

MINUTES OF THE TOWN COUNCIL MEETING HELD AT 8.00 PM ON MONDAY 6<sup>TH</sup> MARCH 2023 AT THE CIVIC HALL POYNTON

PRESENT

Mayor: Cllr H Whitaker

Cllrs: P Bailey, M Beanland, D Belcher, K Booth, L A Clarke, S Lees, P Oakes, L Podmore, M Sewart, Mrs J Sewart, T Swatridge, J Waterhouse and Mrs N Wylie,

Officers in attendance: H Barlow (Town Clerk) and Kate McDowell (Deputy Clerk)

89. To note, if anyone attending, or present, at the committee meeting is making, or intends to make, an audio recording or film of the meeting.

The Mayor confirmed that the meeting is recorded for the purpose of minute taking and the recording is deleted when the draft minutes are agreed. There were no other declarations of a recording of the meeting.

90. Questions from members of the public

There were no members of the public present.

91. Apologies for absence

Cllrs, Mrs. Sarah-Jane Gilmore, M Blackie, K Woolley and Mrs J Saunders, Nicky Wylie arrived late. Cllr Mrs J Saunders, Cllr Blackie.

92. Declarations of disclosable pecuniary or other interests

There were no declarations of pecuniary or other interests.

93. To approve as a correct record the minutes of the Town Council meeting held on 12<sup>th</sup> December 2022

Cllr Mrs J Sewart pointed out that Cllr P Bailey is Deputy Mayor not Mayor and the document was manually amended.

**RESOLVED: That the minutes of the Town Council meeting held on 12<sup>th</sup> December 2022 are approved with the amendment regarding the deputy Mayor as Chair as an accurate record (1abs)**

94. To review the action log for 2022 – 2023

The Clerk drew the members attention to two outstanding actions.

- Communication message regarding the CCTV Camera. The Clerk informed members that this was to be published in the Poynton Update and News (PUN) this week.
- The Clerk was to arrange a meeting with community groups to see what activities would be taking place for the Coronation and to ask businesses if they would like to run an event. A meeting regarding this has been arranged for the 22<sup>nd</sup> March. The Clerk will be speaking to business' on the 15<sup>th</sup> March.

**RESOLVED: That the action log is noted and received (NC)**

95. To consider the application for a grant from 1<sup>st</sup> Poynton Scouts

This application was originally discussed by the COPS Committee. However, it was unclear how much the Scouts were requesting. A grant for Christmas Fest had been miscoded into community grants and it appeared that there were no funds available. The Clerk confirmed that this error had been corrected and £1,200 was now available.

It was noted that Scouts had not attended to speak on the application. However, the Clerk explained that there was no requirement to attend the meeting.

**RESOLVED: That the application for a grant from 1<sup>st</sup> Poynton Scouts is received and £1,200 is awarded (NC)**

96. To note the following actions taken under SO51

- a) to agree a response to the Town Centre Vitality Plan

**RESOLVED: That the actions taken under SO51 are noted (NC)**

97. To receive and note the Mayor's and Deputy Mayor's engagements/announcements

The Mayor gave an overview of the events in her report and gave special thanks to Just – Ice who provided the vouchers for the winners of the Scarecrow competition.

**RESOLVED: That the Mayor's and Deputy Mayors engagements and announcements are received (NC)**

98. To receive and consider the interim internal audit report for 2022/2023 by JDH Business services Ltd and to receive and note the action plan as prepared by the Responsible Financial Officer and agreed by the Finance & General Purposes Committee

The audit report had been shared with the Town Council prior to the meeting and the action plan had been reviewed by the Finance & General Purposes Committee for approval by Town Council.

**RESOLVED: That the interim internal audit report for 2022/2023 by JDH Business Services Ltd is received and the action plan as recommended by the Finance & General Purposes Committee is approved (NC)**

99. To agree the virements as recommended by the Finance & General Purposes Committee

The Clerk outlined the proposed virements as set out in the report.

**RESOLVED: That the following virements as recommended by the Finance & General Purposes Committee are approved (NC):**

**Overspend of van costs (4041 - 202) Estimated £1100 to Tree management (4044 - 202)  
Jubilee Costs £1329.93 (4213 - 102) to Summerfest (4402 - 401)  
John Knight fee £540 is taken from the Planning Appeal Costs EMR (318)  
Move £783 EMR Street Lighting (305) to Street Light Maintenance (4036 – 301)  
Any Poynton in Bloom surplus is moved to Poynton In Bloom EMR (333)**

**That the following virements are made from Earmarked Reserves for the Civic Hall Refurbishment Project:**

<b>CIL</b>	<b>£6,881.35</b>
<b>Air Quality Monitoring</b>	<b>£5,252.00</b>
<b>Civic Hall Maintenance</b>	<b>£45,294.00</b>
<b>Connected Communities</b>	<b>£1,000.00</b>
<b>Community Order &amp; Public Safety</b>	<b>£60,000.00</b>
<b>Rolling Capital Fund</b>	<b>£190,000.00</b>
<b>Village Improvement</b>	<b>£15,882.00</b>

100. To receive a report from the Mayor on a Poynton Youth Town Council Working Group and to approve the remit.

The Mayor outlined her report to members. A member felt that the students should get involved with the working groups that are trying to improve all aspects of Poynton as well as the Town Council Committees. It was suggested that the remit is amended to state “Mayor or other Councillor” in the remit in relation to membership.

**RESOLVED: That the remit of the Poynton Youth Town Council Working Group is approved subject to the suggested amendments being made to include representation at working groups and the wording around the remit being a representative or other from the Council (NC)**

101. To receive and consider the Annual Report for the Annual Assembly meeting on the 13<sup>th</sup> March 2023

The Clerk asked the members if there were any corrections to the annual report before it goes out officially.

The Mayor pointed out that she is mentioned as the Deputy Mayor.

A member asked if page numbers could be added for quick reference.

A member asked if the PUN should be mentioned. The Clerk confirmed that it is mentioned in Communication. Referring to the Poynton Pool Spillway, the wording, there were no such incidents (of flooding), should be changed to, there were no recorded incidents. In a paragraph

referring to the CCST team, the team were also referred to as CCST. The member pointed out that in a paragraph regarding mental health and students a sentence was not quite finished.

**RESOLVED: That the Town Council receive, pending the minor corrections required, and approve the Annual Report for the Annual Assembly meeting on the 13<sup>th</sup> March 2023 (NC)**

102. To receive and consider the guidance on the pre – election period issued by Cheshire East Council for 2023

The Clerk reminded members of the rules for the pre-election period, also known as Purdah and summarised the guidance.

**RESOLVED: That the guidance and rules for Councillors and Town Council Staff during the pre- election period, Purdah, is noted and received (NC)**

103. To receive and consider and approve the new hirers pack.

The Deputy Clerk outlined the changes that have been made to the hirers pack. Members made a few minor suggestions for clarity regarding some wording within the document.

**RESOLVED: That the updated hirers pack with the recommended minor amendments is received and approved (NC)**

104. To receive and adopt the minutes of committees

a) Community, Order, and Public Safety 31<sup>st</sup> October 2022

**RESOLVED: That the minutes of the Community, Order & Public Safety Committee meeting held on 31<sup>st</sup> October 2022 and the resolutions contained therein be adopted by the Town Council (NC)**

b) Facilities, Infrastructure and Economic Development 14th November 2022

Cllr Podmore pointed out that he did attend the meeting. Cllr Podmore was mentioned in apologies. The Clerk will hand amend the error.

**RESOLVED: That the minutes of the Facilities, Infrastructure & Economic Development Committee meeting held on 14<sup>th</sup> November 2022 and the resolutions contained therein be adopted by the Town Council (NC)**

c) Finance & General Purposes Committee 5<sup>th</sup> December 2023

A member pointed out that the date was 2022 not 2023. The Clerk will hand amend the error.

**RESOLVED: That the minutes of the Finance & General Purposes Committee meeting held on 5<sup>th</sup> December 2022 and the resolutions contained therein be adopted by the Town Council (NC)**

d) Management & Establishment Committee 24<sup>th</sup> January 2023

A member pointed out that the date on the agenda should read 23<sup>rd</sup> January. The Clerk will hand amend the error.

**RESOLVED: That the minutes of the Management & Establishment Committee meeting held on 6<sup>th</sup> March 2023 and the resolutions contained therein be adopted by the Town Council (NC)**

**RESOLVED: That the minutes of the Management & Establishment Committee meeting held on 24<sup>th</sup> January 2023 and the resolutions contained therein be adopted by the Town Council (NC)**

e) Planning & Environment Committee 28<sup>th</sup> November 2022

**RESOLVED: That the minutes of the Planning & Environment Committee meeting held on 28<sup>th</sup> November 2022 and the resolutions contained therein be adopted by the Town Council (NC)**

f) Planning & Environment Committee 19<sup>th</sup> December 2022

**RESOLVED: That the minutes of the Planning & Environment Committee meeting held on 19<sup>th</sup> December 2022 and the resolutions contained therein be adopted by the Town Council (NC)**

g) Planning & Environment Committee 9<sup>th</sup> January 2023

**RESOLVED: That the minutes of the Planning & Environment Committee meeting held on 9<sup>th</sup> January 2023 and the resolutions contained therein be adopted by the Town Council (NC)**

h) Planning & Environment Committee 30<sup>th</sup> January 2023

**RESOLVED: That the minutes of the Planning & Environment Committee meeting held on 30<sup>th</sup> January 2023 and the resolutions contained therein be adopted by the Town Council (NC)**

105. To consider a leave of absence for Kenneth Woolley

**RESOLVED: That a leave of absence is granted to Kenneth Woolley to the end of his tenure (NC)**

106. To consider the recommendation from F&GP that the Poynton Festival should become independent of the Town Council

The report had been circulated to Members prior to the meeting and the merits of the Festival becoming independent of the Town Council was discussed.

A member made a recommendation in favour, on the grounds that it removes the Town Council from any responsibility of censoring the acts.

The Mayor drew the members attention to page 2 of the document. If the festival becomes independent of the Town Council, the £180.00 received as registration fees should be transferred

as a donation to Poynton Arts Festival. A member asked where the money would be transferred to. The Clerk confirmed that it would be transferred to Projects for Poynton. The Deputy Clerk confirmed that in the meantime, more money has come to the Town Council which will also be transferred.

**RESOLVED: That the Town Council approve that the Poynton Festival should become independent of the Town Council and any donated fees received would be transferred to the Poynton Arts Festival (13 for, 1abs)**

107. Addition of two items of urgent business under SO19.

It was proposed that two additional items were added to the agenda under SO19, the local bus service and the recruitment of a new member of staff. These items would require action or comment before the next Town Council or relevant Committee meeting.

**RESOLVED: That the two additional agenda items are approved (NC)**

108. Withdrawal of Arriva from Macclesfield bus contract.

The Council had been informed that Arriva were pulling out of their service contract to run the bus service in Macclesfield. Although they didn't run the bus in Poynton concern had been raised by a member that the closure of the depot in Macclesfield could impact on the Poynton bus service. A member suggested that the Town Council contacts Craig Brown at Cheshire East for further information and emphasising the importance of the bus route for residents.

**RESOLVED: That the Town Council contacts Craig Brown at Cheshire East Council regarding the bus service and requesting information on the impact the closure of the depots may have on the Poynton bus service (NC)**

109. Exclusion of the Press and Public

**RESOLVED: That the Press and Public are excluded from the meeting for Part B pursuant to the Town Council's Standing Order 71 (NC)**

110. Recruitment

The Deputy Clerk outlined the recruitment process for the Marketing and events assistance and the selection of the preferred candidate. The Clerk confirmed that the Village Ranger will be retiring at the end of February.

**RESOLVED: That subject to satisfactory references the Marketing & Events Assistant / General Assistant role should be offered to the selected candidate (NC)**

**RESOLVED: That the Clerk will prepare the recruitment documents and suggested recruitment timetable. This will be agreed under SO51 (NC)**

111. To consider any communication messages from this meeting.

- Annual Assembly
- Youth Council

**RESOLVED: That the communication message set out above are agreed.**

Cllr M Sewart paid tribute to the Councilors who will not be standing in the next election and thanked them for their service.

Meeting end time: 21.05pm

Chair .....

Dated.....