

Rudheath Parish Council and Burial Authority Minutes

Monthly Council Meeting on Monday 11th December 2023 at 7.00 p.m. at The Venue

Present: Cllrs Buckley, Curbishley, Gerrard (Chair), Hancock, Johnson, Moore, Povall

- 12.23.1 To receive Apologies ; Cllrs Dean, Wilder
- 12.23.2 To receive Declarations of Interest
- Cllr Gerrard: NTC
Cllr Buckley: Drain surveyor, Buxtons
Cllr Hancock: Drain surveyor, cemetery – close contact
Cllr Curbishley: Drain surveyor
- 12.23.3 To approve Minutes of the Meeting held on 13th November 2023
Deferred to Jan, as need amending, Cllrs Hancock & Moore to e-mail required amendments.
Also minutes from 21st September and Extraordinary meeting 30th October further deferred, as not mentioned in Agenda.
- 12.23.4 **ACCOUNTS**
- 12.23.4.1 Expenditure - To approve all for December 2023 (see attached sheet)
Cllr Johnson proposed that the expenditure from the main account should be approved, Cllr Hancock seconded. All agreed
- 12.23.4.2 Income - To note funds received for November 2023
Noted
- 12.23.4.3 Expenditure – The Venue to approve all for December 2023. FP pay moved to part B. Cllr Moore proposed that expenditure from the Venue should be approved Cllr Johnson seconded. All agreed
- 12.23.4.4 Income – The Venue note funds received for November & December 2023
Noted
- 12.23.4.5 To note additional income from Christmas lights switch on.
Noted. Income only partially paid in. The bank’s coin counting machine was crocked when they had an electrical fault, and has not yet been repaired. Cllr Moore paid in all the notes, but bank refused to take coins. Cllr Moore will try to pay in balance on Weds when machine due to be fixed, otherwise Rudheath Post Office has agreed to change coins into notes.
Several Cllrs agreed to buy leftover selection boxes and sweets at cost.
- Cllr Gerrard will check that FP has ordered more oil, as nearly out.
- 12.23.5 **CORRESPONDENCE**
None

Date:.....

Signed.....

Cllr A Gerrard (Chairperson)

- 12.23.6 **PLANNING**
- 12.23.6.1 To consider recommendations to planning applications forwarded by Cheshire West & Chester
- 12.23.6.2 To note Cheshire West & Chester Decision Notice
None received
- 12.23.7 **To receive cemetery update**
- 12.23.7.1 To agree a date to remove the unapproved memorial
Cllr Hancock to remove and store memorial ASAP, as the original notice was put on months ago, and it is considered dangerous.
Cllr Gerrard to create and laminate a notice to go on grave to say what has been done.
- 12.23.8 **To receive Playing Fields update**
- 12.23.8.1 To agree wording for letters to residents
Cllrs Gerrard and Hancock to confer
- 12.23.9 **To agree a date for the precept meeting**
It was agreed to hold the meeting on Thurs 4th Jan 2024 7pm at The Venue
- 12.23.10 **To agree to have a drain survey at the Venue and Gadbrook Rd Playing field**
(3 quotes required)
Cllrs Hancock, Curbishley and Buckley to ask their contacts for individual quotes for each site. Plus quote for St John’s car park
- 12.23.11 VENUE UPDATE**
- 12.23.11.1 To agree purchase of chairs
The chairs were found to be dirty, so were not purchased. Cllrs are to keep looking out for suitable ones
- 12.23.11.2 To agree budget and date for the nursery floor.
Cllrs Hancock, Gerrard and Povell to get quotes. Installation will need to be Feb half-term holiday. 16th Feb?
- 12.23.11.3 To notify council of forthcoming events
Children’s Xmas party Fri 22nd December
- 12.23.11.4 To agree action to repair boiler
Cllr Gerrard to follow up
- 12.23.12 **Update on procurement of Email and internet**

Date:.....

Signed.....

Cllr A Gerrard (Chairperson)

No progress. Cllr Buckley to take photos of Rudheath scenes in the next couple of weeks to be used on new website.

12.23.13 **To agree outsourcing payroll**
Two quotes received. Cllr Povell proposed accepting Buxton’s quote. Cllr Moore seconded. Cllr Buckley abstained due to conflict of interest, rest all agreed

12.23.14 **To agree 3 councillors for interviews**
Cllrs Buckley, Gerrard and Dean

12.23.15 Date of Next Meeting 8th January 2024

AOB

Dates for next years events. Cllr Gerrard to arrange acts for music nights and notify dates.

Cllr Johnson has list of Community Group events

Cllr Johnson requested £50 for 500 leaflets for Cllr Dean’s networking event, plus contribution for food.

Cllr Curbishley requested users are reminded they should return furniture to its proper place, if they move it. Cllr Gerrard to action

Cllr Curbishley to sand wall and attach final Lawrenson Suite sign to wall by door near training rooms.

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

12.23.16.B1 To receive an update on St Johns from solicitor
Solicitor has not responded

12.23.17.B1 To Agree a response from council regarding staffing
Cllr Gerrard to share e-mail from clerk, annotated by Jackie Weaver and Cllr Dean, with other councillors for comment

Meeting closed at 8:30

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)