li>Grant apps £4k</li> <li>Annual Maintenance Grass Cutting play area - cost at this stage subject to quotes for Grass Cutting expected to be significantly higher so increased to reflect expected increase</li> </ol> <p><b>Proposed 24/25 budget is £239k</b>  <b>Income expected is £214k</b>  <b>Shortfall to be funded from reserves estimated to leave £44.5k in reserves</b></p>
10.	To note the outcome of the Bus Shelter bid to Awards for All Lottery (and outcome of other enquires for external funding) (no budget allocated) – Clerk
11.	Planning - To consider any planning applications received, including:-

	<ol style="list-style-type: none"> <li>1. <a href="#">24/00001/PLD   Proposed Single Storey Extension to side, with a maximum height at Eaves of 3m and 4m at abutment with existing dwelling. 150mm being left between extension and existing conservatory.   Limbrick Farm Limbrick Road Newcastle Under Lyme Staffordshire ST7 8DX</a> – Green Belt/Delegated</li> <li>2. <a href="#">23/00566/FUL   Removal and replacements of all three rotten front elevation windows and Front door / frame with new hard wood windows and doors.   4 Wilbrahams Walk Newcastle Under Lyme Staffordshire ST7 8HL</a> Village Env, Conservation area, Delegated</li> <li>3. <a href="#">Replacement of timber windows</a> 42 Wilbrahams Walk Newcastle Under Lyme Staffordshire ST7 8HL Ref. No: 23/00990/FUL – Conservation area/Delegated Authority</li> <li>4. <a href="#">Application for approval of full and precise details of the design measures to be incorporated into the construction of the development as required by condition 11 of planning permission reference 22/01042/FUL - Replacement Dwelling</a> See other applications for discharge of conditions 03, 04, 05, 06 The Bungalow Carr Lane Newcastle Under Lyme Staffordshire ST7 8DP Ref. No: 22/01042/CN05 – Green Belt/Delegated Authority</li> <li>5. <a href="#">x1 one tree is a small diameter sycamore tree with some small bushes at the base.</a> Audley Health Centre Church Street Audley Newcastle Under Lyme Staffordshire ST7 8DE Ref. No: 23/00976/TCA (Conservation area, Delegated, Village Env)</li> </ol>
12.	<b>Update on the proposed relocation of a pit tub to Audley and further consideration</b>
13.	<b>To consider Grant applications (£2000 remaining (T2)/£300 per application, constituted parish groups</b> To consider a grant for parish children (in greatest need) to receive school uniform at Sir Thomas Boughey School £300– see attached <b>Appendix B1</b> To consider a grant application from Audley Cricket Club towards nets - £300 - see attached <b>Appendix B2</b>
14.	<b>Playing Fields/Wildlife Areas/Car park/Assets inc:</b> <ol style="list-style-type: none"> <li>1. To note Play Area Monthly Inspection for Jan (<b>Appendix C</b>) and approval of any action required or taken under Delegated Authority – To note action taken as per report</li> <li>2. Leddys Field Support Group – Feedback – Mr I Rowley</li> <li>3. To note the annual ROSPA inspection of the Play equipment and consider a quote for low risk items if available – <b>see Appendix C1</b></li> </ol>
15.	<b>Halmer End Allotments</b> – To consider a quote to tidy up a bush by the entrance gate and rubbish (budget remaining £200)
16.	<b>Nantwich Road bench rededicated and quote for refurbishment</b>
17.	<b>Consideration of future nominations for BEM, MBE etc Honours - Mr M Joynson</b>
18.	<b>GDPR (standing item)</b> Data breaches/Subject Access requests/Information Security – reminder of responsibilities
19.	<b>Car parks :</b> <ol style="list-style-type: none"> <li>1. Car Park Audley Methodist Church (est £70k) - £45k this year plus £25k next) lease progression update and heads of terms for draft Lease</li> <li>2. Bignall End Road lease progression (£15k next year) – update on advert and further instructions</li> <li>3. Audley Football Club driveway (car park for school children) £10k next year– update</li> </ol>
20.	<b>Audley Bowling Club (Budget £2,5k committed) – annual inspection and lease update</b> <b>see Appendix D and Appendix D1</b>
21.	<b>Standing item – CCTV /Police</b> - To note any requests for footage from Police – None so far
22.	<b>Correspondence and circulars</b> -To review other items received not listed for next agenda
23.	<b>Clerks Update</b> – see <b>Appendix E</b>
24.	<b>To consider a local contractor's policy</b> – Mr C Cooper
25.	<b>Councillor Reports</b>
25.	<b>To approve payments/orders, receipts and transfers including noting payments made by delegated authority - Appendix F</b> <b>Budget update and bank reconciliation statement – Appendix F1 and F2</b>
26.	<b>TO RESOLVE UNDER THE 1960 PUBLIC BODIES (ADMISSION TO MEETINGS ACT) TO EXCLUDE THE PRESS AND PUBLIC DUE TO THE CONFIDENTIAL NATURE OF THE MEETING TO BE DISCUSSED:</b> <b>To consider and agree the arrangement for the renewal of the Annual Maintenance Contract and Grass Cutting</b> for next year expires in March 2024 – Quotes to be circulated – <b>Appendix G1</b>

## Appendix F – Payment Schedule

Voucher	Cheque	Name	Description	Amount
326		Parish Clerk/RFO	Xmas lights for tree Berrys	6.00
327		Potteries Waste	Road plainings supplied to site at Audley	36.00
328		N&J Tree Services Ltd	2 trees Nantwich Road replacements	1,026.00
329		MISP Ltd via C Withington Reimburse	Marine Spray varnish Bus Shelter boards	14.70
330		EE	EE Mobile costs Office Phone	50.83
331		EE	EE mobile costs SIM cards Village CCTV	57.66
332		Minnie Pit Centenary Group	Minnie Pit Centenary Group on behalf of ST	300.00
333		Parish Clerk/RFO	Staff Salary	2,911.28
		<i>Includes backpay for National Pay award from April 23 to Dec 23 at £130 approx per month</i>		
334		Parish Clerk/RFO	Mileage	
335		Parish Clerk/RFO	Standard office expenses	95.00
336		SCC Pensions	SCC Pension Costs	1,209.25
		<i>Includes pensionable pay for back pay due to national pay award back to April 23</i>		
337		HMRC	HMRC Tax and NI	1,321.81
		<i>Includes back pay to April 23 National Pay award</i>		
338		Zoom via Clare Withington	Zoom monthly subs	15.59
339		Ionos via C Withington	NPlan website Monthly sub	9.60
340		EE	EE Mobile costs Office Phone	49.42
		<i>January bill not yet received</i>		
341		O2	O2 mobile costs Halmer End CCTV	40.72
342		EE	EE mobile costs SIM cards Village CCTV	57.66
343		WM Riley & Sons c/o Brookside Pet Foods	Materials	
344		Steve Hough	AM contract	260.00
		<i>Leaves on paths Leddys Field £120</i>		
		<i>Bin emptied Leddys 4th , 11th, 18th Dec and 2nd Jan £80</i>		
		<i>Trimmed Beech trees nantwich Road Jubilee £60</i>		
345		Steve Hough	Xmas lights up Bignall End x 2 ON 203	160.00
346		Steve Hough	trees to Church Xmas fest x 2 ON 202	30.00
347		Steve Hough	ON 87 Bin empty Queen Street 4th Dec, 18	60.00
348		Steve Hough	ON 194 Repairs to Rileys MUGA fence	30.00
349		Steve Hough	ON 201 Rileys MUGA leaves removal and r	90.00
350		Steve Hough	ON 203 Play area jobs	227.20
		<i>Basketball nets Rileys Muga £20 plus 2 x nets £44.80</i>		
		<i>Net at Miles Green fitting £20 plus net £22.40</i>		
		<i>Siding of miles green car park £70</i>		
		<i>Graffiti removal at Queen Street £10</i>		
		<i>Basket swing Queen Street refit £40</i>		
351		Steve Hough	ON 202 Shed removal Halmer End Allots	190.00
352		Steve Hough	ON 183 brambles and weeds Halmer End C	40.00
353		Steve Hough	ON 200 Halmer End Metho church memorie	60.00
354		Steve Hough	ON 204 Car park closure signs Audley Meth	50.00
355		Steve Hough	ON 186 Sprayed marine varnish art work Bi	20.00
356		Steve Hough	AM Inspections play area and car parks	177.00
357		Parish Clerk/RFO	CW Reimbursement Stamps Allotment rent	15.00
358		Potteries Waste	Skip Halmer End allotments	288.00
359		Potteries Waste	Banner for Car park closure Audley Meth CI	60.00
360		Geomatic Surveys Limited	Site Survey Topo Audley Meth Church	480.00
361		Appaulse Partnership Ltd	Website domain and hosting for the year 20	60.00
<b>TOTAL</b>				<b>9,498.72</b>

**App F2 –Bank reconciliation and unrepresented payments**

<b>A</b>	<b>Bank Reconciliation at 10/01/2024</b>		
	Cash in Hand 01/04/2023		96,010.85
	<b>ADD</b> Receipts 01/04/2023 - 10/01/2024		200,647.06
	<b>SUBTRACT</b> Payments 01/04/2023 - 10/01/2024		296,657.91
			134,133.89
<b>A</b>	<b>Cash in Hand 10/01/2024</b> (per Cash Book)		<b>162,524.02</b>
<b>B</b>	Cash in hand per Bank Statements		
	Petty Cash 05/04/2023	0.00	
	Natwest reserves account 31/12/2023	29,799.99	
	Lloyds Current 10/01/2024	6,482.93	
	Lloyds Savings 10/01/2024	132,947.67	
			<b>169,230.59</b>
	Less unrepresented payments		6,706.57
			162,524.02
	Plus unrepresented receipts		
<b>B</b>	<b>Adjusted Bank Balance</b>		<b>162,524.02</b>
	<b>A = B Checks out OK</b>		