



ELTON PARISH COUNCIL

COUNCIL SUMMONS

Dear Member

You are HEREBY SUMMONED to attend a Meeting of the Parish Council to be held in **ELTON COMMUNITY CENTRE** on **MONDAY 13 JANUARY 2020** at 7.00pm for the purpose of transacting the business set out on the agenda below.

Parish Clerk
6 January 2020

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 Tracey Bellis, Clerk to the Parish Council at parishclerk@eltonparishcouncil.co.uk

AGENDA Part 1

People present

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATIONS OF INTEREST**
3. **PUBLIC SPEAKING TIME**
4. **MINUTES**

To confirm the minutes of the meeting held on 9 December 2019 as a correct record.

5. **PLANNING**

- (1) To note applications received by CWAC since the last meeting of the Parish Council

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- (2) To note decisions made by CWAC since the last meeting of the Parish

Council

18/04948/S73	Encirc Glass Ltd Ash Road Elton Chester CH2 4LF - Variation of condition 4 (HCV movements) of planning permission 17/01820/S73 to remove requirement to reduce movements over time – Awaiting
19/03948/FUL	79 Holme Drive Elton – Two storey side extension - Approved

- (3) To note appeals made to CWAC since the last meeting of the Parish Council

None	
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- (4) To note appeals made to the Planning Inspectorate

None	
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- (5) To note decisions made by the Planning Inspectorate

None	
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- (6) To note matters before the Planning Committee

None	
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6. CHAIR REPORT

To receive the Chair's Report since the last meeting.

7. POLICE REPORT

To receive the Police Report for Elton since the last meeting of the Parish Council from either the PCSO or Cllr Lockhart who is the Police Liaison.

8. COUNCILLORS' REPORTS

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

- (1) **ECO WORKING GROUP**
- (2) **FINANCE COMMITTEE**
- (3) **CHILDREN'S PLAY AREA**
- (4) **DOG PARK**
- (5) **PARISH FIELD**
- (6) **JUBILEE FIELD COMMITTEE**
- (7) **LEGAL & POLICIES**

- (8) PUBLIC TRANSPORT
- (9) COMMUNITY EVENTS
- (10) FUNDRAISING
- (11) ELTON & HELSBY GP SURGERY
- (12) ALLOTMENTS

(9) FINANCE

- (1) To note/approve payments made in December 2019

Date	For	Amount
04.12.19	Grant to Elton Gardner's Association towards Eco loo	£330.00
06.12.19	Chair's Allowance	£150.00
06.12.19	Andrew Gorst (Expenses for attending training course)	£100.80
06.12.19	ThenMedia (Parish Council Website hosting and emails for 12 months)	£352.80
10.12.19	Elton Community Centre Events Committee Loan	£2,000.00
11.12.19	Playsafety Ltd (Play Area Inspection Training for Andy Gorst)	£576.00
13.12.19	HMRC	£201.22
13.12.19	Staff Salaries	£1,309.72
19.12.19	Northwich Town Council (Christmas Lights & Tree)	£7,974.00
23.12.19	Peninsula Business (HR Services)	£131.56
31.12.19	Quarterly Bank Service Charge	£18.00
	Total	£13,144.10

- (2) To note income for November 2019

Date	For	Amount
19.12.19	Essar Oil UK Ltd (donation towards Christmas Lights)	£300.00
	Total	£300.00

- (3) To note the balance in the Bank as at 31 December 2019 £19,415.97

10. VILLAGE PLANTERS

To discuss and resolve what to do regarding the 10 Village planters; who will plant and maintain them. To resolve whether to instruct Northwich Town Council to refill the planters in the spring (£595 plus VAT) or to make alternative arrangements.

11. JUBILEE FIELD COMMITTEE

Following the meeting of the Jubilee Field Committee (the Committee) on 25 November 2019, the Committee have requested an interim budget of £500. The Parish Council to discuss and resolve if a budget should be granted.

12. DOG PARK WASTE BIN COLLECTION

There is a currently a dog foul bin approximately 20ft from the dog park. However, some users of the dog park are not picking up after their dogs. Cllr Lockhart thinks that if there was a bin located within the dog park then this would resolve the issue. Enquiries have been made with Cheshire West & Chester Council (CWAC) who have advised that they could install a metal multi-use bin, where dog foul and general waste can both be deposited, at a cost of £364 or a plastic multi-use bin at a cost of £204. CWAC advise that any new bin would incur an additional charge of £15 per week (£780 per annum) for removal of waste, which would be payable by the Parish Council.

Therefore, to discuss and resolve if the Parish Council should:

- (i) Relocate the current dog foul bin closer to the dog park (the cost of which would be minimal) and as CWAC already empty this bin then there would be no additional charge for the weekly removal of waste or;
- (ii) Purchase and locate a multi-use bin outside the dog park. The options for this are as follows:
 - a. £364 for CWAC to supply and install a metal multi-use bin. The additional cost of £15 per week would be payable for this option.
 - b. £204 for CWAC to supply and install a plastic multi-use bin. The additional cost of £15 per week would be payable for this option.
- (iii) Purchase and install a metal dog foul only waste bin for £292. The additional cost of £15 per week would be payable for this option.
- (iv) Purchase and install its own bin and commission CWAC or any other registered refuse collection service to collect the waste at the Parish Council's cost.

Cllr Lockhart has been advised that she could make an application for funds from the Ward Councillors' Members Budget for the purchase and installation of either a metal or plastic multi-use bin located outside the dog park. The closing date for receipt of Members Budget applications is 31 January 2020.

13. ELTON COMMUNITY CENTRE PROPOSED NEW CONSTITUTION

The Chair will give an update.

14. PARISH FIELD - ACTIVE ELTON PLANS

Following the Parish Council's meeting with the Localities Officer from Cheshire West & Chester Council to discuss the Active Elton plans for the Parish Field (the Project), to resolve:

- (i) If the Parish Council wishes to move forward with the Project.

- (ii) If the Parish Council resolves to move forward with the Project, then to resolve whether to:
 - a. Make enquiries with John Seiler from Total Environment, who has been recommended by CWAC to manage the Project. It is understood that John would be paid a percentage of the total cost of the Project.
 - b. use the estimated £46,000 of the Section 106 money to part fund the project.
 - c. form a Working Group for the project.

15. CORRESPONDENCE

- (i) Correspondence has been received from 1st Ince & Elton Scouts to request a £400 donation towards their Bonfire Night firework display they hosted for Elton residents in November. To discuss and resolve whether the Parish Council should grant the sum of £400 to the Scouts.
- (ii) To note that the Clerk has been copied into an email from Thornton Le Moors Parish Clerk to the Ward Councillors in relation to the A5117 Cycle Path. As part of United Utilities' successful Planning Application to expand, all local Parish Councils were informed that they would install a cycle path connecting the A5117 to Cheshire Oaks. This is likely to benefit both Elton and Ince residents as well as those in Thornton Le Moors.
- (iii) Correspondence has been received from Elton Community Events Committee (ECEC). They have confirmed that the recent loan will be repaid as soon as they have raised funds. ECEC has enquired if the Parish Council will give consideration to the following matters:
 - a. ECEC has requested a donation towards the 2020 Elton Village Fete in the sum of £450 to cover the costs of a Samba Band who will lead the Parade, play sets throughout the day and possibly carry out some activities for the children. The Samba Band is the same one that plays at the Ho Ho Helsby Christmas Event. To resolve whether the Parish Council will make a donation of £450.
 - b. ECEC have raised an important issue in relation to all events that will be held on the Parish Field; the lack of power. The costs of hiring the generators that will be required for the 2020 Elton Village Fete are over £1000. The Scouts HQ can supply some power but it is not safe to power the stage. Therefore, the ECEC have discussed how quickly they would be able to have a substation installed to cover all eventualities in the future. ECEC have

discussed applying to the Marshes Community Benefit Fund and are getting an idea of cost for a substation. ECEC suggest that the installation of a substation by the could be a VE year contribution to the Village. ECEC are aware that there are plans for the Parish Field (Active Elton Project) and believe that this could be a first step in those plans along with other basics (eg. drainage and sewerage), which would help most events held on the Parish Field and the community as a whole. ECEC have requested that the Parish Council give consideration to either the Parish Council including the installation of a substation for the Parish Field as part of the Active Elton Project or to allow ECEC to seek funding to have this done themselves. To resolve whether to make this part of the Active Elton Project or to allow ECEC to seek funding for the installation of a substation.

- (iv) ECEC would like the Parish Council to discuss lighting for the field. ECEC feels that permanent lighting would be an asset and is essential for events, in particular the Bonfire Event the Scouts host each year. ECEC would like to know if the Parish Council propose to undertake the installation of permanent lighting as part of the proposed Active Elton Project or whether they would like ECEC to go ahead and attempt to have this done themselves.

In relation to lighting the Clerk has been contacted by a company called Energy Saving Lighting (ESL) who specialise in LED lighting and energy efficient solutions. They have helped all types of organisations in all industry sectors light their buildings and streets more efficiently for over a decade. They provide full project management (however big or small the requirement) and offer a complimentary no obligation survey. ESL have advised that they also have a wealth of experience in providing lighting design and installation services. They provide a full value chain to clients from survey, design and business proposal through to funding, supply and installation. ESL also advise that Parish Councils are eligible for interest free loans through Salix so no capital outlay is required.

- (v) Correspondence has been received from Andrew Dutton Head of Environment at Liverpool John Lennon Airport (LJLA) in relation to the Airspace Change Proposal. Mr Dutton states that they are approaching halfway through the Civil Aviation Authority's 7 Stage CAP1616 Airspace Design process and will be seeking to start the formal public consultation element early this year. Attached to his email is a leaflet providing a summary of what's happened so far. Mr Dutton states that if Councillors have any questions or want him or his colleagues to come and discuss this matter further, prior to the public consultation, to contact him to arrange a mutual convenient date and time to do so.

16. ADOPTION OF THE 2 CHESHIRE WEST & CHESTER CHILDREN'S PLAY AREAS

The Chair will give an update.

17. POGO'S WOOD

To resolve whether to instruct the Parish Council's solicitors to proceed with a first registration of Pogo's Wood.

18. SIGNAGE

To resolve the wording on the sub-plate for the 2 new Village signs paid for by Encirc Glass. Suggestions include:-

"Please drive carefully"

19. DEFIBRILLATOR

Update from Cllr Lockhart on the installation of the new defibrillator for the Village located at Elton Shopping Precinct.

20. FOLLOW UP ON THE ENCIRC GLASS PLANNING APPLICATION 18/04948/S73

To receive an update on the Planning Application to increase HCV movements.

21. NEWLETTER

To discuss the newsletter and give consideration to the Parish Council having a section in the Church's bi-monthly newsletter. The Church's newsletter also covers Thornton-le-Moors and Ince.

22. MATTERS ARISING FOR THE NEXT MEETING

To note matters arising for the next meeting.

AGENDA Part 2 – Matters to be considered in the absence of the Press and Public

23. RECOMMENDATION FROM THE STANDARDS COMPLAINTS PANEL HEARING

Following the hearing of the Standards Complaints Panel on 28 October 2019, recommendations were made to the Parish Council. The Clerk wrote to the Councillor requesting he write a letter of apology to the harmed Councillor. To date the Clerk has been informed by the harmed Councillor that she has not received a written letter of apology. To discuss further how the Parish Council would like to move forward with this matter.

24. CODE OF CONDUCT COMPLAINT

A complaint has been raised with the Monitoring Officer in relation to the Code of Conduct. The Chair will give a brief outline of the complaint and the outcome/ recommendations made.

25. DATE AND TIME OF NEXT MEETING

Monday 10 February 2020 at 7.00pm at Elton Community Centre.