

# **Minutes of the Holmes Chapel Partnership Committee Meeting**

**held on Monday, 15th March 2021**

**7.30 by Zoom**

1. **Present:** Hazel Sutcliffe, Liz Alcock, Sarah Archibald, Dorothy Davidson, Richard Garton, Pat Macmaster, Rab Parry, Karoline Peach, Adam Sproston and Peter Whiers

**Apologies:** Nil

Anita Armitt has resigned and she was thanked for all she has given to the Partnership. She has kindly said that she can be called upon to help with any events where extra help may be required.

Welcome to Sarah Archibald and Adam Sproston as committee members

## 2. **Previous Minutes/Matters Arising**

- ◆ Cranage Parish Council have cleared their pavements as proposed. These are now at maximum width
- ◆ Manor Lane Street Lighting issue will be discussed later

The February minutes were approved.

## 3. **Safe Walking Routes to School (SWRTS)**

Peter has purchased two signs, at a cost of £35.00 each, which will be fixed to the railings at M6 Vehicle Sales and on a fence near the entrance to the Brooklands Estate. Perhaps there will be the opportunity to have 3 further signs located on all roads entering the village eg. Knutsford Road, London Road and A535 from Twemlow.

Marie Bennett is preparing 4 banners and a further one for the end panel at Don Alberto's building. Hazel will speak to the owners of the fence on Station Road and if that is not suitable she will speak with David Peake about putting one of the grass on the corner of A50/A54. She will also site a banner at Saltersford Corner. Dorothy will speak with Andy Anderson who knows the owner of the wall on Hermitage Drive. HCPS has already agreed to put one on the railing outside their school.

Karoline has distributed prizes for the winning posters. Dorothy has delivered posters for display in some shops.

There is another 2 weeks before Cheshire East should respond to the correspondence from the SWRTS Working Group.

The Modus Star Programme which Karoline highlighted last month is VERY comprehensive, requiring a lot of time, assessment and evidence. Since it would be very time consuming for schools to complete and maintain, Karoline will reassess whether to continue with this.

## 4. **Project Officer**

Peter has already sent out his report.

As requested by Cheshire East Council, Peter and Hazel attended a meeting with Chris Hart and Katy Ellison regarding their new Volunteer Scheme (for details see Appendix 2 PO report) The Committee agreed to investigate this further Peter has contacted Tina at the Parish Council who confirmed that they do not want to participate.

## 5. **Future Plans**

There are still plans in place from VE Day last year for the Partnership, the Parish Council and other organizations to put on some kind of 'Village Celebration' but it is still too soon to make definite plans until Covid restrictions are lifted.

Sunflowers This was not discussed at the meeting but the intention is to have a competition for the village children to see who can grow the tallest sunflower by a certain date. The suggested date for collection from the Sensory Garden is 1<sup>st</sup> May

Christmas Market

Dorothy has already had a conversation with Paul Minger who organizes the lighting for the December Market. We do now need to put in place arrangements in the hope that a Christmas market will be possible. Hazel will now speak with ANSA regarding the 20 double market stalls (made contact via email). Dorothy will provisionally book the Scout Headquarters and the Church Hall for the first Sunday in December. A sub-committee will be formed to take this forward.

### Bridge the Gap

Hazel has been in touch with Alison Wright about the money being held in the Partnership Account. Her reply was that it is a dormant organization until 21<sup>st</sup> June when all restrictions should be lifted. Alison's intention is to form a Social Action Group with volunteers. With the agreement of the committee Hazel has now informed Alison that if a new association is not formed by the end of 2021 to which we can transfer the money, it will revert to the Partnership.

## **6. Communication**

Karoline has shared many village items on Facebook.  
The Knutsford Guardian contact for Holmes Chapel news has changed.

## **7. Finance**

Richard has already sent out his report.(See Appendix)  
Please send any outstanding invoices to Richard by the end of March.  
Peter will speak with Dan Coyne at the 5 Towns meeting on 29<sup>th</sup> March regarding next year's grant from Cheshire East. He does not anticipate any change to the 3 year agreement which is in place.  
Richard will contact Barclays Bank with a view to having a face-to-face meeting to switch our account from NatWest.

## **8. AGM**

The AGM will be held on 19<sup>th</sup> April at 7.30pm via Zoom  
An article in the Newsletter will ask residents to email [agm@holmeschapelpartnership.org.uk](mailto:agm@holmeschapelpartnership.org.uk) to request a link for that meeting.  
Dorothy will advertise by putting a poster on the Noticeboard, Karoline will post on Facebook, Peter has put a notice on the website.

## **9. Updates from Committee Members**

### Manor Lane and Roundabouts - Adam

Adam reported that he has had a meeting with Chris Booth who is the Deputy Director of Highways regarding lighting and roundabout issues.

### Parish Council - Rab

- ◆ Highways and Fiona Bruce have had a meeting but there was no communication from the Parish Council
- ◆ The request for the 30mph speed limit to be extended on London Road has been reinstated.
- ◆ Zoom regulations finish at the end of April so P.C. meetings must be held in public after that date
- ◆ CCTV, Play Areas, and Pavements are on their next Agenda
- ◆ The proposal for the roundabout at the junction of A50/A54 is not likely to happen. (Hazel has had a conversation with Nat Maltese where he outlined the 5 options that C.E. are now looking at)
- ◆ Manor Lane Street Lighting. The P.C. has a quote of £1,600 from Cheshire East for designing the lighting.
- ◆ The Highways budget has been reduced as Social Services will receive more in 2021/2022 budget.
- ◆ The P.C. has sent a survey to all residents in the new developments. Peter will ask Tina to share the results with the Partnership

## **10. Newsletter**

Chris Booth, in conversation with Adam, stated that Holmes Chapel residents should keep reporting any defects on roads, pavements etc. The more complaints Cheshire East have, the more chance of action from Highways. Hazel will highlight this in the Newsletter.

Rab will undertake to write another article.

## **11. Any other Business**

Peter and Hazel will hold an induction zoom call on the Partnership with the new co-opted members.

Congleton By-pass is to be opened shortly. Will Holmes Chapel see a decrease in traffic?

There was an article in the Knutsford Guardian about the Crime Community Fund. A possibility for funding SWRTS campaign?

Adam suggested that 'Future Projects' could be mentioned in the Financial Report to show where the bank balance may be used.

Future Meetings on Zoom 19<sup>th</sup> April (AGM), 17<sup>th</sup> May

## **Appendix 1 Finance**

## **Appendix 2 PO Report**

### **Holmes Chapel Partnership** **Project Officer's Report – March 2021**

#### 1.0 Activities over the last month

#### 1.1 Holmes Chapel Coronavirus Volunteer Scheme

At the time of writing this report our recruitment total is still 118 volunteers that signed-up using the form on our website. We have not had any additional volunteers over the last 5 months. Many people have now made their own arrangements for supplies, and in truth it is not clear if all 118 are still able or would wish to volunteer.

Last week Hazel and I had a zoom meeting with Chris Hart, the Director for the Cheshire East Social Action Partnership and Katy Ellison from Cheshire East (Katy is Muktadir Khan's boss). They had requested a meeting with the Partnership to discuss the possibility of the Partnership supporting them in the establishment of a Volunteer Coordination Point (VCP) for Holmes Chapel. There are currently 16 VCP's across Cheshire East, but they wish to expand the scheme and are looking to us to help them by taking on the role of the VCP for Holmes Chapel. Katy also mentioned that the VCP's scheme would become a statutory service from April 2021.

Katy and Chris explained that the VCP scheme started as a response to Covid-19 issues in March 2019. The scheme recruited, vetted and co-ordinated volunteers from across Cheshire East to support people who needed support with food and/or medication deliveries. The scheme was very similar to the arrangements put in place by Holmes Chapel Parish Council and the Partnership. Chris stated that he had met with the Parish Council in December 2020, but they had indicated that they would not wish to support the CE initiative.

Since our meeting Chris has sent a Development Principles document for VCP's which I have attached to my report. To help us to determine what would be expected of the Partnership, I have created the table below with my initial thoughts on how we might deliver the role, but this clearly needs to be discussed by the Exec.

<b>Role &amp; Functions</b>	<b>Possible Delivery Mechanism</b>
Provide coordination of volunteers locally, helping to match volunteers to people needing support (including linking to People Helping People)	Project Officer and Partnership members.
Provide a central point of contact for enquiries	Partnership Website and dedicated e-mail address.
Signpost volunteers to groups in their local networks	Partnership Website and Newsletter.
Help volunteers to access training and pastoral support	Project Officer and Partnership Members
Maintain relevant up-to-date information on local volunteering opportunities	Partnership Website and Newsletter.
Share information, data, and intelligence about volunteering in their area	Partnership Website and Newsletter.
Help promote the value of volunteering in their local area	Partnership Website and Newsletter, Facebook.
Work closely with the Community Development Officers and CESAP, including helping to codesign future support opportunities	Project Officer & Partnership members.
Provide storage space where practical/ available to assist People Helping People, e.g. for the distribution of equipment to help support digital inclusion in communities	A very small amount available.
Work with other VCP's to share good practice, skills, and knowledge	Project Officer & Partnership Members.
Help raise the profile of volunteering in communities as positive and beneficial	Partnership Website and Newsletter, Facebook.
Help recognise and celebrate the achievements of volunteers	Partnership Website and Newsletter, Facebook.
Provide coordination of volunteers locally, helping to match volunteers to people needing support (including linking to People Helping People)	Project Officer & Partnership members.
Provide a central point of contact for enquiries	Partnership Website and dedicated e-mail address.
Signpost volunteers to groups in their local networks	Project Officer & Partnership members.
Help volunteers to access training and pastoral support	Project Officer & Partnership members.

In Chris's letter he states that 'We are currently in the process of agreeing initial grants of £5k for each of the active VCPs to support their development journey with us in line with the VCPs Development Principles. However, within these, the grant can then be used flexibly so that it is tailored to each VCPs needs, for example to support resources, staffing or other costs related to the volunteering.' And he adds, 'We are also planning follow up conversations with each of the VCPs about further grant that may be made available to help embed this development work, and to help develop a sustainable volunteering delivery model in each of their areas.'

### 1.2 The Partnership Website Activity

Since our last exec meeting, I have updated our Partnership home page with the latest version of the Partnership Newsletter and have also added the SWRTS Colouring competition winners. I am also beginning to feel that we need to make a few changes to our website homepage to introduce more structure and to signpost what is hidden away in our site in a better way. I also need to add new exec co-opted members Adam, Sarah and Karley to the committee page, could you please provide me with a suitable photo and descriptive text for upload to the website.

### 1.3 Community Infrastructure Levy (CIL)

Since our last meeting I have undertaken more research into CIL's, and have shared this with Adam and Hazel, who have both looked at how other areas have implemented CIL charges. What we now know is that The Parish Council are aware of CIL charges and that Brian Bath has been pursuing progress with Cheshire East. It appears that the real issue with progress currently is the very much reduced Cheshire East numbers in the Highways Team.

### 1.4 Road Safety Signs

I have now taken delivery of the 'Kill Your Speed Not A Child' signs and undertaken an initial survey of the Station Road location. To attach the sign to the fence it needs to be attached to the vertical lap panels in a way that will ensure the sign cannot be easily removed.



I also visited M6 Vehicle Sales this morning and spoken to the owner Simon. He stated that he has issues with the speed of some of the traffic passing his premises. I told him about the issues that people have experienced on the Cottons crossing. He has given permission for us to erect our Kill Your Speed Sign. It will be fastened to the railings shown in the photo below beneath the blue M6 Vehicle Sales sign.



## 2.0 Projects Update

Description	Discussion	Action	Update
Create Outdoor Fitness Area in Dane Meadow or at HCCC	<p>HS stated that she did not feel that Dane Meadow was the right location for Fitness Equipment. PW stated that he had seen equipment used along established paths, so that individuals could do some simple exercise activity to break up a walk or run. PW agreed to talk to the HCCC, once he had had a chat with the HCPC acting clerk Sue McKay (as HCPC manage the HCCC).</p> <p>There was also some discussion about the possibility of adding to equipment in the village with the addition of low-level children's trampolines.</p>	<p>PW to talk to SM of HCPC and then HCCC.</p> <p>PW to investigate costs and feasibility of adding equipment.</p>	<p>The Parish Council have now installed play equipment at the Strathmore play area.</p>

Youth Facilities- Teen Shelter	<p>The idea of appropriate Youth Shelters was welcomed, but location would be key. PW had already had a preliminary look at what was available in the market.</p> <p>A shelter at the HCCC skatepark was thought to be worth looking at. Smaller donut shaped shelters might work in the centre of the village and as an addition to existing playgrounds.</p>	<p>PW to talk to SM of HCPC and then HCCC.</p> <p>PW to get further information on what types of equipment are available, together with costs.</p>	Seating area outside the library now being considered but looks like a 2021/22 project for the Parish Council.
Allotments for Holmes Chapel	<p>There was good support from the Exec for the establishment of Allotments for HC. MB indicated that he thought that HCPC would also be supportive. PW stated that he had found evidence of need within the Holmes Chapel Neighbourhood Plan, which referred to a Green Spaces report produced by Duncan Henderson, that made a strong case for the creation of Allotments, based mainly on the fact that Holmes Chapel currently has no allotments within the HCPC area.</p> <p>PW reported that he had already spoken to the Big Lottery Fund, who had stated that they funded this type of project if a need can be demonstrated. PW stated that the allotments would not need to be managed by Cheshire East Council or the Parish Council. LG mentioned that some people in the village used allotments out towards Cranage that were run by a Peter Wild, a private landowner. PW stated that he had recently become aware of the allotments administered by the Alsager Gardens Association.</p>	<p>PW to undertake further research with regard to :</p> <p>(extract from 3/19 PO Rep) Land/security/fencing/ a lockable gate/ toilets (might not be essential)/ secure storage area/supply of fresh water.</p> <p>Costs very much dependent on location and spec. If land can be leased, then costs could be as low as £20k.</p>	Need to discuss adoption of the establishment of allotments with the Holmes Chapel Parish Council.
Description	Discussion	Action	Update
HCP Business Group	<p>There was some discussion about previous attempts to forge links with a HC Business Group. PW stated that he was happy to attend a meeting of the Junction 18 Club to explore ways that HCP might develop better connectivity with the local business community.</p>		No Action
Bridge the Gap	<p>Community project which aims to bring parents and their young children together with the more socially isolated people in the village</p>		BTG have not operated any services since the start of the first Covid-19 lockdown in March 2020.
Holmes Chapel Partnership Web Site	<p>There is a need to create a new web site for the Partnership as the current site is now looking very dated and does not support all platforms.</p>	Complete	Maintenance Ongoing

Tea Dance	A grant application has been submitted to Cheshire East Carers Hub for the Partnership to run a monthly Tea Dance at the Holmes Chapel Community Centre	Grant Application	Grant Application Rejected. The Tea Dance came to a halt due to Covid-19.
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## 2.0 My Planned Future Activities

- Upload Monthly Newsletter and graphics to our Website.
- Update Mailchimp subscriptions.
- Distribute Monthly Newsletter via Mailchimp.
- PW to maintain the Holmes Chapel Partnership Website
- Support members of the Partnership as required.

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