

Elton Parish Council

Minutes of the meeting of the Parish Council held on Monday 11 January 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)

16.01 APOLOGIES

Apologies for absence were received and accepted from Councillor Claire Thornton and Ward Councillor Stephen Smith.

16.02 DECLARATIONS OF INTEREST

None

16.03 OPEN FORUM

Two representatives of SP Energy attended the meeting to update the Parish Council on the work that had been ongoing for some time on the A5117 to update distribution equipment and was now taking place within Elton village. The deadline for the work to be completed was the end of February. Concerns were expressed that delivery vehicles were blocking the access road to the rear of the Shopping parade. They would be asked to park in the Sub-Station in future. Councillor Ackroyd offered the use of the Church Hall car park.

16.04 MINUTES

The minutes of the meeting held on 14 December 2015 were confirmed as a correct record.

16.05 MATTERS ARISING FROM THE MINUTES

No issues raised.

16.06 PLANNING

- (1) It was agreed that in future any applications received by the Parish Council that were not contentious and could be dealt with within the timeframe for comments required by Cheshire West and Chester Council (CWaC) would be brought to the monthly meetings. Any contentious applications would be referred to a meeting of the Planning Group before being considered by the Parish Council. Applications that could not be dealt with within the timeframe required by CWaC would be referred to the Planning Group for comment and a response would be submitted by the Parish Clerk under delegated authority.

(2) **Applications:**

15/05164/FUL	Demolish existing side garage and erection of a single storey side extension at 80 School Lane, Elton, Chester, Cheshire CH2 4LN – no objections
--------------	--

(3) **Decisions:**

15/04689/FUL	Single storey rear extension at 19 Hallfield Drive, Elton, Chester, Cheshire CH2 4PD - APPROVED
--------------	---

(4) **Awaiting Decision**

15/04422/FUL	Erection of a dormer bungalow on land adjacent Meadow Bank, Ince Lane, Elton, Chester, Cheshire
15/04493/FUL	Single storey rear and side extension with alterations to front elevation at 5 Laurel Farm Court, Elton, Chester, Cheshire CH2 4RY

- (5) **Appeals:** An appeal had been lodged with the Secretary of State against the decision by CWaC to refuse to grant permission for the application set out below:

15/01724/FUL	Construction of solar photovoltaic (PV) farm including the installation of solar panels and associated supporting structures, cabling, inverters, transformer, substations and internal access track and ancillary equipment, landscaping and temporary construction compound on land off Common Lane, Hapsford, Chester
--------------	--

The appeal would be determined on the basis of written representations. Any representations already submitted in relation to the original planning application would be considered by the Inspector but there was an opportunity to make further comments or to modify or withdraw previous representations. It was resolved not to make any changes or to add to previous representations.

16.07 HIGHWAYS AND PUBLIC RIGHTS OF WAY

No issues raised

16.08 UPDATE REPORTS FROM MEMBERS

- (1) **Police Update:** It was reported that Speed Watch had been going very well and would be continued throughout 2016. The speed gun has been used on Ince Lane over the past week and offending vehicles would be sent a warning letter in the post. One offending vehicle that had been driving at 52mph had been spoken to at his home address and advised by PCSO Connolly and PC Boulton. There had been ASB in Ryecroft over the past few weeks and the area was being monitored several times a day to ensure no more issues occur. A male begging at the local shops had been visited by PCSO Connolly and PC Boulton a number of times and they were working with him to take positive steps. Shop workers had reported that they have not seen him lately. A burglary had taken place overnight at Hapsford services on Christmas Eve and investigations were still ongoing. Anyone with any information relating to this was asked to call in via 101.
- (2) **Community Centre:** Councillor Lockhart had attended a meeting with Christine Leith at the Community Centre as the Parish Council's representative. This had been intended to be a Committee meeting but it had not been quorate. Christine had reported that an accountant had come on board and was helping out. There was an alarm at the Community Centre but it was currently not being used. External lighting would be sorted out at the same time as the alarm. It was agreed to offer financial assistance for both the alarm and the lighting via a grant. On the advice of Cheshire Community Action an Open Day was scheduled for the end of January in the hope of attracting new Committee members. The Parish Council had been advised by ChALC to arrange a meeting with Cheshire Community Action.
- (3) **Play Area / Parish Field / Jubilee Field:** Councillor Dickinson reported that he had held a planting day with local children. The Mersey Forest would have grants available in the Spring and would let the Parish Council know when to apply. Councillor Dickinson reported that the Woodland Trust would give 90% funding and would clear and plant the site. He would bring further information to the next meeting.
- (4) **Encirc / Essar / CF Fertilisers:** The meeting at Encirc had been put back. A meeting was to be arranged with Essar at the end of the month. There was nothing to report on CF Fertilisers.
- (5) **Protos:** The next meeting of the Liaison Committee was scheduled for 28 January. The first meeting of the Community Benefit Fund Committee would be held in late March and it was noted that Elton Parish Council could apply for funding from the £25,000 allocated for this year and next.
- (6) **Frodsham Wind Farm:** Nothing to report
- (7) **Thornton Science Park:** Nothing to report
- (8) **Allotments:** A letter had been received from Elton Gardeners' Association (EGA) asking the Parish Council to fund the cutting of the grass on the walkways through the site. A first cut costing £30 was requested followed by two cuts a month at £20 per cut between April and September. The total cost would be £270 a year. This was approved, to be reviewed annually. The Clerk would inform the EGA.

- (9) **Website / Social Media:** Councillor Hughes had drafted a number of protocols for the use of the website and other social media which he circulated. Comments were requested at the next meeting.
- (10) **Parish Council and Police Surgeries:** Councillor Lockhart reported that the Wednesday morning surgeries had been quiet, mainly due to the inclement weather.

16.09 CHESHIRE WEST AND CHESTER COUNCIL

It was reported that CWaC currently had three active consultations which might be of interest to Councillors:

- (1) Review of Services for disabled children and young people aged between 0-25 – closing date 31 January 2016
- (2) Gypsy and Traveller Allocation Police – closing date 7 February 2016
- (3) Hackney Carriage and Private Hire Licensing Policy – closing date 21 February 2016

16.10 APPOINTMENT OF PARISH REPRESENTATIVES TO STANDARDS COMMITTEE

CWaC wished to appoint two Parish Representatives who could be consulted when a complaint was made about the conduct of a member of a local council in the borough. Five applications had been received and, following a vote, it was resolved to nominate Fiona Crane and Edward Lush.

16.11 FINANCE

- (1) **Budget 2016-17:** The Parish Council considered a budget for 2016-17 including staffing costs. A new national living wage of £7.20 per hour was to be introduced from 1 April 2016 and this would apply to the Council's three Street Orderlies. It was noted that it was unlikely that the New Homes Bonus would be available and the Council Tax Reduction Scheme (CTRS) grant was less than last year at £2,405 compared to £2,702. However, it was resolved that the total precept should remain the same as last year. It was resolved that:
 - a) the Clerk's salary from 1 April 2016 should remain at spinal column point 23 (£4,507.80 per annum - £375.65 per month gross);
 - b) the three Street Orderlies be paid the National Living Wage of £7.20 per hour from 1 April 2016;
 - c) the monthly fixed payment to the Clerk for 2016-17 to mitigate the costs of having the Parish Council's registered office at the Clerk's home (including heating, lighting, telephone etc) remain at £10; and
 - d) the rate per mile to be paid for casual use of own transport by both employees and Councillors on Parish Council approved business should remain at 45p per mile.
 - e) the precept be set at £28,595 which, together with the CTRS grant of £2,405 would bring the total amount collected to £31,000, the cost to a Band D property being approximately £30 a year.

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

Cheque No	Payee	Amount
S/O/BACS	Staff Costs	985.48
S/O	Igoe – Website Hosting	6.99
BACS	PIANDMS – Elton Play Area	351.60
BACS	Igoe – Web Update/Minutes upload	60.00
BACS	Parish Clerk – Expenses	52.33

- (3) **Receipts:** The following receipt was noted

Bank Interest	18.52
---------------	-------

- (4) **Balance:** The balance in the bank at 13 January 2016 was £42,335.93
- (5) **Risk Assessment:** It was resolved to defer consideration of the Risk Assessment to the next meeting.

(6) **Internal Audit:** It was resolved to appoint Nigel Parton, Hollytree Accounting Services, as the Parish Council's internal auditor for the 2015-16 audit

16.12 ISSUES RAISED BY COUNCILLORS

The Chairman asked Councillor Stubbs whether she would be prepared to become the Parish Council's liaison with the Youth Club. She agreed to this.

16.13 DATE OF NEXT MEETING

Monday 8 February 2016 at 7.00pm at Elton Community Centre