



Minutes of the of the Parish Council meeting held on 14 September 2020 at 7.00pm in Elton Community Centre.

PRESENT: Cllrs Steve Serna (Chair), Andy Canham, Pauline O’Reilly, Martin Dickinson, Lynne Williams and Stephen Garrity.

20.83 APOLOGIES FOR ABSENCE

Cllrs Christine Leith and Maureen Wilson.

20.84 DECLARATIONS OF INTEREST

There were no declarations of interest.

20.85 PUBLIC SPEAKING

There were no issues raised by members of the public.

20.86 MINUTES

The minutes of the meeting held on 9 March 2020 and 31 August 2020 were proposed as a true record of events by Cllr Canham and this was seconded by Cllr O’Reilly – the Minutes were subsequently approved unanimously.

20.87 PLANNING

(1) **Applications** received by CWAC since the last meeting of the Parish Council

20/00773/FUL	Land Adjacent To Little Meadow Green Shotwick-Frodsham Road Thornton Le Moors Chester - Change of use of land for the siting of caravans for residential purposes for 20 no. transit gypsy pitches together with the formation of ancillary hard standing – Closing date for commenting 7 April 2020 – Noted.
20/00787/HAZ	Encirc Glass Ltd Ash Road Elton Chester CH2 4LF - Proposal: Storage of speciality chemicals Reference Number- Closing date for commenting 24 April 2020 - Noted
20/01064/FUL	Hatton House Ince Lane Elton Chester CH2 4LU – Single story extension – Closing date for commenting 19 May 2020
20/02827/FUL	Encirc Glass Ltd Ash Road Elton Chester CH2 4LF – Installation of two LPG tanks, a fire escape staircase from the extension to the Production Hall, one new portable cabin and the retention of 16 portable cabins – Closing

	date for commenting 28 September 2020 – Noted – No comment to be made by the Parish Council.
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(2) **Decisions** made by CWAC since the last meeting of the Parish Council - **Noted**

None	Noted
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(3) **Appeals** made to CWAC since the last meeting of the Parish Council

None	Noted
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(4) **Appeals** made to the Planning Inspectorate since the last meeting of the Parish Council

None	Noted
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(5) **Decisions** made by the Planning Inspectorate since the last meeting of the Parish Council

None	Noted
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(6) Matters before the Planning Committee

None	Noted
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20.88 CHAIR REPORT

The Chair welcomed Parish Councillors in what has been a very difficult and stressful time. The past 6 months have affected everyone; the village and the Country in ways that none of us would have imagined just a year ago. However, despite the pain and loss suffered by the residents, the Chair advised he had taken strength from the way so many of our community have pulled together to help the more vulnerable and hoped that we come out of this pandemic stronger and closer through what we have endured together. The Chair said his personal thanks goes out to all the volunteers that have dedicated so much time to help so many of our Parish. Secondly, the Chair thanks Margaret Lockhart, who has stood down as a Parish Councillor after many years of dedicated service to the community. Her legacy is great and will be long-standing. Margaret has been key to many projects, from the defibrillator to the dog parks and the passion for the work she has done is clear for all to see. Hopefully this is Au Revoir and not goodbye and that she will continue to help the Parish Coyuncil and the community in whatever capacity suits her.

20.89 POLICE REPORT

PCSO Lauren Davies sent her apologies for tonight’s meeting. Margaret Lockhart is Cheshire Constabulary’s liaison officer and would be reporting to the

Parish Council when the PCSO or PC could not attend. She advised that following complaints made to her regarding the tractors from Willis' farm driving carelessly through the village, the Police have asked if the Parish Council could contact Mr Willis to see if anything can be done. Margaret suggested that the Parish Council ask that the tractors don't go through the village but go around instead. The Chair advised that the Clerk could write to Mr Willis regarding this.

There have been reports of antisocial behaviour at Ince & Elton railway station. Upon investigation by the Police no drugs were found only rubbish. The Police will patrol the area and monitor.

A couple of incidents have been reported on Parkland Drive of antisocial behaviour, which involves the taking of doorbells. The Police have conducted reassurance visits to those households involved but have been unable to identify the offenders.

20.90 COUNCILLORS' REPORTS

To receive updates since the last Parish Council meeting from each of the working groups as follows:-

(1) ECO WORKING GROUP

Cllr Canham advised that he and Steve Yandel has removed a large broken branch on one of the trees on the Village Green.

Cllr Canham advised that a local resident, Heather Jones, is very keen to have a community orchard and plant trees on green spaces throughout the village. Cllr Canham and Heather had met with a representative from Cheshire West & Chester Council who advised that they would be supportive of such a project.

(2) FINANCE WORKING GROUP

Nothing to report.

(3) CHILDREN'S PLAY AREA

An update regarding an inspection was received from Sarah Gorst as her husband was unable to attend this evening. The inclusive roundabout was bent. The Chair advised that the Clerk could contact the contractor to look at repairing it.

(4) DOG PARK

Margaret Lockhart advised that the dog park had been reopened and all was fine. A second gate has now been installed and the path laid for disable access.

(5) PARISH FIELD

The Chair advised that the tree felling would take place this coming

weekend.

(6) JUBILEE FIELD COMMITTEE

The Chair advised that he and Steve Yandel had planted some trees and bushes in the Jubilee Field and acknowledged that a new gate and post would be needed. This could be discussed at the next Jubilee Field Committee meeting. Once there is a new gate then the field can be opened up to residents to start to use. Cllr O'Reilly said that it would be a nice idea to have a rose garden in the Jubilee Field in commemoration to the residents who have lost their lives to Covid 19. Again, this could be discussed at the next Committee meeting.

(7) LEGAL & POLICIES

The Community Centre CIO has been finalised and is awaiting signatures from the Community Centre Trustees who will arrange to attend the Parish Council Solicitors to sign the documentation.

(8) PUBLIC TRANSPORT

Cllr Canham advised that the cycle path improvement works on the A5117 have commenced. Cllr Dickinson advised he had received an email from CWAC in relation to this and he will bring it along to the next meeting to discuss.

(9) COMMUNITY EVENTS

The Chair advised that unfortunately, due to the pandemic, most of the events that had been planned for this year had been cancelled.

In relation to the Christmas lights the Chair advised that a quotation had been received from Northwich Town Council in relation to the installation this year. Councillors felt that it would be more economical to purchase and install the tree and picket fence themselves but to still ask Northwich Town Council to install the motifs on the streetlight columns.

(10) FUNDRAISING

Nothing to report.

(11) ELTON & HELSBY GP PRACTICE

Cllr Williams advised that the GP Practice wished to hold a flu clinic in Elton Community Centre on 7 November 8am-2.30pm.

(12) ALLOTMENTS

Camille Griffiths from the Allotment Committee advised that they were thinking of extending the car park and she would email the Clerk to ask if the Parish Council would be agreeable to this being done. They would be applying for grants in order to fund this.

Camille advised that although the eco toilet door had sustained some minor damage in the storms it would be plumbed in soon and an open day was planned for May.

(13) ELTON COMMUNITY CENTRE

Michelle Pattinson advised that they were looking at installing cycle racks outside the Community Centre.

Cllr O'Reilly advised that a new Community Café would be opening on Saturday when it would host a macmillan cake sale/coffee morning. Also, as part of the new Community Café, it was being discussed that food donations from Fairshare could be used to make meals to be sold at a reduced rate to residents 5 days a week. Cllr O'Reilly said that the Community Centre Trustees hoped to start this soon.

20.91 FINANCE

(1) To note/approve payments made in March 2020 – Noted and approved.

Date	For	Amount
10.03.20	Elton Community Events Committee - Loan	£2000.00
13.03.20	Staff Salaries	£1,259.06
13.03.20	HMRC	£202.62
23.03.20	Peninsula Business	£131.56
24.03.20	Elton Gardeners Association (additional planter)	£35.00
24.03.20	Hammer & Tongs	£28.37
27.03.20	Pursglove & Brown Accountants	£72.00
	Total	£3,728.61

To note/approve payments made in April 2020 – Noted and approved.

Date	For	Amount
09.04.20	A J Eardley Landscaping & Groundworks Ltd	£650.00
09.04.20	Clerk's Expenses for March and April 2020	£138.92
15.04.20	Staff Salaries	£1,259.06
15.04.20	HMRC	£251.44
22.04.20	Peninsula Business	£131.56
29.04.20	Steve Serna – Reimbursement for purchase of Foodbank items	£349.59
	Total	£2,780.57

To note/approve payments made in May 2020 – Noted and approved

Date	For	Amount
12.05.20	Came & Company Insurance	£907.01
12.05.20	Countrywide (Grass Cutting period	£647.72

	01.04.20 - 30.04.20)	
15.05.20	Staff Salaries	£1,296.04
15.05.20	HMRC	£201.80
15.05.20	Clerks Expenses	£48.97
26.05.20	Peninsula Business	£131.56
26.05.20	ChALC Annual Membership Fee	£998.64
26.05.20	Andrew Gorst – Training Expenses	£100.68
26.05.20	Bell Graphics Printers – Covid 19 Support Group Leaflets	£95.00
26.05.20	Eon Energy – Festive Lighting (Dec 2019- Jane 2020) Electricity Supply	£20.46
	Total	£4,447.88

To note/approve payments made in June 2020 – Noted and approved.

Date	For	Amount
03.06.20	Countrywide Ground Maintenance (Grass Cutting period 01.05.20 – 31.05.20)	£647.72
05.06.20	Pursglove & Brown Accountants	£96.00
15.06.20	Staff Salaries	£1,295.84
15.06.20	HMRC	£202.00
23.06.20	Peninsula Business	£131.56
23.06.20	Morrell Play Services – Annual Inspection	£54.00
30.06.20	Steve Serna – Reimbursement for foodbank supplies	£149.22
30.06.20	Clerk's Expenses	£34.00
30.06.20	Steve Serna – Expenses	£89.00
30.06.20	Quarterly Bank Service Charge	£18.00
	Total	£2,717.34

To note/approve payments made in July 2020 – Noted and approved.

Date	For	Amount
15.07.20	Staff Salaries	£1550.08
15.07.20	HMRC	£254.64
22.06.20	Peninsula Business	£131.56
	Total	£1936.29

To note/approve payments made in August 2020 – Noted and approved.

Date	For	Amount
06.08.20	Countrywide Ground Maintenance (Grass Cutting period 01.06.20 – 30.06.20)	£647.72
06.08.20	Countrywide Ground Maintenance (Grass Cutting period 01.07.20 to 31.07.20)	£647.72
14.08.20	AJE Landscaping & Groundworks Ltd	£700.00
15.08.20	Staff Salaries	£1296.04
15.08.20	HMRC	£201.80
23.08.20	Peninsula Business	£131.56
	Total	£3624.84

(2) To note income for March 2020 – Noted.

Date	For	Amount
31.03.20	Encirc Donation to Covid 19 Support Group Foodbank	£500.00
	Total	£500.00

To note income for April 2020 – Noted.

Date	For	Amount
03.04.20	Essar Oil (UK) Ltd Donation to Covid 19 Support Group Foodbank	£3,000.00
09.04.20	Cheshire West & Chester Council Member's Budget (Ward Cllr Heatley) Donation to Covid 19 Support Group Foodbank	£500.00
14.04.20	Cheshire West & Chester Council Precept	£45,000.00
17.04.20	Cheshire Police & Crime Commissioner Donation to Covid 19 Support Group Foodbank	£1,000.00
	Total	£49,500.00

To note income for May 2020 - Noted

Date	For	Amount
	Total	£0.00

To note income for June 2020 – Noted.

Date	For	Amount
	Total	£0.00

To note income for July 2020 – Noted.

Date	For	Amount
07.07.20	SP Manweb plc	£12.52
	Total	£12.52

To note income for August 2020 – Noted.

Date	For	Amount
	Total	£0.00

- (3) To note the balance in the Bank as at 31 March 2020 £5,403.67
 To note the balance in the Bank as at 30 April 2020 £51,880.39
 To note the balance in the Bank as at 31 May 2020 £47,432.51
 To note the balance in the Bank as at 30 June 2020 £45,005.39
 To note the balance in the Bank as at 31 July 2020 £42,791.41
 To note the balance in the Bank as at 31 August 2020 £39,166.57

- (4) Cllr Garrity raised the issue of the Penninsula contract. He suggested that the 30 day cancellation window be marked next to the payment on the Agenda to prevent missing it. Everyone agree that this was a good idea and Cllr Garrity will advise the Clerk of this date for her to insert on the Agenda in future.

20.92 CO-OPTION

The Chair advised that there had been 1 application for the vacancy of Parish Councillor, which had been received from Denise Crosswaite. Denise introduced herself and talked about her experience that she could bring to the role. It was proposed by the Chair that Denise be invited to become a member of the Parish Council and this was seconded by Cllr Garrity. There was a unanimous vote in favour of this.

20.93 ELECTION OF NEW VICE CHAIR

Cllr Canham expressed an interest in the position. The Chair proposed that Cllr Canham become the new Vice Chair and this was seconded by Cllr Williams. A unanimous vote in favour of this was made.

20.94 RE-ALLOCATION OF RESPONSIBILITIES

Margaret Lockhart expressed that she would like to keep carrying out some of her Councillor tasks.

- (1) Defibrillator – Cllrs Dickinson and O'Reilly agreed to share the responsibility. Local resident, Linda Canham, who is a nurse has also offered her assistance. The Chair proposed that Cllr O'Reilly have overall responsibility for the defibrillator with Cllr Dickinson being the back-up. Cllr Garrity seconded this and a unanimous vote was made.
- (2) Dog Park – Margaret advised that she checks the dog parks every day. The Chair advised that Margaret could ask the Jubilee Field Committee if she could continue to be the guardian of the dog park. In the meantime the Chair will look after the dog park until the next meeting.
- (3) Police Liaison – it was proposed by the Chair and seconded by Cllr Canham that there would not be any one Councillor who would attend the Police Commissioner meetings but that this role should be shared amongst all Councillors. Margaret will continue to do the Police Surgeries every Wednesday at the shops on behalf of Cheshire Constabulary.

20.95 ELTON GARDENER'S ASSOCIATION – ELTON ALLOTMENTS

It was proposed by the Chair to approve the new Tenancy Agreement put forward by Elton Gardener's Association in relation to them leasing plots on the allotments. This was seconded by Cllr Garrity and a unanimous vote was made.

20.96 CORRESPONDENCE

- (1) Elton Community Centre have made an application for a "start-up" grant for Elton Youth Hub. Councillors thought the Youth Hub was an excellent idea and it was proposed by Cllr Garrity to approve a grant of £500. This was seconded by Cllr Canham and a unanimous vote in favour of the grant was made.
- (2) An email had been received from Mr Thomasson in relation to an overgrown

hedge. He has in the past reduced the hedge in height himself and he was seeking permission to continue to do this. It was agreed that there was no reason that he could not do this. The Clerk will advise Mr Thomasson.

- (3) An email has been received from Ms Quilty of Lime Grove. Her property backed onto the allotments and she wanted to know if it would be possible to purchase/lease a section of the allotments in order to extend her back garden. The Chair advised that having looked at the Deeds for the allotments it states therein "not to use the land other than as allotments". Therefore, the Parish Council could not sell/lease any part of the allotments for the purpose of use as a garden. The Clerk will advise Ms Quilty.

It was pointed out by Camille of the Elton Allotment Association that it looked as though several residents of properties backing onto the allotments had extended their gardens into the allotment. Cllr Garrity said he will look at this wider issue. The Chair will speak to the Chair of Ince Parish Council as he is aware that they have just dealt with a similar matter in their Parish.

20.97 BONFIRE NIGHT EVENT

It was agreed that the Parish Council should not host an event as the current Covid 19 restrictions would not allow.

20.98 ELTON COMMUNITY CENTRE CONSTITUTION

The Chair advised that the CIO was ready to be signed by the Community Centre Trustees and once this was done it would then need to be signed off by the Parish Council.

20.99 ADOPTION OF 2 X CHESHIRE WEST & CHESTER CHILDREN'S PLAY AREAS

The Chair explained that there was a delay with this matter due to IT issues at CWAC when the Parish Clerk's emails had been going into the Locality Officer's "spam" folder, this only came to light 2 weeks ago.

20.100 POGOS WOOD/MARSH LANE GREENWAY

The Chair explained that there was a delay with this matter due to IT issues at CWAC when the Parish Clerk's emails had been going into the Locality Officer's "spam" folder, this only came to light 2 weeks ago.

20.101 ELTON NEWSLETTER/COLLABORATION WITH THE CHURCH'S BI-MONTHLY PUBLICATION

Cllr Garrity said there was no update on this matter as he had still not had a response from the Church representative. The Chair advised that he would attempt to speak to the Church. Local resident, Nigel Goodliffe, said he will give the Chair the contact details.

20.102 LIVERPOOL JOHN LENNON AIRPORT AIRSPACE CONSULTATION

Cllr Garrity said the consultation period has now passed and he has not heard anything further. He advised that this matter could be left off any future agendas.

20.103 TREE FELLING

The Chair advised that the tree felling had been delayed and would now take place on 19 and 20 September 2020. The Chair explained the urgent decision taken to fell the trees as they had become dangerous. Cllr Garrity proposed to ratify the decision to instruct the contractor to fell the trees on the Parish Field. This was seconded by Cllr Canham and a unanimous vote was made in favour of ratifying the decision.

20.104 INNOSPEC VOLUNTEERS

It was noted that Innospec offer all employees one day a year to volunteer for community and charitable activities taking place local to their facilities and that they could possibly held with the tree planting. The Chair advised that Steve Yandel has trees for the Jubilee Field and Cllr Dickinson advised that he still had some saplings and the seeds from Kew Gardens.

20.105 MATTERS ARISING FOR THE NEXT MEETING

- Ratification of Foodbank
- Elton Gardener’s Association – Daffodils around the village?
- Marshes Community Benefit Fund – Plaque relating to their donation for the path
- First aid box for Jubilee Field
- Village Plan
- Purchase of equipment to enable virtual meetings
- Restructure of Councillor Responsibilities and Reports
- Discuss a suitable way to mark 2020

The Chair requested that members of the public leave before the commencement of Part 2

AGENDA PART 2 – MATTERS TO BE CONSIDERED IN THE ABSENCE OF THE PRESS AND THE PUBLIC

20.106 DATE AND TIME OF THE NEXT MEETING

Monday 12 October 2020 at 7.00pm in the Elton Community Centre. The Chair closed the meeting at 9.05pm.