



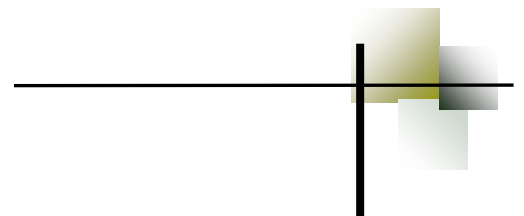
Cheshire Association of Local Councils

Annual Report 2019

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CONTENTS

PAGE

| | |
|-------|---|
| 3 | President's Foreword |
| 4 | Chairman's Message |
| 5 | Vice-Chairman's Message |
| 6 | Executive Board Members |
| 7 | Introduction |
| 8 | Training |
| 9 | National Association of Local Councils (NALC) |
| 10-13 | Annual Meeting 2018 Minutes |
| 14-17 | Update on 2018 Motions |
| 18 | Financial Statements |
| 19-20 | Income and Expenditure Account |
| 21 | Summary of Income and Expenditure |
| 22-23 | Balance Sheet |
| 24 | Notes to Balance Sheet |

PRESIDENT'S FOREWORD



Many of you reading this Annual Report will be new Councillors having been elected in May this year.

Firstly, congratulations on being elected, and I trust you will find the task both challenging and rewarding.

The years in which Parish Council elections are held bring with them their own challenges for ChALC as they create an increased workload for the staff in the County Office.

Activity has been intense at ChALC. Firstly assisting our local council Clerks as they prepare for the elections and secondly (and perhaps much more demanding) providing a training programme for both newly elected Councillors and Chairmen. ChALC also delivers training in other specialised topics which continues even during those election years.

I believe that training for Councillors is essential and there is even considerable debate at a national level as to whether it should be a mandatory requirement. My personal view is that it should be an obligation that all newly elected Parish and Town Councillors attend a basic training course within the first 12 months of being elected. This need not be an onerous undertaking and ChALC already run Induction Sessions for new Councillors where the commitment is only a full or half day.

Elsewhere in this document you will find an informative report from Councillor Lillian Burns (the ChALC representative on the NALC Assembly) which provides an insight into the level of activity nationally in promoting and supporting the Parish Council sector.

Increasingly many Parish Councils are providing, or looking to provide, services which previously were provided by the Principal Authority. This in turn leads to Clerks and Chairmen seeking more and more complex advice and guidance. Their increased activity creates an increased workload within the County Office. There is a tendency, of which I am also guilty, of taking the County Office for granted. I am sure we all have confidence that our e-mail or telephone call will receive prompt attention. Having been actively involved with NALC for over 20 years I know that in Cheshire we have one of the best resourced County Offices providing an excellent service. The output from the office increases year by year and yet it is provided by three part-time employees who ensure that for most of the normal office hours of 9 to 5 on weekdays there will be a friendly and reassuring voice at the end of the telephone line. It is very rare in Cheshire that callers have to leave a recorded message, and usually when the line is engaged and an early call back is the norm. That is not the case in all County Offices where leaving a recorded message is the norm.

So I wish to take this opportunity which I am sure you will share of saying WELL DONE to Jackie, Nikki and Hazel.

A handwritten signature in black ink, appearing to read 'B. Kerr'. The signature is stylized and written in a cursive-like font.

Brian Kerr OBE
President

CHAIRMAN'S MESSAGE



As well as being Chairman of ChALC (a position I have found both challenging and enjoyable) I am also Chairman of Helsby Parish Council in the Cheshire West and Chester Borough.

I have experienced first hand the trials and tribulations of being a councillor but also the great rewards that come from feeling that you are part of a larger network of activists that want to do something positive for their communities. As mentioned elsewhere in this Report many of us have had elections this year and, among other things, this has meant that we have gained a number of new councillors but we have also lost a number of 'old friends' who have perhaps stood down or have been unsuccessful in being re-elected to their seats. I would like to

take this opportunity to thank those members that are no longer part of our local council community. Without their support and contributions over the years the local council movement would be the poorer.

Our new councillors bring with them their own knowledge and experiences. Some of them will be returning to the local council movement, some will be new to it, and it is perhaps this that causes me pause for concern.

Many of us have worked continuously over the years we have been councillors to try to make sure we do not lose sight of the particular challenges that face parishes in rural areas. You know the kind of issues rural parishes face such as lack of affordable housing; constantly reducing bus services; reduction in verge maintenance and loss of easy access to medical services. We must remain fully aware that some of these issues are contributory to social isolation and loneliness in our communities.

I recently had the opportunity to raise these concerns in person with the Chief Executive of the Cheshire and Warrington Local Enterprise Partnership (CWLEP), Phil Cox, and to encourage the LEP to get rural matters back onto the agenda. With the loss of the European Funding stream which the LEP's Rural Board administered rural matters in general seemed to have attracted less focus and I am pleased to report that there is at least some effort being put into addressing this issue. I will keep up the pressure and make sure that rural issues do not fall off every agenda as we push for growth and business development in Cheshire.

And finally, I would like to take this opportunity to thank you our members for your continued support. Without that there would be no ChALC and I for one think that that would be a sad day for the Town and Parish Councils of Cheshire.

A handwritten signature in blue ink, which appears to read "Stuart Hulse".

Stuart Hulse - Chairman

VICE-CHAIRMAN'S MESSAGE

This year I have been continuing the support to our local Councils affected by HS2a & HS2b both in the CWAC & CEC areas. I have been a regular attendee at the Cheshire and Warrington Local Enterprise Board (LEP LTB) meetings to help ensure matters relating to local councils within the old Cheshire area are heard and not forgotten. Along with the ChALC Chief Officer I also regularly meet with the LEP Chief Executive, Philip Cox, for updates on matters relating to local councils and to facilitate the arrangement of mutual meetings with the LEP to update local councils on Transport generally and the Industrial Strategy in particular for Cheshire. These meetings have been well advertised through the ChALC weekly bulletin and have been well attended with positive feedback from both parties.



With regard to the A51 Action committee, I have sent support letters to Transport for the North & Highways England supporting their case and giving support to their case whenever possible. Currently this has progressed to the route case study stage.

The A55 from Vicars Cross to the junction with the A51 is soon to have major improvements along its length and CW&C has now acquired the funding for it.

The A500 from the M6 to Meremore Moss has progressed well in the last 12 months to the stage that planning permission has been approved, funding sources agreed and contractors to be appointed with a start date to be announced later this year.

Regarding the M56, J11a is going through a review stage and I have been advised that there is still no announcement date set to advise all interested parties of its outcome so I am still chasing on this one.

The M6 J19 improvements to ease traffic flow from the M6 onto the A556 both in the Altrincham and Northwich directions should commence very soon as the contracts are about to be set with an actual commencement date.

We have made sure that the available HS2a information is forwarded to the action group while they have gone through petition stage 1 & 2 and regarding HS2b we have encouraged the local Councils in the central IAG (CWAC area) meetings to express their views and that they are given all the same information as the HS2a councils have had. I have also been supporting the local Councils in the Northern IAG (CEC area) meetings to again encouraging them to express their views and ensuring they are given all the same information as their counterparts. This is especially important as they have just been given revised drawings on interconnections to the proposed HS3 inter link with HS2, along with a major rail head and the maintenance depot at Ashly with a second viaduct near Rosthern to take the HS3 route.

And finally, I attend the quarterly LEP LTB meetings whenever I can to ensure items relevant to local councils are heard and if comment is required I can make it and feed back to the relevant council.

A handwritten signature in black ink, appearing to read 'P.W. Jackson'.

P W Jackson



EXECUTIVE BOARD MEMBERS - October 2019

PRESIDENT

Brian Kerr OBE

VICE PRESIDENTS

Frank Thomas
Frank Walton

CHAIRMAN

Stuart Hulse

VICE-CHAIRMAN

Philip Jackson

ELECTED BOARD REPRESENTATIVES:

Lillian Burns
Terry O'Neill
Francis Tunney

John Cornell
David Rowlands

Judith Critchley
Colin Todd

CHESHIRE EAST REPRESENTATIVE

Cllr Steven Edgar

CHESHIRE WEST & CHESTER REPRESENTATIVE

Cllr Mike Jones

CHESHIRE COMMUNITY ACTION REPRESENTATIVE

John Heselwood

SOCIETY OF LOCAL COUNCIL CLERKS REPRESENTATIVE

Adam Keppel-Green

FINANCE COMMITTEE MEMBERS

Terry O'Neill (*Chairman*) Philip Jackson
David Rowlands Frank Walton

Judith Critchley

PREPARATION OF MANAGEMENT ACCOUNT

J D H Business Services Ltd
94a Wrexham Road
Mold
Flintshire
CH7 1HG

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INTRODUCTION

General Overview

This year has seen a number of challenges for the Town and Parish (Local) Councils of Cheshire not least of which has been the elections in the Boroughs of Cheshire East and Cheshire West and Chester.

Prior to the elections ChALC offered support to Local Councils in the form of downloadable leaflets and informative brochures about the role of the Councillor to help encourage more people to stand for election. Most Councils rose to the challenge and there were two that did not hear the messages and thought that elections did not apply to them. We are working with the Borough Councils to assist both these Councils to get back on track.

For many Councils it has been 'business as usual' with a large number of our Councillors having stood for re-election. But as there is also a significant number of new Councillors we have been actively encouraging them to undertake training by providing a range of (hopefully) attractive training opportunities which we promote through the website and in the weekly round up of news in the e-bulletin.

As the year progresses and Local Councils get back into the regular swing of business Councils in Cheshire East are beginning to think about their interaction with and responses to the Borough Wide Community Governance Review. This is an exciting opportunity for those Councils who consider that their democratic arrangements are not quite right for them. Maybe they have too many (or too few) seats on their Council or maybe with recent housing developments their boundaries have become somewhat illogical. ChALC will continue to make sure there is sufficient information and opportunity for all views to be heard.

The 'usual business' of Local Councils continues with key areas of concern centred around employment issues, Code of Conduct and the arrangements for external Audit. We offer a great deal of support to local councils around employment largely due to the steady turnover of Clerks. Vacancies are regularly advertised both on our website and in our weekly e-bulletin.

One notable indicator of the level of activity of our local councils is the amount of borrowing in the County. The past year has seen some £569,580 in applications to the Minister of Housing Communities and Local Government (MHCLG) for Borrowing Approval for capital projects. Notably the refurbishment of a community building, conversion of a public toilet building and purchase of land for car parking. Of course not all activity is funded by borrowing but it is an indicator of the level of investment our Local Councils are making.

We have also facilitated a number of general meetings to develop the relationships between local councils and other partners such as the Sandstone Ridge Partnership, Cheshire West and Chester and Cheshire East Councils in the form of parish conferences. We also promote regular meetings between local councils and the Police and Crime Commissioner and representatives of HS2, HS2b and the M6 Smart Motorway Teams.

There has been some interest over the past year in the Local Council Award Scheme with both Alsager Town Council and Goostrey Parish Councils achieving Foundation Status. We continue to both promote and support the scheme and details can be found on the ChALC website.



Training

Training

Training and general development of local councils forms an important part of the work that we do and represents a valuable source of income to ChALC.

During the current year we have managed not to increase the cost of our training sessions and are able to offer (to anyone from a member council) a half day session for £35 or a full day for £75. We believe this is excellent value as it is for a full day of training and is also inclusive of materials, lunch and all other refreshments.

It is our aim to ensure that this remains affordable for even the smallest of councils. Clerks and Councillors from non-member councils can also access the training on offer but they pay a premium for attendance - currently £60 for a half day or £125 for a full day. We hope that this acts as some encouragement to take up membership and in any event it demonstrates some of what ChALC has to offer those Councils in membership.

Probably due to the large number of new councillors this year we have had several requests to deliver in house, bespoke training. Where a Council has a large number of new councillors it is clear to see the logic in delivering training in this way, but we also recognise that one benefit of joining a wider group for general training is lost - that is the ability to network and learn from your peers.

Again, due to the current cohort of councillors (with a considerable number of them being new to the sector) training on Code of Conduct was prevalent. We also need to take account of the different Codes that have been adopted. CW&C Council and CE Councils both have different Codes therefore training needs to be delivered for both.

The programme we offered over the year included:

- Preparing for elections
- Effective appraisals, motivation and staff management
- Code of Conduct - Cheshire East
- Code of Conduct - Cheshire West and Chester
- Local Council Finance and VAT
- Planning - Development and Control
- Planning – Strategic
- Chairmanship
- Advanced Chairmanship
- Induction for new clerks and councillors
- Developing the role of Councillor
- The role of the Councillor
- Health and Safety
- Transport Strategy for Cheshire

Each year we publish the calendar of sessions on our website and promote each one as it approaches. We remain open to suggestions of additional or different sessions.

National Association of Local Councils

Report from the NALC Representative—Cllr Lillian Burns

As always, the National Association of Local Councils (NALC) has been incredibly busy promoting Town and Parish Councils and their work to government, the Local Government Association and the wider world, servicing the needs of the Local Councils by producing legal topic notes and various publications, answering complex legal queries and organising conferences and field trips to Councils with outstanding stories to tell.

NALC also works with and alongside the Society of Local Council Clerks (SLCC) as and when appropriate and it regularly responds to major consultations and calls for evidence from parliamentary bodies and others.

Most recently NALC has welcomed government promises to strengthen the role of local councils and it has been supporting calls by a House of Lords Committee, the Rural Coalition – of which it is a member - and a number of other bodies for there to be a national Rural Strategy. In addition, NALC has been following the climate change agenda, noting that over half of principal authorities have now declared a climate emergency and over 20% of Local Councils have done the same.

In August NALC published updated Model Financial Regulations and has been feeding into an independent review into local government audits which will report in December. It is due, any time now, to announce the results of a piece of research work it has been carrying out into the Local Elections which took place in May. (This may in fact have happened by the time this ChALC annual report is published). And, in September NALC became an official dementia friendly organisation, calling - at the same time - for all local councils to follow suit.

This year NALC did not hold a ‘Lobby Day’ of parliament, something it has done for several year now, whereby it chose to focus on certain matters identified as being of particular concern at the time. It was felt that, with the disruption caused by Brexit, it was better to give that initiative a rest and to revive it in 2020.

When the ChALC annual meeting takes place on October 24th, it will be just a few days before the two-day NALC annual conference in Milton Keynes. This annual event is open to any Parish Councils and Councillors who wish to attend it and who register for it. Details are on the NALC website (www.nalc.gov.uk). As the official ChALC representative on the NALC National Assembly, I will be attending the conference along with ChALC’s president, chair and vice chair. The president, Brian Kerr, is a former national chair of NALC and currently one of their vice presidents.

I have continued to serve this year, as I have for the previous two, on NALC’s Policy Committee and the Smaller Councils Committee. (I was successful, via the Policy Committee, in getting all the recommendations from the Neighbourhood Plan report I wrote last year accepted as national policy). I was also elected recently as NALC’s representative on the Rural Services Network. I have made many other contributions, particularly to national consultation responses, and written articles for NALC’s own publication, ‘Local Council Review’.

It is very stimulating to be involved at the national level and I do feel I am able to make worthwhile contributions. I hope to be able to continue as your NALC representative for some time to come.

LILLIAN BURNS

Annual Meeting 2018 - Minutes

Minutes of the Annual Meeting held on Thursday 25th October 2018 at Middlewich Town Hall, Middlewich.

EXECUTIVE MEMBERS PRESENT: Brian Kerr; Stuart Hulse; Philip Jackson; Terry O'Neill; Hugo Deynem; Lilian Burns; Judith Critchley; John Cornell; Steve Ranger; David Rowlands; Colin Todd; Francis Tunney and Frank Walton

Together with representatives from the following Councils: -

| | | | |
|-----------------------------|---------------------------------|-------------------------|---|
| Allostock Parish | Alsager Town | Antrobus Parish | Bulkeley & Ridley Parish |
| Calveley Parish | Capenhurst & Ledsham Parish | Chelford Parish | Cheshire West & Chester |
| Chorley Parish | Church Minshull Parish | Clotton Hoofield Parish | Cuddington Parish |
| Elton Parish | Frodsham Town | Goostrey Parish | Great Boughton Parish |
| Great Budworth Parish | Great Warford Parish | Hartford Parish | Haslington Parish |
| Helsby Parish | Hight Legh Parish | Holmes Chapel Parish | Hulme Walfied & Somerford Booths Parish |
| Lach Dennis Parish | Malpas Parish | Mickle Trafford Parish | Middlewich Town |
| Neston Town | No Mans Heath Parish | Odd Rode Parish | Over Alderley Parish |
| Peover Superior Parish | Pott Shrigley Parish | Poynton Town | Prestbury Parish |
| Sandbach Town | Saughall & Shotwick Park Parish | Snelson Parish | Sutton Parish |
| Tarvin Parish | Tattenhall & District Parish | Tilston Parish | Upton By Chester & District Parish |
| Utkinton & Cotebrook Parish | Weston & Basford Parish | Willaston Parish | |

The President, Brian Kerr, said that this was his 25th ChALC Annual Meeting and out of all the venues he had attended he always enjoyed returning to Middlewich. He welcomed all guests to the meeting and in particular the Mayor of Middlewich Town Council, Cllr Bill Walmsley and his consort Cllr Bernice Walmsley. He invited the Mayor to say a few words of welcome.

The Mayor, on behalf of Middlewich Town Council, welcomed everyone to Middlewich and thanked everyone present for attending. He said there was a busy agenda for what should be a good meeting.

The President said that next week would be the NALC AGM and it has been an eventful year. NALC had managed to effect a welcome change in the legislation with regard to Data Protection Officers.

He also mentioned that Northwich Town Council has been shortlisted for Star Council Award, the results of which will be announced at the NALC AGM next week.

In addition, Northwich Clerk, Chris Shaw, has also been nominated for the award of Clerk of the year. He asked the representatives to join with him in wishing the Council and Chris the very best of good fortune.

APPROVAL OF THE MINUTES OF 19 OCTOBER 2017 ANNUAL MEETING

The minutes of the Annual Meeting held on Thursday 19th October 2017, having been circulated prior to the meeting, were taken as read and offered for approval.

ii/18 RESOLVED that the minutes be agreed unanimously .

PRESENTATION OF THE ANNUAL REPORT

The Chairman, Cllr Stuart Hulse, invited members to note the content of the Report and to formally receive it.

Cllr Rowlands asked about the NALC grant of £42k as he thought people may wonder about it and was advised by the President that this would be covered by Cllr O'Neill when he presented the accounts.

ii/18 RESOLVED that the Annual Report for the year ending 31st March 2018 be accepted and duly adopted.

Annual Meeting 2018 Minutes

PRESENTATION OF ACCOUNTS

Cllr Terry O'Neill, Finance Committee Chairman, presented the accounts for approval. He drew members attention to the fact that ChALC finished the year with a healthy surplus of £11,713.

He then referred to the large figure under 'Transparency Fund Grant'. He explained that although ChALC received a management fee for administration of the fund of £3,330, the fund itself was for distribution to smaller local councils in Cheshire to enable them to comply with the obligations of the Transparency Code.

Cllr O'Neill said that although the Association is in a healthy position we are mindful of possible changes in funding, for example from Principal Authorities.

iii/87 RESOLVED that the Accounts for the year ending 31st March 2018 were approved.

SETTING OF SUBSCRIPTIONS FOR 2019-20

Cllr O'Neill invited representatives to consider the Executive Board recommendation that based on a reasonable surplus for the current year and that the Association was holding healthy reserves that there should be no increase in the affiliation fee.

iv/18 RESOLVED that there be no increase in the Affiliation Fee for the forthcoming year.

ELECTION OF OFFICERS OF THE ASSOCIATION

The Chairman, Stuart Hulse, invited members to support the Executive Board's recommendation that the current President and Vice-Presidents be re-elected until the Annual Meeting 2019

v/18 RESOLVED that the Officers of the Association for the ensuing year be as follows:

| | | |
|-------------------------|--------------|--------------|
| President: | Brian Kerr | |
| Vice Presidents: | Frank Thomas | Frank Walton |

The President reminded representatives that the constitution provides that 3 members each year should stand down. The following Board Members have stood down:

Alan Holder, Stuart Hulse and Peter Bulmer

The President said that only 1 Nomination had been received, Cllr S Hulse, and he formally declared that Cllr S Hulse was therefore re-elected to the Executive Board.

vi/18 RESOLVED that the Cllr Stuart Hulse be re-elected to the Executive Board

MOTIONS FROM MEMBER COUNCILS

The following motions were debated by those present, and it was agreed that where the motions were borough specific, ChALC would as a matter of course apply them to the ChALC sub-region as appropriate.

Upton by Chester Parish Council

This meeting calls upon the Cheshire Association of Local Councils to represent Town and Parish Councils, in calling for a change to legislation regarding the Annual Parish Assembly; modern communication systems mean it is no longer necessary to 'assemble' in order for comments, information and discussion to be passed on.

Proposer: Cllr Sarah Temple - Helsby

Seconder: Cllr David Rowlands – Mickle Trafford

This motion was lost.



Annual Meeting Minutes 2018

Tattenhall and District Parish Council:

This meeting calls upon the Cheshire Association of Local Councils to lobby Cheshire West and Chester Borough Council to ask them to reconsider the implementation of a blanket 20mph speed limit across large areas of the Borough. Whilst Tattenhall & District Parish Council does have concern for all road users this policy is being imposed without proper process and without evidence of need on ALL the proposed routes. The ad hoc selections will cause confusion and will not improve safety on the roads.

Imposing this £800,000 vanity policy without consulting the Parish Councils sets a dangerous precedent which erodes the democratic process and raises concerns as to what other policies may be imposed in the future

Proposer: Cllr Carol Weaver

Seconder: Cllr Pat Black

A number of people spoke from the floor in support of the motion, including councillors David Rowlands (Mickle Trafford); Sarah Temple (Helsby) and Mike Dixon (Bulkeley and Ridley) and Frank Tunney (Utkinton/ChALC Board).

This motion was carried.

Helsby Parish Council- Motion 1

This meeting calls upon ChALC to ask CWaC to remove the geographical cascade approach to allocation of affordable housing in rural exception sites so it does not include anywhere within the CWaC area or UK-wide but is instead limited to the parish where the rural exception site is located, or adjoining parishes if appropriate. Planning permission for such rural exception sites is only granted because a local need has been demonstrated e.g. by an up-to-date independent housing assessment prepared by, or in collaboration with, the Parish / Town Council. Widening the geographical area beyond the local area leads to exploitation of rural exception site planning policy by speculative developers and does not encourage developers/housing associations to review house prices so they are truly "affordable" for the local community.

Proposer: Cllr Sarah Temple

Seconder: Cllr Stuart Hulse

This motion was carried unanimously.

Helsby Parish Council – Motion 2

This meeting calls upon ChALC to lobby CWaC so that Traffic Regulation Orders for road closures are issued and notified in timely fashion to the relevant Parish / Town Council. Helsby has the example of Old Chester Road and other member councils may have had similar problems.

Proposer: Cllr Sarah Temple

Seconder: Cllr Stuart Hulse

This motion was carried.

Calveley Parish Council

This meeting calls upon the Cheshire Association of Local Councils to lobby both Cheshire East (CEC) and Cheshire West & Chester (CWaC) to work with the Cheshire & Warrington Local Enterprise Partnership (C&WLEP) and Transport for the North (TfN) to initiate, before the end of 2018, the proposed Connectivity Study around the A51 from the A55 to the dual carriageway of the A500 at Nantwich. This study has been in the planning stage for over 12 months and needs only a small amount of money to allow it to begin.

Proposer: Cllr Matthew Waterhouse

Seconder: Cllr F Colton – Clotton Hoofield

Cllr P Jackson spoke in support of this motion on behalf of the ChALC Board.

Annual Meeting Minutes 2018

This motion was carried unanimously.

Malpas Parish Council – Motion 1

This meeting calls upon the Cheshire Association of Local Councils to write to CW&C to request a copy of, or ask for the creation of, a Standard Operating procedure (SOP) to clearly set out how the Borough Council secure payments to Parish Councils that have been created through building scheme initiatives, such as Community Infrastructure Levy, Section 106 payments and New Homes Bonus

Proposer: Cllr Richard Charlton

Seconder: Cllr Tony Day – No Mans Heath

This motion was carried.

Malpas Parish Council – Motion 2

This meeting calls upon the Cheshire Association of Local Councils to write to CW&C and ask them to desist from requesting part payment from Parish councils for works that the Borough Council are obliged to complete.

Proposer: Cllr Richard Charlton

Seconder: Cllr Tony Day – No Mans Heath

Cllr D Rowlands said that Mickle Trafford supported this motion as there is a strong element of double taxation.

The motion was carried.

Cllr Hulse referenced Cllr Burn's publication on Neighbourhood Planning. Hard copies were available earlier in the evening, but he advised that it can also be downloaded from the NALC website. He advised that an electronic copy would be send to members following the meeting.

VOTE OF THANKS

Philip Jackson thanked Cllr Hulse for the work he had done in the past year, in particular in the NW Region. He thanked the members of the Executive Board, the President Cllr Kerr and the Vice Presidents, Cllr Frank Walton and Frank Thomas. He thanked the Finance Chairman Cllr O'Neill and Cllr L Burns who represents ChALC on the NALC Committee. He went on to thank the ChALC Staff team - Chief Officer, Jackie Weaver, and Nikki Hewitt and Hazel Merrill. Finally, he thanked Middlewich for use of their excellent facility; the caterers and everyone for attending.

CLOSING REMARKS

The President, Brian Kerr, concluded the evening by once again thanking everyone for attending and adding that it had been an excellent meeting, he reminded everyone to please fill in the feedback form.

Finally, The President closed the meeting and wished everyone a safe journey home.



Update on Motions from 2018

Tattenhall and District Parish Council:

This meeting calls upon the Cheshire Association of Local Councils to lobby Cheshire West and Chester Borough Council to ask them to reconsider the implementation of a blanket 20mph speed limit across large areas of the Borough. Whilst Tattenhall & District Parish Council does have concern for all road users this policy is being imposed without proper process and without evidence of need on ALL the proposed routes. The ad hoc selections will cause confusion and will not improve safety on the roads.

Response from CW&C: In January 2013, the Department for Transport (DfT) published its revised guidance on Setting Local Speed Limits (Circular 01/2013). This guidance gives Local Authorities the help to implement more consistent speed limits on local roads. At the time, the DfT asked local authorities to consider the introduction of 20 mph speed limits in residential areas.

In January 2016, the Council's Cabinet approved the implementation of 'signed only' 20mph speed limits on residential roads across the borough where mean speeds were recorded less than 24 mph and around schools where the mean speed is less than 30 mph. The 20 mph limits in Cheshire West is intended to deliver significant benefits, including a reduction in average vehicular speeds across those roads that meet the criteria for a 20 mph limit, a reduction in road traffic collisions and encourage more children to walk and cycle to school.

Due to the size, complexity and the resource required, the 20 mph programme is being delivered over a 4 year period with priority in the implementation of areas with the higher number of schools and numbers of recorded injury collisions. The 20 mph programme is not a 'blanket' approach, as those residential roads that do not meet the criteria will not be implemented. It is being rolled out in a structured and systematic manner with the correct procedures and processes being followed.

The change or extension of any speed limit requires the making of a Traffic Regulation Order (TRO). This involves a statutory process with the draft Speed Limit Order that will be formally advertised for objection. If any objections are raised, these have to be considered by the Council through the powers of appropriate delegation before a final decision is taken. If the advertised draft Order is approved, the Council will then implement it and make the required changes to the road signs to make the new speed limit legally enforceable by the Police.

Consultation with the local Member, Parish or Town Council and the local community is key requirement to ensure there is genuine support for any change in speed limit. Approximately two weeks before the TRO is advertised, every resident affected by the change in speed limit receives a letter informing them of the proposal and how to object should they wish to do so. The week prior to this, each local Member for the areas receives an email notifying them of the Council's proposal and the consultation process. This gives Members an opportunity to understand what is being proposed in their areas and assists in answering any concerns raised by local residents.

Appropriate speed limits are determined on road environment and average speed factors. The advice from the DfT criteria is that 20 mph speed limits are appropriate for residential streets and High Streets with average speeds below 24 mph. Cheshire police have said they will support the 20 mph programme of those schemes meeting the criteria and will enforce where there is evidence of non-compliance. As the majority roads within the Tattenhall scheme area have mean speeds below 24mph, we do not envisage that there will be many issues with compliance and therefore requiring little pressure on police resources.

The consultation exercise that was undertaken within the Tattenhall scheme was formally advertised week beginning 3 September 2018 with a closing date of 28 September 2018. Consultation letters were delivered to 641 properties prior to this date and by the end of the closing date, the Council received only 15 responses with 9 of those showing their support for the 20 mph scheme. Finally, a report was presented to the Council's Places Overview and Scrutiny in September 2018 with a full evaluation of the first year 20 mph schemes (36 in total). The results proved to be very positive with reductions in road

Update on Motions from 2018

traffic collisions and average vehicle speed. The evaluation results after the first year schemes can be seen as a good positive indication that the Council's 20 mph programme to date has been successful.

Helsby Parish Council- Motion 1

This meeting calls upon ChALC to ask CWaC to remove the geographical cascade approach to allocation of affordable housing in rural exception sites so it does not include anywhere within the CWaC area or UK-wide but is instead limited to the parish where the rural exception site is located, or adjoining parishes if appropriate. Planning permission for such rural exception sites is only granted because a local need has been demonstrated e.g. by an up-to-date independent housing assessment prepared by, or in collaboration with, the Parish / Town Council. Widening the geographical area beyond the local area leads to exploitation of rural exception site planning policy by speculative developers and does not encourage developers/housing associations to review house prices so they are truly "affordable" for the local community.

Response from CW&C: 'Under Policy SOC2 of the Local Plan Part 1 developers are required to submit evidence of local affordable housing need in order to secure planning permission on Rural Exception sites. This is done either by carrying out a Housing Needs Survey or using data from the Council's Housing Register.

Both these sources provide a snapshot in time. Needs change as it may be several years before the properties are built, or if there is further building in the locality. The inclusion of a cascade to widen the area potential applicants are from, is essential to ensure properties do not remain void for long periods - particularly on resale/relet as the restrictions apply in perpetuity.

In addition schemes which offer intermediate affordable housing are unviable without an option to widen the area and include a repossession clause, as mortgage lenders will not lend on low cost home ownership products without one.

Whilst the Council adopts a standard approach to the application of cascades, it is worth noting that the cascades are amended in areas which have adopted a specific local connection policy in their Neighbourhood Plans. These usually have the effect of lengthening the time the properties are made available only to households with a connection to the parish, although they do eventually widen out to the borough or those in housing need for the reasons stated above.

With regard to the prices charged for accommodation, rents have to be set at a maximum of 80% below market rents and most RPs have policies which set levels more in line with local housing allowance rates, to ensure they remain affordable for local residents. Shared ownership properties are offered to households at the maximum ownership level they can afford to purchase, so lower income households are able to purchase a lower proportion - down to 25%, which rises up to 75% for those more able to pay. For discounted market sale properties, the Council sets the level of discount the properties will be offered at (not the RP or developer) which is based on local incomes at the time planning permission is granted.

However, monitoring of the Local Plan (Part One) has identified that policy SOC2 is not working as intended in that the majority of homes being built are not meeting an affordable local housing need. The policy was initially restricted to registered housing providers undertaking rural exception site schemes so there would be a high degree of confidence that schemes would meet a genuine local need and this would be established through close working with the Parish Council. Through the examination process the policy was amended by the examiner to allow any developer to undertake a rural exception scheme on the basis a local need could be demonstrated. Investigation into recently completed schemes has identified a very low rate of first occupation by people with a local connection to the Parish. In all schemes surveyed this has been less than 50% and on one scheme as low as 15% which points to evidence of local need being flawed and / or overestimated. Through the Local Plan (Part Two) a policy has been introduced that requires the assessment of need to be independent and either prepared by the Parish Council or in collaboration with the Parish Council. The policy also requires first occupation to be by those who can meet the local connection test and thereafter through a geographical cascade approach agreed with the Council.'



Update on Motions from 2018

Helsby Parish Council – Motion 2

This meeting calls upon ChALC to lobby CWaC so that Traffic Regulation Orders for road closures are issued and notified in timely fashion to the relevant Parish / Town Council. Helsby has the example of Old Chester Road and other member councils may have had similar problems.

Response from CW&C: ‘CW&C Highways department is currently reviewing its road closure process to try, where operations allow, to give as much notice as possible to parish councils. There is more than one way available to the Council to close a road and the information below outlines the different types.

For temporary road closures, using powers contained in section 14 of the Road Traffic Regulation Act 1984 Traffic Authorities may restrict or prohibit traffic by Order because of works on or near the road; danger to the public; or litter picking.

The timeframe in the regulations for Orders is as follows:

1. Not less than seven days before making an Order, publish notice of intention to do so, including details of alternative route.
2. Give notice to Police, Fire Authority and any affected (eg neighbouring) Traffic Authority.
3. Within 14 days of making the Order publish another notice that Order has been made (implicitly before it comes into effect).
4. If desirable to give adequate publicity, a notice shall be displayed in a prominent position at each end of the length of road to which the Order relates, and before the restriction comes into force place traffic signs in such positions to give adequate information to persons using the road.

Whilst the above method gives the most notice, due to unforeseen circumstances and work pressures invariably the method outlined below is often used.

Traffic Authorities may restrict or prohibit traffic by **Notice** so that where necessary the closure can come into force without delay. Note: this notice is not published in the press but noticed to specific bodies (eg Police). Also without delay can be interpreted as without the needed to make an Order. **This can therefore be used for planned works of short duration, and it what is normally used for works lasting upto 5 days in duration.**

The timeframe for **notices** is as follows:

1. Not later than the date of issue give notice to the Emergency Services, other affected (neighbouring) Traffic Authority .
2. If desirable to give adequate publicity a notice shall be displayed in a prominent position at each end of the length of road to which the Order relates.
3. Before the restriction comes into force place traffic signs in such positions to give adequate information to persons using the road.

As most short duration road closures are by notice, it is often the case that Parish Council's are only notified a few days before the closure comes into force.

NOTE : Other road closure for special events under section 16A of the Road Traffic Regulation Act 1984 or Section 21 of the Town Police Clauses Act 1847 do not have a prescribed procedure for making an Order. It is our intention to have the changes from the review in place during the next six months.'

Calveley Parish Council

This meeting calls upon the Cheshire Association of Local Councils to lobby both Cheshire East (CEC) and Cheshire West & Chester (CWaC) to work with the Cheshire & Warrington Local Enterprise Partnership (C&WLEP) and Transport for the North (TfN) to initiate, before the end of 2018, the proposed Connectivity Study around the A51 from the A55 to the dual carriageway of the A500 at Nantwich. This study has been In the planning stage for over 12 months and needs only a small amount of money to allow it to begin.

Update on Motions from 2018

Issue raised with Phil Cox of the CWLEP.

March 2019 LEP Board confirmed funding of £400K for preparing business cases for projects such as the A51, A49 and others (8 in total). The Transport Advisory Group will have to prioritise these and it will have to come back to the Board for approval.

The LEP is trying to engage with Transport for the North and Highways England to encourage their buy-in with the projects.

It was agreed that ChALC would write to TfN to further encourage their support. An E-mail from Philip Jackson to David Levene (Policy and Strategy Officer (Transport for the North)) resulted in opportunity to raise the issue with Owen Wilson - Major Roads Strategy Manager.

Philip Jackson wrote to Owen Wilson and the response received indicated that they were supportive in principle, willing to share information but had nothing financial to invest.

Malpas Parish Council – Motion 1

This meeting calls upon the Cheshire Association of Local Councils to write to CW&C to request a copy of, or ask for the creation of, a Standard Operating procedure (SOP) to clearly set out how the Borough Council secure payments to Parish Councils that have been created through building scheme initiatives, such as Community Infrastructure Levy, Section 106 payments and New Homes Bonus.

Reply from CW&C: CW&C planning service deal with Community Infrastructure Levy (CIL) and the Section 106 (S.106) processes.

In terms of the S.106 payments, the process for payment will be done via bank transfer (BACS) but organising a SOP on how the Council secures contributions to parishes would be extremely difficult. S.106 agreements (often known as planning obligations) are legal agreements between a council and developers and are linked to a specific planning permission, which make a development proposal acceptable in planning terms that would not otherwise be acceptable. Any financial contribution secured through a S.106 is required to be spent in strict accordance with the specific wording in each agreement and this alone requires a response for each case tailored around the specific wording in the relevant S.106.

In terms of CIL, the SOP that has been operating for the past year is attached. CIL payment amounts are regulated by national legislation and are dependent on the number of CIL chargeable developments that take place in each parish. Full guidance on this is available on the Council website (the link to this page is available in the attached document). Payments are made bi-annually in late March and late September. A copy of the SOP was made available.

Malpas Parish Council – Motion 2

This meeting calls upon the Cheshire Association of Local Councils to write to CW&C and ask them to desist from requesting part payment from Parish councils for works that the Borough Council are obliged to complete.

Response from CW&C: 'Where the Council delivers services such as street cleaning, grass cutting etc on land that it owns, there are no recharges to third parties to cover the cost of this work. However, where such services are delivered on land that is not owned by the Council then a charge is levied for the cost of the work. This applies to land owned by Parish and Town Council's as well as private owners. On that basis, recharges should only be applied to parish councils where they own the land rather than the Council.'



NOTES

A series of horizontal dotted lines for writing notes.

Cheshire Association of Local Councils

Annual Accounts

2018/2019

These accounts have been prepared in accordance
with the information and explanations received.

JDH Business Services Limited



INCOME

CHESHIRE ASSOCIATION OF TOWN AND PARISH COUNCILS

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2019

| INCOME | 2018 | 2019 |
|---|----------------|----------------|
| Affiliation Fees | 88,385 | 93,221 |
| Sales of Literature | | |
| Reviews | 462 | 513 |
| Handbook and Sundries | <u>405</u> 867 | <u>10</u> 523 |
| Bank Interest Received | | |
| National Savings Bank & Other | 501 | 774 |
| Other Income: | | |
| Annual Meeting | 600 | 350 |
| Courses | 19,035 | 10,974 |
| Northern Group | | 1,560 |
| Newsletter inclusions and distribution | 200 | 100 |
| Miscellaneous | 39 | 421 |
| Local Council Awards Scheme | 430 | 350 |
| NALC Grants | 0 | 0 |
| Transparency Fund Grant | 63,461 | -11,198 |
| Transparency Fund Admin Grant | 3,334 | 0 |
| Other Grants | 0 | 0 |
| SLA | 31,817 | 31,728 |
| | <u>208,668</u> | <u>128,802</u> |

EXPENDITURE

EXPENDITURE

| | | |
|---|----------------|----------------|
| Affiliation Fees to National Association | 23,461 | 25,288 |
| Salary Cost (inc NI etc) | 76,164 | 64,544 |
| Postage | 478 | 46 |
| Telephone | 2,063 | 1,588 |
| Printing, Stationery and Photocopier | 1,665 | 1,820 |
| Donations | 15 | 15 |
| Accountancy fee | 1,028 | 1,091 |
| Area Secretaries Honoraria | 0 | 0 |
| Annual Meeting Expenses | 1,043 | 950 |
| Courses | 9,702 | 4,888 |
| IT | 2,186 | 1,157 |
| Travel & Meeting Expenses: | | |
| Conferences | 0 | 0 |
| Meeting Expenses | 970 | 814 |
| General travel Exp | 4,010 | 4,560 |
| Refreshments | 157 | 0 |
| Chairman/Vice-Chairman allowance | 550 | 550 |
| Premises Rental | 8,496 | 8,496 |
| Heating & Maintenance | 210 | 0 |
| Insurance | 355 | 355 |
| Miscellaneous | 1,103 | 1,765 |
| Purchase of Literature | | |
| Reviews | 374 | 792 |
| Handbooks and Supplies | 473 | 10 |
| World Rural Women's Day | 0 | 0 |
| Northern Group Admin Fund | 104 | 1,518 |
| Transparency Code | 60,914 | 0 |
| Equipment repairs, renewals & minor items | 34 | 913 |
| Depreciation - office equipment | 1,402 | 1,245 |
| | <u>196,955</u> | <u>122,404</u> |
| Surplus for the year | 11,713 | 6,398 |



SUMMARY OF INC AND EXP ACCOUNT

Summary of Income and Expenditure Account for 2018/2019

World Rural Women's Day - Restricted Fund

| | |
|-------------|----------|
| Income | 0 |
| Expenditure | <u>0</u> |
| Surplus | <u>0</u> |

Northern Group - Restricted Fund

| | |
|-----------------|--------------|
| Income | 1,560 |
| Expenditure | <u>1,518</u> |
| Surplus/Deficit | <u>42</u> |

Ring Fenced NALC Parishing Toolkit Project

| | |
|-----------------|----------|
| Income | 0 |
| Expenditure | <u>0</u> |
| Surplus/Deficit | <u>0</u> |

Designated Fund - Equipment

| | |
|-----------------|-------------|
| Income | 0 |
| Expenditure | <u>913</u> |
| Surplus/Deficit | <u>-913</u> |

Designated Fund - Premises

| | |
|-----------------|----------|
| Income | 0 |
| Expenditure | <u>0</u> |
| Surplus/Deficit | <u>0</u> |

General Reserve

| | |
|-----------------|----------------|
| Income | 127,242 |
| Expenditure | <u>119,973</u> |
| Surplus/Deficit | <u>7,269</u> |

BALANCE SHEET as at 31st MARCH 2019

BALANCE SHEET AS AT 31ST MARCH 2019

| | 31/03/2018 | | 31/03/2019 | |
|---|--------------|-----------------------|--------------|-----------------------|
| | £ | £ | £ | £ |
| <u>FIXED ASSETS</u> | | | | |
| Office Equipment | | | | |
| Cost | 1,643 | | 4,256 | |
| Additions in year | 4,015 | | 0 | |
| Depreciation | <u>1,402</u> | | <u>1,245</u> | |
| | | 4,256 | | 3,011 |
| <u>CURRENT ASSETS</u> | | | | |
| Debtors and Prepayments | 14,289 | | 10,719 | |
| Cash at Bank and in Transit | | | | |
| Current Account | 55,099 | | 59,772 | |
| National Savings Account | 106,741 | | 107,515 | |
| County Training Partnership Account | 13,572 | | 16,733 | |
| Cash in transit | <u>0</u> | | <u>0</u> | |
| | 189,702 | | 194,739 | |
| <u>LESS CURRENT LIABILITIES</u> | | | | |
| Receipts in Advance | 2,957 | | 0 | |
| Sundry Creditors and Accruals | <u>824</u> | | <u>1,175</u> | |
| | 3,781 | | 1,175 | |
| CURRENT ASSETS LESS CURRENT LIABILITIES | | <u>185,921</u> | | <u>193,564</u> |
| | | <u>190,177</u> | | <u>196,575</u> |

BALANCE SHEET AS AT 31st MARCH 2019

FINANCED BY:

General Reserve

| | | |
|--|----------------|----------------|
| Balance as at 1 April | 126,028 | 132,816 |
| Transfer to Equipment designated fund | -5,000 | -5,000 |
| Transfer to Premises designated fund | -5,000 | -5,000 |
| Transfer to Northern Group restricted fund | 0 | 0 |
| Transfer to WRWD fund | 0 | 0 |
| Transfer from WRWD fund | 0 | 0 |
| Transfer from Equipment designated fund | 3,714 | 0 |
| Transfer from Premises designated fund | 0 | 0 |
| Transfer from Northern Group restricted fund | 60 | 120 |
| Transfer from NALC Parishing Toolkit Project | 1,197 | 0 |
| Surplus for the year | 11,817 | 7,269 |
| | <u>132,816</u> | <u>130,205</u> |

Designated Fund

Equipment

| | | |
|----------------------------------|---------------|---------------|
| Balance as at 1 April | 13,146 | 14,432 |
| Contribution to fund during year | 5,000 | 5,000 |
| Transfer to general reserve | -3,714 | 0 |
| Surplus for the year | | -913 |
| | <u>14,432</u> | <u>18,519</u> |

Premises

| | | |
|----------------------------------|---------------|---------------|
| Balance as at 1 April | 35,084 | 40,084 |
| Contribution to fund during year | 5,000 | 5,000 |
| Transfer to general reserve | 0 | 0 |
| Surplus for the year | 0 | 0 |
| | <u>40,084</u> | <u>45,084</u> |

Restricted Funds

Fund held on behalf of World Rural Women's Day

| | | |
|-------------------------------|--------------|--------------|
| Balance as at 1 April | 2,649 | 2,649 |
| Transfer to General Reserve | 0 | 0 |
| Transfer from General Reserve | 0 | 0 |
| Surplus for the year | 0 | 0 |
| | <u>2,649</u> | <u>2,649</u> |

Fund held on behalf of the Northern Group

| | | |
|---------------------------------------|------------|------------|
| Balance as at 1 April | 359 | 195 |
| Cheshire Association Funding Transfer | -60 | -120 |
| Surplus for the year | -104 | 42 |
| | <u>195</u> | <u>117</u> |

Ring Fenced NALC Parishing Toolkit Project

| | | |
|------------------------|---------|---------|
| Balance as at 1 April | 1,197 | 0 |
| Surplus for the year | 0 | 0 |
| CHALC share of funding | -1,197 | 0 |
| | <u></u> | <u></u> |

| | | |
|--------|----------------|----------------|
| Totals | <u>190,177</u> | <u>196,575</u> |
|--------|----------------|----------------|

NOTES TO BALANCE SHEET

Notes to Balance Sheet

£

Creditors

| | |
|-----------------------|-------|
| 18/19 Accountancy fee | 630 |
| 18/19 Payroll fee | 330 |
| Northern Group | 215 |
| | <hr/> |
| | 1175 |

Prepayment

| | |
|---------------------|-------|
| Conferences/courses | 0 |
| Rent | 708 |
| | <hr/> |
| | 708 |

Receipt in Advance

| | |
|------------------------|-------|
| 17/18 Affiliation fees | 0 |
| LCR | 0 |
| | <hr/> |
| | 0 |

Debtors

| | |
|------------------|-------|
| Courses | 875 |
| Northern Group | 240 |
| CW&C SLA | 8500 |
| NALC overpayment | 396 |
| | <hr/> |
| | 10011 |

Depreciation

Method of depreciation is straight line over 4 years