



Shaw & Crompton Parish Council

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To: All members of Shaw & Crompton Parish Council

NOTICE OF MEETING

There will be an
Ordinary Meeting of the Parish Council
to be held remotely via the Zoom platform
on

Tuesday 26 January 2021

commencing at 7:30pm
when the business set out in the following agenda will be transacted

Members of the public are welcome to attend

Date: 19 January 2021

Tony Hilton
Clerk to the Council

Please ensure that your mobile phone is switched to silent
or is switched off completely during the meeting

AGENDA

- 1** To receive **apologies** for absence from the meeting
- 2** To receive **declarations of interest** in any contract or matter to be discussed.
- 3** To approve as a correct record the **Minutes** of the Ordinary Meeting of the Parish Council held on 8 December 2020 (attached).
- 4 Public Participation**
To invite and listen to matters raised by members of the public.
- 5 2021/22 annual budget and precept**
To consider the attached proposed 2021/22 annual budget and precept calculation.
- 6 Dog Hill Scout Camp**
To consider providing financial support to upgrade this youth facility that sits within the Parish (*see separate attachments for background information*) - Councillor Sykes to introduce the item.
- 7 Payments schedule**
To note the attached payments made for the months of December 2020 and January 2021.

- 8 To note and adopt Minutes of Committees (attached)**
a) Environment Committee : (i) 1 December 2020 and (ii) 12 January 2021
Next meeting : 2 February 2021
- b) Planning Committee : 8 December 2020**
Next meeting : 26 January 2021
- c) Events, Promotions & Grants Committee :**
Most recent meeting : 19 January 2021 (minutes not yet drafted)
Next meeting : 9 March 2021
- d) Resources Committee : 20 November 2020**
Most recent meeting : 20 January 2021 (minutes not yet drafted)
Next meeting : 9 February 2021
- 9 To receive reports from**
a) Borough Councillors
b) Parish Council representatives on outside bodies
c) The Clerk
- 10 Draft calendar of meetings 2021/22**
To consider the attached draft calendar of Council meetings for 2021/22
- 11 Dates of Future Meetings**
Tuesday at 7:30pm 23 February, 30 March, 25 May 2021.

SHAW & CROMPTON PARISH COUNCIL

Minutes of the Ordinary Meeting of the Parish Council
held remotely via the Zoom platform on Tuesday 8 December 2020

The meeting started at 7:40pm.

PRESENT Councillors Baker (until 8:30pm), Bland, Flores, Gloster, Hamblett, Marbrow, Moore, Rowlinson and Sykes.

Also in attendance: Mr Mark Kenyon (Geowarmth) and the Clerk.

Vice-Chair of the Council, Councillor Hamblett in the chair.

20/57 Apologies for absence

Councillors Ali, Beeston and Berry.

20/58 Declarations of interest

Councillor Sykes declared a personal, non-prejudicial interest in matters relating to Groundwork.

20/59 Minutes

It was **resolved** to approve the minutes of the Annual Meeting of the Parish Council on the 27 October 2020.

20/60 Parish Council renewable energy (solar panels)

Council considered the views and advice of Mr Mark Kenyon (Geowarmth) regarding a proposal to instal solar panels at the Parish Council Offices (1 Kershaw Street East). Following a detailed question and answer session, Council **resolved** not to proceed with the solar panel installation but instead to consider ways of reducing energy costs/consumption through, in the first instance, replacing all lights with LED lights and improving building insulation measures and that the matter be referred to Resources Committee for further review.

20/61 Keyworker recognition – commemorative proposal

Council agreed to adopt the following recommendations in a paper submitted by Councillors Marbrow and Moore:-

- 1) Council funds be set aside to enable the purchase of a specially commissioned bench for placement in the memorial garden in Shaw Town Centre, in the style of the recently commissioned benches to commemorate the VE and VJ memorials in 2020;
- 2) Council funds be set aside to enable the trees that will be planted in the Shaw and Crompton area during this and the next municipal year, as a result of the current work of the Environment Committee and the Clerk, to be dedicated to

the memory of those lost to the pandemic who lived in Shaw and Crompton;

- 3) The memorial bench be dedicated by a nurse who lives locally, and that the local healthcare and social care teams from institutions in Shaw and Crompton be especially invited to participate in the dedication ceremony;
- 4) The Clerk to the Shaw and Crompton Parish Council take instruction to write to the Chief Nurse in England, Ruth May, to inform her of our plans, and invite her to send a representative to the dedication ceremony for the memorials.

And that the matter be referred to the Environment Committee.

20/62 Payments schedule

Council noted the November payments which had been circulated with the meeting papers.

20/63 Minutes of Committees

Council noted the minutes of the following Committee meetings, which had been circulated with the meeting papers:-

- a) Environment Committee : 3 November 2020
- b) Planning Committee : 27 October 2020
- c) Events, Promotions & Grants Committee : 10 November 2020
- d) Resources Committee : 17 November 2020

20/64 Councillor report

Council noted the following reports:-

a) Borough Councillors

(i) Councillor Gloster

- reported that as traffic lights were out of use, there had been a lot of traffic congestion at Wren's Nest bridge. Councillor Sykes responded to say that there had been temporary road closures due to a serious accident but that this had been cleared and the lights are back in use.

b) Parish Council representatives on outside bodies

No reports

© Clerk's report

Nothing to report.

20/65 Proposed Energy Recycling Facility (ERF) for Royton

Councillor Flores addressed correspondence which had been sent to all Councillors from a Royton resident regarding a proposed energy recycling facility (incinerator) off Mossdown Road, Royton (not far from the Parish boundary) and following further discussion on the matter, it was agreed that once a planning application has been received by OMBC, it will be brought to full Council for further consideration with the view to making representation to OMBC on the matter.

20/66 Dates of Future Meetings

Council agreed to cancel the originally scheduled meeting on the 29 December 2020, therefore the future meetings are as follows:-

Tuesday 7:30pm 26 January, 23 February, 30 March, 25 May 2021.

**The Chair thanked everybody for their attendance and
closed the meeting at 8:50pm.**

Public Participation

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2021/22 Budget Proposal

		Budget 2021/22	Budget 2020/21	+ / - rounded	
	Committee/Cost Centre	£	£	£	%
1	Central Administration	5,280	4,890	+390	+8
2	Environment	30,000	26,090	+3,910	+15
3	Events, Promotions & Grants	20,900	15,550	+5,350	+34
4	Resources	56,113	50,495	+5,618	+11
5	TOTAL BUDGET	112,293	97,025	+15,268	+16

6	Financed by (Income)			
7	Council Tax Support Grant (CTSG)	5,337	5,337	
8	Precept	95,170	91,688	
	sub-total	100,507	97,025	
9	Contribution from Earmarked Reserves building fund	1,065 2,434	19,000	
10	Contribution from Earmarked Reserves Environment	215	500	
11	Contribution from Earmarked Reserves	4,075		
12	TOTAL FINANCING	108,296	113,531	
13	Precept calculation based on an increase on the 2020/21 Band D charge of 3%			
14	2020/21 Band D charge		16.86	
15	+ 3% increase	17.37 + (0.51p)		
16	Multiplied by the 2021/22 Tax Base	5,479		
17	= Proposed 2021/22 precept	95,170		
18	Alternative modelling of the Precept calculation			
19	If increased by 4%	17.53 + (0.67p)		
20	Multiplied by the 2021/22 Tax Base	5,479		
21	= Proposed 2021/22 precept	96,047		
22	If increased by 5%	17.70 + (0.84p)		
23	Multiplied by the 2021/22 Tax Base	5,479		
24	= Proposed 2021/22 precept	96,978		

	Central Administration – detail	Budget 2021/22	Budget 2020/21
	Administration	£	£
1	Licences and IT Support <i>[MS Office 365 – licence £117]</i> <i>[Zoom Pro Package licence - £148]</i> <i>[IT Support - £216]</i> <i>[RBS : annual year-end close down - £370]</i>	851	360
2	Postage <i>[Franking machine lease – £498]</i> <i>[Postal credit - £100]</i>	598	640
3	Photocopying <i>[Canon MFD lease - £806]</i> <i>[Paper - £100]</i> <i>[Stationery/sundries - £60]</i>	966	920
4	Telephones <i>[BT : broadband/calls – £520]</i> <i>[Mobile phone : contract/calls - £180]</i>	700	820
	Subscriptions		
5	Lancashire Association of Local Councils (LALC)	1,780	1,780
6	Society of Local Council Clerks (SLCC)	210	200
7	Rialtas Business Solutions (RBS)	130	130
8	Information Commissioner's Office (ICO)	<u>45</u>	<u>40</u>
9	TOTAL CENTRAL ADMINISTRATION	5,280	4,890

	Environment Committee – detail	Budget 2021/22	Budget 2020/21
		£	£
1	2021/22 Groundwork contract	11,330	11,550
2	OMBC floral display service	5,560	4,200
3	Other projects	13,110	10,340
4	TOTAL ENVIRONMENT COMMITTEE	30,000	26,090

	Events, Promotions & Grants Committee – detail	Budget 2021/22	Budget 2020/21
		£	£
1	Events <i>[Family Fun Weekend/Vehicle Rally - £11,500]</i> <i>[Wren's Nest Christmas tree - £400]</i> <i>[Civic Service/Reception - £850]</i> <i>[Charity Markets - £300]</i> <i>[Additional events – 5,000]</i>	18,050	12,350
2	Promotions and communications [Marketing and information - £750] [Banners and signs - £150] [Website - £450]	1,350	1,200
3	Grants	1,500	2,000
4	TOTAL EVENTS, PROMOTIONS & GRANTS COMMITTEE	20,900	15,550

	Resources Committee – detail	Budget 2021/22	Budget 2020/21
		£	£
1	Salaries		
2	<i>Clerk</i>	26,820	25,300
3	<i>Pension</i>	1,177	
4	<i>Employer NIC's</i>	2,014	
5	<i>Expenses and training</i>	200	200
6	<i>Chairman's allowance</i>	1,800	1,800
7	sub-total	32,011	27,300
8	Premises – Utilities		
9	<i>Gas</i>	773	750
10	<i>Electricity</i>	726	550
11	<i>Water</i>	424	405
12	sub-total	1,923	1,705
13	Premises – Repairs, maintenance and cleaning		
14	<i>General</i>	103	100
15	<i>Shutters</i>	361	350
16	<i>Heating</i>	206	200
17	<i>Fire alarm and associated costs</i>	464	450
18	<i>Intruder alarm system</i>	206	200
19	<i>CCTV system</i>	206	200
20	<i>Cleaning</i>	4,079	3,600
21	<i>Trade Waste</i>	247	240
22	sub-total	5,872	5,340
23	Furniture and equipment	sub-total	210
24	Capital financing costs:-		
25	Loan Repayment		
26	<i>Public Work Loans Board</i>	sub-total	9,350
27	Total Premises related costs	17,355	16,595
28	Professional Services		
29	<i>Citizen's Advice Bureau</i>	4,635	4,500
30	<i>Internal Audit</i>	618	650
31	<i>External Audit</i>	464	450
32	<i>Insurance</i>	1,030	1,000
33	sub-total	6,747	6,600
34	TOTAL RESOURCES COMMITTEE	56,113	50,495

Dog Hill Scout Camp

To consider providing financial support to upgrade this youth facility that sits within the Parish (see attached background information) – Councillor Sykes to introduce the item.

(Please see separate attachments – background documents)

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Monthly Financial Statement							
Accounts for payment - December 2020/January 2021							
	Annual	Payment this period			Actual		Payment
Committee/Cost Centre	Budget	Net	VAT	Gross	to date	Balance	Method
Resources Committee	<i>Col 1</i>	<i>Col 2</i>	<i>Col 3</i>	<i>Col 4</i>	<i>Col 6</i>	<i>Col 7</i>	<i>Col 8</i>
Salaries	£	£	£	£	£	£	
A. Hilton (Dec 2020/Jan 2021 salary)		N/A	N/A	3,288.10	16,388.10		BACS
HMRC (ER NIC's Dec 2020/Jan 2021)		N/A	N/A	339.94	1,614.24		BACS
NEST (Dec 2020/Jan 20201 pension contributions)		N/A	N/A	190.54	952.70		CARD
		0.00	0.00	3,818.58	18,955.04		
<i>sub-total</i>	27,300.00					8,344.96	
Premises - Utilities							
Southern Electric (Q4)	550.00	123.64	6.18	129.82	593.00	-43.00	
<i>sub-total</i>	550.00	123.64	6.18	129.82	593.00	-43.00	
Premises - R&M, maintenance, cleaning							
Cleaning	3,600.00	970.00	194.00	1,164.00	3,185.57		BACS
J&T Bland (sanitiser dispensers/sanitiser/paper towels)		N/A	N/A	164.39	164.39	250.04	BACS
OMBC Trade Waste	240.00	119.59	23.92	143.51	143.41	96.59	BACS
<i>sub-total</i>	3,840.00	1,089.59	217.92	1,471.90	3,493.37	346.63	
Cost Centre total	31,690.00	1,213.23	224.10	5,420.30	23,041.41	8,648.59	
Committee/Cost Centre							
Central Administration							
Administration and Licences							
MS (Office 365 Business monthly licence fee)		18.80	17.63	36.43	94.00		CARD
Zoom (Pro Package monthly licence fee)		23.98	4.80	28.78	119.90		CARD
<i>Licences/IT support sub-total</i>	160.00	42.78	22.43	65.21	213.90	-53.90	
British Telecom (monthly broadband/telephone)		88.17	9.22	105.80	486.16		DD
Vodafone - (mobile phone monthly airtime cost)		25.00	5.00	30.00	218.33		DD
<i>Telephones sub-total</i>	820.00	113.17	14.22	135.80	704.49	115.51	
<i>Quadient - (Q3 franking machine lease)</i>	640.00	120.71	24.14	144.85	362.13	277.87	DD
<i>sub-total</i>	640.00	120.71	24.14	144.85	362.13	277.87	
Cost Centre total	1,620.00	276.66	60.79	345.86	1,280.52	339.48	
Committee/Cost Centre							
Environment Committee							
OMBC (winter barrier planting)	4,200.00	5,154.52	1,030.90	6,185.42	5,154.52	-954.52	BACS
Groundwork (Q's 3+4 contract/tree stump removal)	11,800.00	5,885.00	1,177.00	7,062.00	11,270.00	530.00	BACS
Northeast Fabrications (VJ Day bench)	2,000.00	830.00	166.00	996.00	11,270.00		BACS
OMBC (installation of 2 x commemorative benches)		750.00	150.00	900.00	11,270.00	420.00	BACS
<i>sub-total</i>	18,000.00	12,619.52	2,523.90	15,143.42	38,964.52	-4.52	
Cost Centre total	18,000.00	12,619.52	2,523.90	15,143.42	38,964.52	-4.52	
TOTAL for December 2020/January 2021	51,310.00	14,109.41	2,808.79	20,909.58	63,286.45	8,983.55	
Notes							
DD = Direct Debit payment							
BACS = Bankers' Automated Clearing Services = online							
CARD = Debit card payment							

**SHAW & CROMPTON PARISH COUNCIL
Environment Committee**

Minutes of a remote meeting held on
Tuesday 1 December 2020
via the Zoom platform.

Present: Councillors Flores, Gloster, Marbrow, Moore and Sykes.
Councillor Moore in the Chair.

Also in attendance – the Clerk and Mr Peter Jones (member of the public)

The meeting started at 7:02pm

- 1 Apologies for absence:** Councillor Beeston; Mr Martin Riley and Mr Adam Holt (Groundwork).
- 2 Declarations of Interest:** Councillor Sykes declared a personal non-prejudicial interest in matters relating to Groundwork.
- 3 Minutes of the previous meeting**
The amended minutes of the meeting held on the 3 November 2020 were confirmed as a correct record.
- 4 Public Participation**
As the member of the public present did not wish to raise any matters, the meeting continued to the next item without the need for an adjournment.
- 5 Clerk's report - Developing Health and Wellbeing in Shaw and Crompton: To explore the role of the Environment and the Parish Council.**
The Clerk presented a report in which he had referenced (and provided hyperlinks to)
 - Local growing hubs and allotments

Councillor Hamblett attended to explain to Committee that there were some local 'fruit routes/'tree groves' which would benefit from being promoted, alongside allotments/community growing hubs, cycle routes, footpaths/walkways and parks via an interactive map on the Parish Council website. It was agreed that the Clerk explore how this might be developed.

It was also agreed that the Clerk make contact with the growing hub at Crompton Cemetery/Fraser Street to enquire about the current production and distribution arrangements as to whether the Parish Council could in any way support this further.

Councillor Moore raised the potential for the Parish Council, when considering planning applications from housing developers, to request as a planning condition, the inclusion of the above initiatives as part of the development (via S106 funding 'developer contributions'). It was agreed that Councillors Gloster, Hamblett and Moore liaise with each other to produce a list of initiatives or projects which could be recommended for inclusion on housing

developments.

6 Sustainability Standards implementation

Committee considered the following updates:-

a) Green Office and Sustainability toolkit

– Lead Member : Councillor Gloster

As the Clerk is currently working from home, there is no progress on this item until the Clerk returns to the workplace;

b) Single use plastic / Plastic free fast food outlets / Waste Terra Cycle

– Lead Member : Councillor Gloster

No fast food outlets have yet been approached and also still awaiting support from the District Team and Crompton House students although a Risk Assessment needs to be in place for the students beforehand, who would also need to be accompanied by a member of the school staff;

It was **resolved** that Councillors Flores and Gloster (with the support of volunteers if possible) visit a small number of outlets with a questionnaire and report back responses at the next meeting and liaise on ideas to establish a local collection point for crisp packets;

Councillor Gloster reported that Waste Terracycle do not currently have a collection site for PPE/gloves/masks but is awaiting a further update (i.e. re crisp packets)

c) 'Refill your bottle' scheme for shops and others in the town centre

– Lead Member : Councillor Gloster

No progress to report although this is also a question that can appear in the questionnaire when approaching outlets (see above minute 6b para 2);

d) Local business use of biodegradable consumables

Lead member : Councillor Moore

No progress to report in relation to an advisory note but it was agreed that Councillor Flores provide Councillor Moore with a resources list which will inform the content of the note.

e) Food and Climate Change

– Lead Member : Councillor Moore

Councillor Moore informed Committee that the website has a dedicated page for the 'Take A Bite Out Of Climate Change' programme which includes a number of resource hyperlinks and the Parish Council was the first to offer free access to the free E-book ('Food and Climate Change without the hot air'). In addition, Councillor Moore urged Committee members to view the resources on the website and it was agreed that we would continue to promote this initiative via local Borough Councillors, local schools and voluntary organisations, Facebook (inc. 'I Love Shaw') and Saddleworth

Parish Council. Committee also agreed that we would check how many web hits this page had received from the Parish Council website.

Councillor Gloster brought to Committee's attention a range of information leaflets (covering such topics as Your Rubbish and Recycling, Business Waste Collections

Enforcement Action – Against anyone dumping rubbish; Just Moved In – info on Bins, collections, which is for what etc; Official Notice – rules for bringing bins back in; Warm Homes – Do you struggle to heat your home; Warm Homes – Advice sheet on various heating scenarios) where it was agreed that Councillor Gloster would (i) liaise with the Clerk and OMBC officers regarding leaflet hyperlinks,

(ii) list and categorise the leaflets and (iii) contact 'I Love Shaw' regarding promoting this initiative.

7 Parish Council solar panels

– Lead Member : Councillor Gloster : the Clerk summarised the background to this item following which Councillor Gloster explained that an assessment had been undertaken of the viability of installing solar panels which also included a cost estimate for the installation. Councillor Gloster had calculated that the solar panels would pay for themselves in eight years but proposed that any recommendations to proceed with this initiative should be made to full Council. Accordingly, it was agreed that

- the item appear on the 8 December full Council agenda, where the advisor from Geowarmth be invited to attend to explain in more detail what the proposal would comprise and to answer questions from Members
- that the matter of the economic impact of ongoing energy consumption be referred to the Resources Committee for further consideration with the view to considering ways to reduce overall energy consumption in the Parish Council building and that
- the building owner be approached to check if there would be any issues, restrictions or covenants in installing solar panels and other associated work.

Committee wished to pass on their gratitude to Councillor Gloster for her considerable efforts with regard to leading on a number of agenda items on behalf of the Committee.

8 Local Foodbank organisation

- Lead member : Councillor Moore

Councillor Moore reported that following her initial enquiries, she had been signposted towards the Oldham Foodbank (not Shaw) but didn't have any contact details of a local scheme co-ordinator. Councillor Gloster reported that it is co-ordinated locally by the Salvation Army and that she would provide Councillor Moore with the relevant contact details in order that Councillor Moore can make the necessary enquiries and report back to the next meeting

9 Financial report for the period 1 April – 30 November 2020

Committee noted the report which had been circulated with the meeting papers and it was agreed that the actual cost of the autumn/winter barrier planting be ascertained and that Committee would provide financial support, along with Borough ward Councillors, for a living Christmas tree to be planted near to Bishop's Parks pitch and putt facility (Ripponden Road/Grains Bar). Councillor Gloster is liaising with OMBC regarding a power supply for the tree lights and will report back on progress in due course.

10 2021/22 budget

Having considered suggestions for the following year's budget, it was agreed that

- a) a draft budget would be considered alongside current priorities detailed in the business plan at the 12 January Committee and that
- b) an action to plant trees be added as a priority in the business plan.

11 Footpaths and footpath maintenance and the Crompton Circuit - Martin Riley

In the absence of Martin Riley, the Clerk talked through Martin's report referencing a number of issues on 5 footpaths. Having reviewed the report, Committee acknowledged that the footpaths in question are either in private ownership or under the jurisdiction of OMBC and as such the issues identified with the footpaths present no direct risk or liability to the Parish Council.

Therefore, it was agreed that the Clerk continue to liaise with Councillor Gloster in order that she brings the range of issues relating to footpaths to the attention of Jean Greer in the first instance.

12 Clerk's updates

12 (i) **VE Day Commemorative bench** – the manufacturer (Northeast Fabrications) has reported that they have new bolts to replace the current rusty ones and that they would deliver them for fitting this week;

12 (ii) **VJ Day Commemorative bench** – the bench (comprising the newly tested bolts) was to be delivered to OMBC's Alexandra Park depot this week for subsequent installation at Crompton Memorial Park by OMBC.

It was agreed that the Clerk would report back at the next meeting.

13 Dates of future Meetings

Tuesday 7:00pm: 12 January, 2 February, 2 March, 4 May 2021.

The Chair thanked everybody for their attendance and contributions and closed the meeting at 9:02pm.

**SHAW & CROMPTON PARISH COUNCIL
Environment Committee**

Minutes of a remote meeting held on
Tuesday 12 January 2021
via the Zoom platform.

Present: Councillors Beeston, Flores, Gloster, Marbrow and Sykes.
Councillor Marbrow in the Chair.

Also in attendance – the Clerk and Mr Peter Jones (member of the public)

The meeting started at 7:00pm

- 1 Apologies for absence:** Councillors Berry, Moore and Rowlinson; Mr Martin Riley and Mr Adam Holt (Groundwork).
- 2 Declarations of Interest:** Councillor Sykes declared a personal non-prejudicial interest in matters relating to Groundwork.
- 3 Minutes of the previous meeting**
The amended minutes of the meeting held on the 1 December 2020 were confirmed as a correct record.
- 4 Public Participation**
As the member of the public present did not wish to raise any matters, the meeting continued to the next item without the need for an adjournment.
- 5 Clerk's report - Developing Health and Wellbeing in Shaw and Crompton: To explore the role of the Environment and the Parish Council.**
 - 5a) Local growing hubs activity at Crompton Cemetery

Committee noted the Clerk's report which had been circulated with the meeting papers and agreed with the recommendations included in the report:-
 - (i) Contact Beal Vale Primary School to enquire how well the allotment works and what happens to the produce they grow;
 - (ii) Establish which local schools may operate an allotment or growing hub similar to Beal Vale.
 - (iii) To report back on information and/or responses received for Committee to consider further action.
 - 5b) A list of environmental projects to be included in planning application recommendations to housing developers.
It was agreed to defer this item to the next meeting.

6 Sustainability Standards implementation

Committee considered the following updates:-

a) Green Office and Sustainability toolkit

– Lead Member : Councillor Gloster

As the Clerk is currently working from home, there is no progress on this item until the Clerk returns to the workplace. In the meantime, it was agreed that Councillor Gloster liaises with the Clerk regarding a 'Green Office' questionnaire;

b) Single use plastic / Plastic free fast food outlets / Waste Terra Cycle

– Lead Member : Councillor Gloster

Although there was no specific progress to report, it was agreed that Councillor Gloster liaise with Councillor Flores to develop a list of ideas to include in a questionnaire for local fast food outlets to complete.

c) 'Refill your bottle' scheme for shops and others in the town centre

– Lead Member : Councillor Gloster

No progress to report although this is also a question that can appear in the questionnaire when approaching outlets (see above minute 6b para 2);

d) Local business use of biodegradable consumables

Lead member : Councillor Moore

No progress to report in relation to an advisory note and it was agreed that the item be deferred to the next meeting.

e) Food and Climate Change

– Lead Member : Councillor Moore

The Clerk reported that he had spoken to Saddleworth Parish Council regarding the possibility of including the 'Take A Bite Out Of Climate Change' information and links on their website and was awaiting a response.

7 Local Foodbank organisation

- Lead member : Councillor Moore

As Councillor Moore was unavailable, the item was deferred to the next meeting.

8 Financial report for the period 1 April – 31 December 2020

Committee noted the report which had been circulated with the meeting papers.

9 2021/22 budget

Having considered suggestions for the following year's budget, it was agreed to recommend a budget of £30,000 for 2021/22 to Council for approval.

10 Footpaths and footpath maintenance and the Crompton Circuit - Martin Riley

In the absence of Martin Riley, the Clerk talked through Martin's report referencing a number of issues on 5 footpaths. Having reviewed the report, Committee expressed particular concern about Footpaths 12 and 149 and agreed to bring to the attention of Jean Greer.

11 Public Path Extinguishment Order and Public Path Diversion Order - Footpath at Hey Hill Farm, Low Crompton Road

Committee both noted and supported the changes to the footpaths as contained in notices which had been circulated with the meeting papers.

12 VE Day Commemorative bench Clerk's updates

The Clerk reported that the new bolts have now been fitted and the job is complete.

13 VJ Day Commemorative bench

The Clerk reported that the bench has now been installed and the work is now complete.

It was agreed that the Clerk would pass on Committee's thanks to the contractor.

14 Dates of future Meetings

Tuesday 7:00pm: 2 February, 2 March, 4 May 2021.

The Chair thanked everybody for their attendance and contributions and closed the meeting at 8:15pm.

SHAW & CROMPTON PARISH COUNCIL

Minutes of the Planning Committee
held remotely via the Zoom platform on 8 December 2020.

**The meeting started at 7:05pm and was adjourned at 7:30pm
and then reconvened at 8:50pm**

PRESENT: Councillors Baker, Beeston (until 8:50pm), Bland (from 8:50pm) ,
Flores, Marbrow (from 9:00pm), Moore (from 8:50pm – 9:00pm) and
Rowlinson (from 8:50pm)

Also in attendance : The Clerk
Councillor Flores in the Chair.

20/53 Apologies for absence Councillors Ali and Berry.

20/54 Declarations of interest None received.

20/55 Minutes of the previous meeting

It was **RESOLVED** to approve the minutes of the Planning Committee meeting
held on the 27 October 2020, copies of which had been circulated to all
Committee members.

20/56 Public Participation

As there were no members of the public present, there was no need to adjourn
the meeting and the meeting continued to the next item on the agenda.

20/57 Planning applications

Due to technical problems with the OMBC Planning Portal, there were no
images/drawings or associated reports relating to the listed planning
applications available for Committee to consider, therefore it was **RESOLVED**
to defer making recommendations on the following applications until the next
scheduled meeting of the Committee on the 24 November:-

<u>Ref No</u>	<u>Application, Location and Proposal</u>
HOU/345621/20	Mr Chris Stott 21 Church Road, Shaw OL2 7AT Rear and side dormer

Recommendation - Approval

FUL/345577/20	Mr Benjamin McKeown The Hey, Buckstones Road, Shaw OL2 8LS Erection of steel frame dual pitched unit storage unit and outbuilding
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Recommendation - Approval

HOU/345709/20	Mark Bradbury 7 Blair Close, Shaw OL2 7SR Single storey rear extension
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Recommendation – Approval

HOU/345708/20 Mr John Travis
16 Netherhouse Road, Shaw OL2 7HY
Creation of driveway to front of dwelling following the lowering of site levels

Recommendation – Approval

HOU/345594/20 Tony Dust
15 Whitecroft Avenue, Shaw OL2 8HY
Erection of two storey side and single storey front extensions

Recommendation – Approval

FUL/345598/20 Alan Chorlton
Brookfield Bungalow, Button Hole,
Laneside Avenue, Shaw OL2 8LB
Demolition of existing dwelling and outbuildings, erection of replacement dwelling and improved access

Recommendation – Approval

FUL/345616/20 Bruce and Bruce Limited (Gordon Bruce)
31-33 Milnrow Road, Shaw OL2 8AP
Single storey front and rear extensions to restaurant, three storey side extension and additional storey over existing two storey building to form a 10 bedroom House in Multiple Occupation at first and second floor (Sui generis).

Recommendation – Refusal on the grounds of over development and insufficient parking.

HOU/345737/20 Mr Robert Spavin
42 Church Road, Shaw OL2 7AU
Single storey rear extension

Recommendation – Approval

20/58 Clerk's report

The Clerk reiterated the current technical problems with the OMBC Planning Portal whereby the status of OMBC decisions on some applications was unavailable. This was reflected in the report and was duly noted by Committee.

20/59 Recommendations on planning applications outside of meetings

Committee reviewed the current protocols and agreed that the practice in respect of planning applications received that require a recommendation before the next Planning Committee meeting comprises:-

- (i) the Clerk circulates to all members of the Planning Committee descriptions

of application proposals along with hyperlinks to the OMBC Planning Portal relating to associated documents, drawings etc

- (ii) Planning Committee members respond back to the Clerk with individual recommendations by the prescribed deadline following which the Clerk refers the recommendation to OMBC Planning Team.

20/60 Planning training for Councillors

Further to the recent planning training workshop attended by Councillors, it was agreed that a minimum of two thirds of Planning Committee members should have undergone relevant training in order to serve on the Committee and that further training is required as appropriate and as soon as practicable.

20/61 Committee meetings – start times

Having reviewed the current practice, it was agreed to start future meetings at 6:30pm in order to afford Committee more time to consider the business in hand whereby the majority of the time is taken up considering planning applications before the full Council meeting starts at 7:30pm.

20/62 Dates of Future Meetings

Committee agreed to cancel the originally scheduled meeting on the 29 December 2020, therefore, the dates of future meetings are as follows:-

Tuesday **6:30pm** – 26 January, 23 February, 30 March, 27 April,
25 May 2021.

The Chair thanked everybody for their attendance and closed the meeting at 9:45pm.

Items 8 (c) and (d)

c) Events, Promotions & Grants Committee :

Most recent meeting : 19 January 2021 (minutes not yet drafted)

Next meeting : 9 March 2021

d) Resources Committee : 20 November 2020

Most recent meeting : 20 January 2021 (minutes not yet drafted)

Next meeting : 9 February 2021

There are no reports for these items, therefore

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Items 9 (a), (b) and (c)

To receive reports from

- a) Borough Councillors
- b) Parish Council representatives on outside bodies
- c) The Clerk

There are no written reports for these items, therefore

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2021/22 Draft Calendar of Meetings

May 2021 – May 2022

Item 10

		COMMITTEES			
	COUNCIL	Planning	Environment	Events, Promotions & Grants	Resources
	Tuesday	Tuesday	Tuesday	Tuesday	Tuesday
Start time		7:00pm	7:00pm	7:00pm	7:00pm
2021					
May	25 Annual Meeting	25			
June	29	29	1	8	15
July	27	27	6	13	
August		24			
September	28	28	7	14	21
October	26	26	5		
November	30	30	2	9	16
December	tbc	tbc	7		
2022					
January	25	25	11	18	12 (Wednesday)
February	22	22	1		
March	29	29	1	8	15
April		26			
May	24 Annual Meeting	24	3		

Note : This draft calendar proposes retaining **all** meetings on a Tuesday (apart from the Resources Committee meeting on Wednesday 12 January 2022) whereby full Council and Planning Committee meetings take place on the last Tuesday of the month. Typically, there are no full Council meetings in the months of April and August.

In a non-election year, the Annual meeting can take place on any date in May as Council determines¹.

¹ Local Government Act 1972, Schedule 12, Part II s7(2)