

## Rudheath Parish Council and Burial Authority Minutes

**Monthly Council Meeting on Monday 8<sup>th</sup> January 2024 at 7.00 p.m. at The Venue**  
Present: Cllrs Ashbrook (arrived 7.10) Buckley, Curbishley, Dean, Gerrard (Chair), Hancock,  
Johnson, Moore, Povall

- 01.24.1      To receive Apologies  
                 Cllr Wilder
  
- 01.24.2      To receive Declarations of Interest  
  
                  Cllr Gerrard: NTC  
                  Cllr Buckley: Dema Solutions  
                  Cllr Hancock: Dema Solutions  
                  Cllr Dean: NTC & CWAC
  
- 01.24.3      To approve Minutes of the Meeting held on 11<sup>th</sup> Dec, 13<sup>th</sup> Nov, 30<sup>th</sup> Oct  
                  & 21<sup>st</sup> Sept 23 were a true and correct record and will be signed in due course.
  
- 01.24.4      **ACCOUNTS**
- 01.24.4.1    Expenditure - To approve all for January 2024 - £3258,45  
                  Cllr Dean proposed that the expenditure from the main account should be  
                  approved, Cllr Moore seconded. All agreed
- 01.24.4.2    Income - To note funds received for December 2023  
                  Noted
- 01.24.4.3    Expenditure – The Venue to approve all for January 2024 - £957.94. Cllr Dean  
                  proposed that expenditure from the Venue should be approved Cllr Moore  
                  seconded. All agreed
- 01.24.4.4    Income – The Venue note funds received for December 2023  
                  Noted
- 01.24.4.5    The Parish Precept to be set at £57,342 which is an increase of 10.3% on last  
                  year’s. All agreed.
  
- 01.24.5      **CORRESPONDENCE**  
                  The clerk to check with CWAC Highways as to why Shurlach Road is to be  
                  closed on 18.1.24.
  
- 01.24.6      **PLANNING**
- 01.24.6.1    To consider recommendations to planning applications forwarded by Cheshire  
                  West & Chester

Date:.....

Signed.....

Cllr A Gerrard (Chairperson)

- 01.24.62 To note Cheshire West & Chester Decision Notice  
None received
- 01.24.7 **To receive cemetery update**
- 01.24.7.1 Cllr Gerrard to finalise and sort a date out for the consecration of the land within the Cemetery.
- 01.24.8 **To receive Playing Fields update**
- 01.24.8.1 To send a letter to the resident on West Avenue agreeing to the position of the new fence. Cllr Hancock to supply clerk with the correct address.
- 01.24.9 **Networking Event**  
Cllr Dean is holding a networking event for The Venue on 19.2.24 from 6 until 8 pm. It was approved for the council to contribute £150 for the buffet. Also Cllrs Gerrard & Hancock agreed to operate the bar at this event.
- 01.24.10 **VENUE UPDATE**
- 01.24.10.1 To agree to Cllr Dean design for the alteration to the downstairs toilets.
- 01.24.10.2 Cllrs Gerrard and Dean to look at the cost of new sanitaryware instead of Bhygienic Ltd.
- 01.24.10.3 Cllrs Dean & Johnson to monitor the heating oil for the next month.
- 01.24.10.4 Cllr Buckley to see if he can get a contractor to remove the Xmas tree.
- 01.24.10.5 **Update on procurement of Email and internet**  
Cllr Buckley to let the clerk have the photos of Rudheath scenes. Clerk to contact recoded solutions to look into the next steps.
- 01.24.11 CWAC Update (OD) – Nothing to report
- 01.24.12 Date of Next Meeting 12<sup>th</sup> February 2024

Under the Public Bodies (admissions to meetings) Act 1960, the public and press to be excluded for the remainder the meeting because of the likely disclosure of private and confidential information of Staff matters.

**PART B**

- 01.24.B1 Clerk to contact contractors regarding the mess in the undergrowth on St John’s

Date:.....

Signed.....

Cllr A Gerrard (Chairperson)

01.24.B2      To extend the deadline for applications for the Administrator’s role at The Venue until 10<sup>th</sup> February 2024.

01.24 B3      Approved the NALC cost of living payrise for the clerk backdated to 1<sup>st</sup> April 2023.

Meeting closed at 8:15

Date.....

Signed.....

Cllr A Gerrard (Chairperson)

Date:.....

Signed.....

Cllr A Gerrard (Chairperson)

Actions		
Action	By whom	By date
Email amendments to previous minutes	AH/CM	Bef. Jan meeting agenda goes out
Pay in coins at bank	CM	13.12.23
Check FP has ordered more oil	AG	Urgent
Remove and store memorial	AH	Urgent
Print and laminate sign and attach to grave explaining why memorial is removed	AG	Urgent
Agree wording for letters to residents	AG/AH	Urgent
Get quotes for drain surveys	KB/DC/AH	Before January paperwork goes out
Keep looking for suitable chairs	All councillors	Ongoing
Get quotes for new flooring for nursery	AG/AH/TP	Before January paperwork goes out
Confirm repairs to boiler	AG	Urgent
Photos around the village for website	KB	Before January meeting
To arrange for outsourcing payroll to Buxtons	AG	Before January meeting
To provide dates for 2024 Music events	AG	ASAP
Create leaflet for Venue ready for Networking event	OD	Before January meeting
Provide costs for food for Networking event	OD	Before January paperwork goes out
Remind regular users about the need to return furniture to original position etc	AG	ASAP
Sand wall and reinstall sign for Lawrenson Suite	DC	ASAP
Share email from clerk	AG	Urgent

Date:.....

Signed.....

Cllr A Gerrard (Chairperson)