

SWETTENHAM PARISH COUNCIL
Minutes of the meeting of the Parish Council held at Swettenham Club on
23rd September 2019

Present:	Councillors Andow, Shaw, Keen, Mrs Kirk and Mrs Martin; Clerk & RFO, Mrs P Sturrock, CEC Cllr Wray																															
Item	Detail	Action																														
1	Apologies: None																															
2	Declaration of interest. Cllr Andow declared an Interest in Item 6 b.v. as a Member of the St Peter's Parochial Church Council and would abstain from the vote																															
3	Minutes of the meeting of the Parish Council held on 15 July 2019 The minutes of the meeting of the Parish Council held on 15 July were accepted. . Proposed: Cllr Shaw Seconded: Cllr Mrs Martin Carried Unanimously																															
4	Public Forum: There were no questions from members of the public.																															
5	Matters Arising: A report was made of a private ticketed event for a maximum of 150 ticketholders at the end of a single-track lane in the village held at the end of August. There were traffic issues for the residents of the lane caused by the number of vehicles attending. The police had been notified and it had appeared that more than 150 had attended. The regulations regarding such events need to be clarified and there is a need to monitor numbers if such an event reoccurs.																															
6	<p>Finance:</p> <p>a. Finance Report to September 2019 The RFO had produced a financial report for the period to 23 September 2019 showing balances of £4544.10 in the current account, after approval of payments on the agenda, and £2031.69 in the reserve account. The second payment of the Precept of £1871.50 has been received. The website hosting fees remain the same as last year and include £25 VAT which the Parish Council will be able to reclaim. The Clerk reported that a request had been received from the Acting Treasurer of St Peter's Church for an increase in the Churchyard Maintenance Grant for 2020 and this would be added to the Agenda for the next meeting for discussion</p> <p>b. Payments</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">i. Payment of Clerk's salary – August September 2019</td> <td style="width: 5%; text-align: center;">-</td> <td style="width: 15%; text-align: right;">£366.42</td> </tr> <tr> <td>ii. Clerk's Website staffing costs – August - September 2019</td> <td style="text-align: center;">-</td> <td style="text-align: right;">£63.42</td> </tr> <tr> <td>iii. Payment of Clerk's Expenses from 01 April 2019 to date (including cemetery water charges of £7.93)</td> <td style="text-align: center;">-</td> <td style="text-align: right;">£105.82</td> </tr> <tr> <td>iv. Swettenham Club – Room Hire for three meetings -</td> <td></td> <td style="text-align: right;">£105.00</td> </tr> <tr> <td colspan="3" style="text-align: right;">First four payments Proposed: Cllr Shaw Seconded: Cllr Mrs Martin Carried Unanimously</td> </tr> <tr> <td>v. St Peter's Church Churchyard Maintenance Grant -</td> <td></td> <td style="text-align: right;">£260.00</td> </tr> <tr> <td colspan="3" style="text-align: right;">Proposed: Cllr Shaw Seconded: Cllr Mrs Martin 4 for; 0 against, 1 abstention. Carried</td> </tr> <tr> <td>vi. Royal British Legion Poppy Wreath donation</td> <td style="text-align: center;">-</td> <td style="text-align: right;">£50.00</td> </tr> <tr> <td>vii. Vision ICT Web hosting charges (incl VAT) -</td> <td></td> <td style="text-align: right;">£150.00</td> </tr> <tr> <td colspan="3" style="text-align: right;">Final three payments Proposed: Cllr Shaw Seconded: Cllr Mrs Martin Carried unanimously</td> </tr> </table>	i. Payment of Clerk's salary – August September 2019	-	£366.42	ii. Clerk's Website staffing costs – August - September 2019	-	£63.42	iii. Payment of Clerk's Expenses from 01 April 2019 to date (including cemetery water charges of £7.93)	-	£105.82	iv. Swettenham Club – Room Hire for three meetings -		£105.00	First four payments Proposed: Cllr Shaw Seconded: Cllr Mrs Martin Carried Unanimously			v. St Peter's Church Churchyard Maintenance Grant -		£260.00	Proposed: Cllr Shaw Seconded: Cllr Mrs Martin 4 for; 0 against, 1 abstention. Carried			vi. Royal British Legion Poppy Wreath donation	-	£50.00	vii. Vision ICT Web hosting charges (incl VAT) -		£150.00	Final three payments Proposed: Cllr Shaw Seconded: Cllr Mrs Martin Carried unanimously			Clerk
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7	<p>Cemetery & War Memorial</p> <p>a) The Cemetery charges were considered by the Council and in view of the fact that these had been last increased in 2017 it was resolved that the charges should be amended in accordance with the revised list of charges attached Proposed: Cllr Mrs Martin Seconded: Cllr Mrs Kirk Carried unanimously</p>	Clerk																														
8	<p>Highways Maintenance & Footpaths/Bridlepaths</p> <p>a) Cllrs Andow Keen and Mrs Kirk had met with the Clerk and Richard Cooper from the Highways department of Cheshire East Council on the 6th September in Swettenham and Kermincham to discuss various issues in the parish regarding road surfaces, potholes and blocked drains. Mr Cooper had taken note and photographs of all the major problems and had assured the Councillors that where there was any element of risk to road users these would be prioritised. The Clerk had followed up the meeting with an email to Mr Cooper setting out the issues discussed and she was asked to chase the matter again.</p>	Clerk																														

	<p>b) A half marathon known as the Cheshire Half had taken place on the 1st September with several road closures in the parish. Many residents on the affected roads had been given no prior notification from the organisers and the first they knew of the road closures were signs erected a couple of days before the race. Access and egress to and from the affected properties was denied for a period of three hours on the day.</p>	
9	<p>Risk Assessment The risk assessment was reviewed and an additional clause was agreed to deal with GDPR Resolved to approve the Risk Assessment as amended Proposed: Cllr Shaw Seconded: Cllr Andow Carried Unanimously</p> <p>The Asset Maintenance report was reviewed. There are no outstanding matters at present</p>	Clerk
10	<p>Correspondence. Correspondence, received since the date of the last meeting, appended to these minutes (but not displayed on the Notice Board), was noted by the Council. CEC Cllr Wray advised the Parish Council that he would forward a letter to the Clerk regarding highway patching. He also advised that a Members Enquiry Service would soon be available to Town & Parish Councils in Cheshire East.</p>	
<p>Date of next meeting. Resolved: to note the date of the next scheduled council meeting as Monday 18 November 2019 which will commence at 7: 45pm.</p>		

SWETTENHAM PARISH COUNCIL**PARISH CEMETERY****CEMETERY FEES & CHARGES****From 1 October 2019****INTERMENTS – BURIALS**

Internment of stillborn baby or child whose age at time of death one year	No Charge
*Internment of child not exceeding 16 years of age at time of death in unbricked grave	£100.00
*Internment of adult (exceeding 16 years of age) in unbricked grave	£250.00

INTERMENTS - CREMATED REMAINS

*Internment of cremated remains in a grave space	£250.00
*Internment of cremated remains in garden of remembrance	£100.00

MEMORIALS - For the right to place the following:

Grave Headstone not exceeding 850mm x 700mm (2' 10" x 2'4") including inscription	£115.00
Garden of Remembrance plot — memorial tablet including inscription	£75.00
Every additional inscription on headstone/tablet	£45.00

OFFICE AND OTHER FEES

Certified extract from Register of Burials	£35.00
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NOTES IN RESPECT OF ABOVE FEES & CHARGES

1. Fees for other services are available, price on application.
2. (*) Non-resident burials shall be accepted subject to evidence being provided of previous residency or close association with the Parish and payment of a "non-resident" supplement of £300 in addition to the above interment fee (All such cases being subject to Parish Council approval).
3. Grave and Ashes plots cannot be reserved and the purchase of Grave/Ashes plots is not allowed.
4. The Parish Council reserves the right to make any alteration to the above Scale of Charges.

Approved 23 September 2019