

Elton Parish Council

Minutes of the meeting of the Parish Council held on Monday 8 February 2016 at Elton Community Centre

Present: Councillors Tony Mills (in the Chair), Ruth Ackroyd, Ryan Cash, Martin Dickinson, Neil Hughes, Margaret Lockhart, Nicola Stubbs, Barbara Sweeney and Maureen Wilson

In Attendance: Pauline English (Parish Clerk), PC Rob Boulton and PCSO Jake Connolly

16.14 APOLOGIES

Apologies for absence were received and accepted from Councillors Nicola Stubbs, Barbara Sweeney and Claire Thornton and Ward Councillor Stephen Smith.

16.15 DECLARATIONS OF INTEREST

None

16.16 OPEN FORUM

No issues raised

16.17 MINUTES

The minutes of the meeting held on 11 January 2016 were confirmed as a correct record.

16.18 MATTERS ARISING FROM THE MINUTES

In relation to Minute 16.08(2) the alarm needed to be sorted out as a separate issue.

16.19 PLANNING

(1) **Applications:** None received

(2) **Decisions:**

15/05164/FUL - Demolish existing side garage and erection of a single storey side extension at 80 School Lane, Elton, Chester, Cheshire CH2 4LN – **APPROVED**

15/04493/FUL - Single storey rear and side extension with alterations to front elevation at 5 Laurel Farm Court, Elton, Chester, Cheshire CH2 4RY – **APPROVED**

15/04422/FUL - Erection of a dormer bungalow on land adjacent Meadow Bank, Ince Lane, Elton, Chester, Cheshire - **APPROVED**

16.20 HIGHWAYS AND PUBLIC RIGHTS OF WAY

(1) **Parking outside Elton Primary School:** A child had nearly been knocked over by a yellow van outside the school. Something needed to be done to stop vehicles from parking illegally and the School had no money available. CWaC had offered to put in double yellow lines, which was some help. It was noted that the bollards at the end of the Community Centre car park had been damaged and needed to be replaced. This was agreed. A suggestion was made for Scout Hut Lane of installing a lockable, counter-balanced barrier or that the gate should be moved further forward. Costs for these options were awaited.

(2) **Potholes:** The Parish Council had received a number of complaints about potholes within the village. It was agreed that a letter should be written to CWaC Highways asking for these potholes to be properly repaired rather than just patched, especially those in Ash Road.

16.21 UPDATE REPORTS FROM MEMBERS

(1) **Police Update:** PC Boulton reported that there had been some ASB issues at the shops and that the behaviour of a man who was begging was being monitored by the police. There were parking issues outside the school, especially with vehicles parking at the bottom of Scout Hut Lane. Once the new crossing was built parking would have to be monitored carefully. The Let's Walk initiative was highlighted and it was agreed to put the poster for this on the website. There could be some drug issues in Pogle's Wood. Cheshire West and Chester (CWACh) had never accepted ownership of this wood but via the Ward Councillor it had been agreed

that CWaC would clean it up and then the Parish Council would pay a local man to keep it clean.

- (2) **Community Centre:** A meeting had been arranged with Claire Jones, Cheshire Community Action on Wednesday 10 February. Any Councillor who was available was invited to attend. It was noted that the Open Night had not been very well attended but that several people had volunteered to become Committee members. One of the issues that the Parish Council needed to clarify with Claire Jones was whether members of the Committee should automatically become Trustees. If this was the case then Councillor Lockhart was not happy to continue as the Parish Council's representative.
- (3) **Play Area / Parish Field / Jubilee Field:** The Chairman reminded Councillors that £46,000 of S.106 money was being held by CWaC and should be available to Elton Parish Council to put towards any projects. It should be possible to tap into this fund for financial assistance towards an all-weather pitch. There was a formal procedure for applying for funding.
- (4) **Shops:** Initial costings were being sought for planters which could, with the approval of Benmill, be placed along the edge of the car park at the shops. This would prevent vehicles from driving over the pavement to get into the car park. The Parish Council would write to Benmill about the litter problem at the shops and offer to clean up for an agreed sum.
- (5) **Encirc / Essar / CF Fertilisers:** Meetings of all three organisations were planned within the next month.
- (6) **Protos:** A meeting had been held on 27 January 2016. The company were thinking of downsizing the waste contract and were looking again at municipal contracts. The Community Benefit Fund money had been banked and a meeting was to be held the following week to look at the initial requests for funding.
- (7) **Frodsham Wind Farm:** A meeting of the Liaison Committee had been held the previous week at which Councillor Alan Mackie had been elected Chairman with Councillor Eleanor Johnson as Vice-Chairman.
- (8) **Thornton Science Park:** Nothing to report. The Parish Council might have to push for a second meeting.
- (9) **Allotments:** The first cut of the paths had been done and the site was already much tidier. It was confirmed that the Parish Council would meet the cost of cutting the hedge.
- (10) **Website / Social Media:** Three emails had been received about potholes and the residents concerned had been told how to report these to CWaC using their website. There had been 152 hits on Facebook. It was very pleasing to note that the Chairman had received compliments from CWaC about the design of the website.
- (11) **Parish Council and Police Surgeries:** The surgeries were going well. A gentleman had brought up the subject of a dead tree on the green opposite The Rigger on a number of occasions. This piece of land belonged to the Parish Council who would arrange for the tree to be removed. A number of complaints had been received about the state of the shopping parade. It was agreed to wait for the costs of the planters and then write to Benmill. A number of complaints were received about dog fouling and it was agreed to make reference to this problem in the Newsletter and on the website. Councillor Lockhart confirmed that the Speedwatch gun would be staying in the village for the foreseeable future. She was authorised to use it and, if accompanied by a Police Community Support Officer warning letters could be issued. If a police officer was present then a speeding driver could be prosecuted.

16.22 CORRESPONDENCE

- (1) **Community Infrastructure Levy (CIL):** CWaC had produced a Preliminary Draft Charging Schedule (PDCS) for the proposed introduction of CIL. This set out the level of CIL charge which was considered to be viable in different parts of the borough. It was proposed that the charge would apply to new housing developments and new retail developments in certain areas. An initial draft Regulation 123 list had also been prepared setting out the potential infrastructure types and projects to be funded through CIL. Comments were invited on the PDCS and accompanying documents by 5pm on Friday 11 March 2016.
- (2) **Community Pride Competition:** Awards were being offered in the following categories:

Award	Deadline for submission of application
Best Community Initiative	13 April 2016
Best Community Newsletter	11 March 2016
Best Community Website	11 March 2016
Best Kept Village	11 March 2016
Community Safety	11 March 2016
Community Spirit	11 March 2016
Working with or by Young People	13 April 2016
Cheshire Rural Women's Award	13 April 2016

The Clerk was asked to forward the form for the Community Website to Councillor Hughes and details of the Community Safety Award to Councillor Lockhart.

- (3) **Publications:** Clerks and Councils Direct – January 2016

16.23 FINANCE

- (1) **Payments:** The following payments were approved

Cheque/BACS	Payee	Amount
S/O	Igoe-Website Hosting	6.99
S/O	Staffing Costs	985.48
BACS	Parish Clerk – expenses	40.20

- (2) **Receipts:** The following receipt was noted
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|---|------|
| National Grid Electricity Transmission Wayleave | 7.84 |
|---|------|
- (3) **Balance:** The balance in the bank at 8 February 2016 was £39,924.70
 - (4) **Risk Assessment:** It was resolved to defer consideration of the Risk Assessment to the next meeting.
 - (5) **Selection of External Auditor:** The Local Audit & Accountability Act 2014 had closed the Audit Commission and established new arrangements for the accountability and audit of local public bodies in England, including parish and town councils. From 1 April 2017 the Act required smaller councils to appoint a new external auditor through a "Sector Led Body" (SLB) or to opt out of these arrangements and appoint their own external auditor. The Local Audit (Smaller Authorities) Regulations 2015 had enabled the establishment of a sector-led, collective procurement body to appoint auditors and manage audit contracts. The National Association of Local Councils (NALC), the Society of Local Council Clerks (SLCC) and the Association of Drainage Authorities (ADA), supported and funded by the Department for Communities and Local Government (DCLG), had established an SLB to appoint auditors for smaller authorities and a tender process would be completed by the end of September 2016. Smaller authorities were automatically opted into the new body and would have an auditor procured for them for a period of five years. A small fee would be charged to cover the whole five year period. However, the Council could decide to opt out and this must be done through a formal resolution. Authorities who wished to opt out must make their own arrangements by establishing an Auditor Panel who would follow a statutory process (set out in regulations) for appointing an auditor by 31 December

2016. If a council opted out but did not appoint an auditor by this date, one would be appointed for them, and the cost would be higher than that charged to authorities using the SLB. The Parish Council resolved to opt into the new arrangements and allow the SLB to procure an auditor with effect from 1 April 2017.

16.24 ISSUES RAISED BY COUNCILLORS

- (1) Councillor Cash asked for issues for the next Newsletter to be sent to him in time for printing at the end of February and publication in early March. As well as being distributed throughout the village, it was agreed to put the Newsletter on the website.
- (2) Councillor Hughes was to arrange a village litter pick. He was asked to liaise with Sarah Dobbins (CWaC Localities Team) with regard to hi viz jackets and to involve all village groups. Councillor Mills would supply a street map. It was agreed to aim for April.
- (3) Councillor Hughes agreed to make name badges and asked all Councillors to email a photograph to him.
- (4) Councillor Wilson had attended a meeting of the Patient Participation Group at the Group Practice when the issue of the annual peppercorn rent to be paid to the Parish Council by the Practice was raised. This had not been paid for a few years and it was agreed that the Clerk should check how much was due and invoice the Practice. It was suggested that the Parish Council's website should provide a link to the Practice website.
- (5) It was reported that funding had been confirmed for the woodland project on the Jubilee Field and that the Woodland Trust would come to the village in March. It was noted that a pipeline crossed the land and a wayleave would be required to allow access for which a small payment might be possible. It was suggested that the Parish Council should ask the National Grid whether they would be prepared to sponsor some trees.

16.25 DATE OF NEXT MEETING

Monday 14 March 2016 at 7.00pm at Elton Community Centre