

# Elton Parish Council

## COUNCIL SUMMONS

Dear Member

You are HEREBY SUMMONED to attend a Meeting of the Council to be held in **ELTON COMMUNITY CENTRE, SCHOOL LANE, ELTON** on **MONDAY 11 APRIL 2016** at **7.30pm** or following the Annual Parish Meeting for the purpose of transacting the business set out on the agenda below.



Parish Clerk  
5 April 2016

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**Members of the public and the press are welcome to attend for the “Part 1” section of the agenda. Any reports in “Part 2” contain confidential information and only Councillors and the Parish Clerk can be present.**

If you have any general enquiries about the meeting please contact Pauline English, Clerk to the Parish Council (Tel: 0151 338 1405: Mob: 07890 140412: email: [engy02@ntlworld.com](mailto:engy02@ntlworld.com))

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### AGENDA

**1 APOLOGIES FOR ABSENCE**

To receive apologies for absence

**2 DECLARATIONS OF INTEREST**

Councillors are reminded that, in accordance with the Code of Conduct, they should declare any personal interests they have in any matter to be considered at the meeting. The declaration should be made before the matter is considered or as soon as the Councillor becomes aware that a declaration is required. If the interest is a prejudicial one, this must be declared and the Councillor should withdraw from the meeting. It is the Councillor's responsibility to decide whether or not a matter should be declared, although the Clerk will offer advice on the interpretation of the Code if required.

**3 OPEN FORUM**

Members of the public are invited to raise issues not dealt with elsewhere on the agenda. The time allowed is at the Chairman's discretion. Members of the public may not take part in the meeting itself unless invited to do so by the Chairman, when Standing Orders will be suspended.

**4 MINUTES**

To confirm the Minutes of the Meeting of the Council held on 14 March 2016 as a correct record.

**5 MATTERS ARISING FROM THE MINUTES**

To update the Council on any matters arising from the Minutes which are not dealt with elsewhere on the agenda.

**6 PLANNING**

(1) **Applications:** None

(2) **Decisions:** None

(3) **Decisions Awaited:**

16/00626/OUT - 8 or 9 dwellings including demolition of existing house and garage (Outline) on land at The Willows, Ince Lane, Elton, Chester, Cheshire CH2 4QB

- (4) **Cheshire West and Chester (CWaC) Travel Plan:** This is a Supplementary Planning Document (SPD) which was the subject of a consultation which ended on 4 January 2016. The updated SPD has been adopted and the Travel Planning Guidance SPD is now a material consideration in considering planning applications. It provides guidance on how the CWaC will assess and deal with planning applications where a travel plan is required. It defines the thresholds for requiring travel plans and sets out the process for the production, assessment, approval and implementation of travel plans. The Travel Planning Guidance SPD is available on the CWaC website at:

[http://consult.cheshirewestandchester.gov.uk/portal/cwc\\_ldf/spd/travel\\_spd?tab=files](http://consult.cheshirewestandchester.gov.uk/portal/cwc_ldf/spd/travel_spd?tab=files)

## **7 HIGHWAYS AND PUBLIC RIGHTS OF WAY**

- (1) **Zebra Crossing in School Lane:** Work on the crossing started on 4 April 2016.
- (2) **Ward Walk:** On 4 April 2016 the Chairman attended a Ward Walk with the Ward Councillor, representatives from Cheshire West and Chester Council's Highways, Streetscene and Housing services and Sharon Marshall, Localities Officer. Following the walk, copies of the Calendar of both the Environmental Services and Highways Departments were circulated and a copy of each is attached. These give an idea of the services that are handled by each Department.

## **8 PLAY AREA**

An inspection was carried out by Phil Davies (PIANDMS) on 30 March and the following issues were identified:

- (1) The wear on the chain on the flat swings is getting worse. The risk assessment will be increased because of this. All four chains need attention (two per seat) and the cost of repair would be £115.00 plus VAT. This would include shortening the chains slightly as the seats hang a little too low!
- (2) There is a significant hollow in the grass in front of the field seat that overlooked the original site of the football pitch. This is a trip hazard which could cause an injury requiring medical attention. It is rated as 12 moderate in daylight hours but at night or in low light levels the likelihood/probability of an incident occurring increases. This is easily rectified by filling the hole with top soil which needs to be firmed down and grass seed sown. The Parish council could do this. PIANDMS would charge £28 + VAT (on the basis work would be carried out at the same time as swing repairs!)

The hollow was identified on the way to check out the basketball court and would not normally be included in the playground inspection. It was so significant in depth that it needed to be brought to the Council's attention. It is suggested that the Parish Council carries out a regular check of the field to identify any potential trip or other hazards and reports what action is taken and when at the next Parish Council meeting so that it can be recorded in the minutes. This could offer a defence against any potential claim in future.

A copy of the report on the scheduled inspection on 30 March is attached.

## **9 FENCE BETWEEN MOUNT PLEASANT AND PARISH FIELD**

Complaints have been received from residents about the condition of the fence between Mount Pleasant and the Parish Field, which is owned by the Parish Council. It is claimed that the fence is in very poor condition and has in places collapsed altogether, leaving residents without a rear boundary.

## **10 PREVAN PLACE, OLD HALL LANE**

A complaint has been received from a resident that No.1 Old Hall Lane (known as Prevan Place) appears to be "expanding". It is claimed that over the past year land further down the lane has been claimed by the creation of accesses to the land and the erection of stables. More recently the fence line has been moved so that the fence is very close to the road. According to CWaC's on-line records the last application for the construction of stables was in 2010 and the application was refused on the grounds that the site is in the Green Belt and the proposed development would have a detrimental impact on the surrounding area due to its size. If stables have been built, then it appears to be without

the benefit of planning permission. The Ward Councillor has told the Parish Council that an officer from the GRT liaison team is looking into this matter and a check is being done to establish who has the rights to this land. In the meantime, a further complaint has been received that over the recent bank holiday weekend conifers have been planted in the grass verge very close to the road.

## **11 UPDATE REPORTS FROM MEMBERS**

- (1) Police
- (2) Community Centre
- (3) Play Area / Parish Field / Jubilee Field
- (4) Encirc / Essar / CF Fertilisers
- (5) Protos
- (6) Frodsham Wind Farm
- (7) Thornton Science Park
- (8) Allotments
- (9) Website / Social Media
- (10) Parish Council and Police Surgeries

## **12 CORRESPONDENCE**

- (1) **Publications:** Clerks and Council Direct – March 2016

## **13 FINANCE**

- (1) To approve payments of salaries/wages and invoices for goods and services received, note any receipts and note the balance in the bank at 11 April 2016.
- (2) **Governance:** To approve the Annual Governance Statement, which forms part of the Annual Return to the external auditor.
- (3) **Accounts:** To approve the draft year end accounts, subject to internal audit.
- (4) **Banking:** The Parish Council has been informed by Unity Trust Bank that, as from June 2016, parish councils will be charged £6 a month for their bank accounts and no interest will be paid on current accounts.
- (5) **Payroll Bureau Charges 2016:** Morris & Co, the Parish Council's payroll managers, will be increasing their charges with effect from 6 April 2016. The revised charges will be £21 for the first employee and £2.05 for each employee thereafter (£27.15 per transaction). This is a very small increase of £1.15 per transaction amounting to £13.80 a year.

## **14 ISSUES RAISED BY COUNCILLORS**

## **15 DATE OF NEXT MEETING**

Annual Meeting - Monday 9 May 2016 at 7.00pm at Elton Community Centre