



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 12 OCTOBER 2020** at 7.00pm for the purpose of transacting the business set out on the agenda below.

Parish Clerk
5 October 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

Members of the public wishing to address the Council should note that they must advise the Clerk before 10am on the day prior to the meeting both of their wish to participate in the public forum and their topic. If residents fail to inform the Clerk prior to the meeting, permission to speak at the meeting will be at the discretion of the Council. All participants are restricted to a maximum of 3 minutes. If the public wish to ask the Council questions, please note that the Council may not be able to answer the question if the Council has not considered or resolved the question on an agenda item at a prior meeting. Should this be the case, the Council will advise correspondence with the Clerk to request the item be discussed at a future parish council meeting. If the question is considered outside the remit of Elton Parish Council, residents will be referred to Cheshire West & Chester Council.

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 14 September 2020 as a correct record.

5. PLANNING

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

None	
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- (2) To note decisions made by CWAC since the last meeting of the Parish Council

None	
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- (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 Margaret 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**
- (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
- (13) ELTON COMMUNITY CENTRE

9. FINANCE

- (1) To note/approve payments made in September 2020

Date	For	Amount
03.09.20	Countrywide – Grass Cutting	£647.72
03.09.20	CWAC (2 nd instalment of election fees for May 2019)	£1168.75
03.09.20	Clerk's Expenses (for June, July, August and September 2020)	£153.85
11.09.20	Pursglove & Brown (Internal Audit)	£420.00
11.09.20	Pursglove & Brown (Payroll)	£72.00
11.09.20	Foodbank Shelving (reimbursement to V Serna)	£120.00
15.09.20	Staff Salaries	£1515.52
15.09.20	HMRC	£238.56
22.09.20	Peninsula Business (Notice Period is ????)	£131.56
22.09.20	Elton Community Centre (Youth Hub Grant)	£500.00
22.09.20	Alfie Duncan t/a Tree Tops (felling of trees on Parish Field)	£5400.00
28.09.20	Elton Gardener's Association (11 x Planters with winter flowers)	£385.00
30.09.20	Bank Service Charge (quarterly)	£18.00
	Total	£10,770.96

- (2) To note income for September 2020

Date	For	Amount
08.09.20	National Grid	£2.17
08.09.20	Thornton Le Moors Parish Council (Foodbank Donation)	£500.00
	Total	£502.17

- (3) To note the balance in the Bank at 30 September 2020 is £28,897.78 of which £ 4,285.51 is Foodbankfunds.

10. CORRESPONDENCE

- (1) A resident of Mount Pleasant has been in touch with Cllr Dickinson regarding a tree near her property. To discuss what steps will be taken

to investigate whether this tree is the responsibility of the Parish Council and assign a Parish Councillor to do this.

- (2) A request has been made from Elton Gardener's Association for the Parish Council to provide a skip. They have been quoted £225.32 (including VAT) for a large skip which holds 70-90 bin bags. To resolve whether or not the Parish Council will organise and pay for the skip.
- (3) Elton Gardener's Association have suggested planting daffodil bulbs around the Village. They have costed this at £ 50. To resolve whether or not the Parish Council will pay for this.

11. ELTON COMMUNITY CENTRE CONSTITUTION

Update from the Chair on the Community Centre's new CIO.

12. ELTON COMMUNITY CENTRE NEW LEASE

Update from the Chair on the new Lease for Elton Community Centre.

13. RATIFICATION OF FOODBANK

To ratify the decision taken in March 2020 to administer the finances in relation to the Foodbank.

14. FOODBANK

- (1) Update from Cllr O'Reilly and talk about the future plans and discuss a financial contribution from the Parish Council.
- (2) To discuss and resolve the level of financial support to give Elton Community Events Committee from March 2020. Elton Community Events Committee have requested support of £50 per week, to cover the additional costs of running the Foodbank, starting from 23 March 2020 up to 12 October 2020. To be reviewed on 11 January 2021.

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

Update from the Chair on the adoption of the 2 x CWAC children's play areas

16. POGOS WOOD/MARSH LANE GREENWAY

The Chair will give an update on progress.

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

Update from Cllrs Garrity and Leith.

18. PLAQUE IN RECOGNITION OF GRANT FROM THE MARSHES COMMUNITY BENEFIT FUND

To discuss and resolve whether the Parish Council should commission a plaque in recognition of the grant received from the Marshes Community Benefit Fund to lay the pathway around the Jubilee Field.

19. FIRST AID BOX FOR JUBILEE FIELD

To discuss having a first aid box located on the Jubilee Field.

20. VILLAGE PLAN

To discuss the Village Plan and resolve if a working group should be appointed.

21. PURCHASE OF EQUIPMENT TO ENABLE VIRTUAL MEETINGS

To discuss and resolve the purchase of equipment for approximately £1000 to enable virtual meetings of the Parish Council to take place. Elton Community Centre have agreed to pay 50% towards the costs in order for them to be able to use the equipment for conferencing facilities.

22. RESTRUCTURE OF COUNCILLOR RESPONSIBILITIES AND REPORTS

To discuss and resolve Cllr Garrity's suggestions for the restructure of Councillor responsibilities and Reports as follows:-

- Finance and Legal & Policies - Merge
- Green Spaces Group - (Children's Play Area, Dog Park, Parish Field, Jubilee Field and Allotments)
- Buildings (Elton & Helsby GP Surgery and Elton Community Centre) – Merge
- Community Events and Fundraising - Merge
- Eco Working Group - Stays as is
- Public Transport - Removed
- New Group Created for Grant Applications

23. TREES ON PARISH FIELD

- (1) To discuss further pollarding/feeling of trees on Parish Field or whether to leave as they are.
- (2) To discuss and resolve what to do in relation to tree stumps from recent felling of trees on Parish Field as a matter of health & safety.
- (3) To ratify the Chair's decision to mend the fencing between the Parish Field and Elton Primary School as an urgent matter of health & safety.
- (4) To discuss the planting of new shrubs and trees to replace the trees felled between the Parish Field and Elton Primary School.

24. JUBILEE FIELD GATEPOST AND A FRAME GATE

- (1) To ratify the decision to install a new gate post on the Jubilee Field.
- (2) To discuss and decide what type of pedestrian entrance to the Jubilee Field. Either an "A" frame gate, kissing gate or style. To resolve which style of entrance to have and resolve to approach local contractor, Andy Eardley.

25. CHRISTMAS LIGHTS

To discuss the Village Christmas Lights. The Chair will give an update.

26. MATTERS ARISING FOR THE NEXT MEETING

To note matters arising for the next meeting.

27. SUITABLE WAY TO RECOGNISE AND MARK 2020

To discuss ideas for the marking of 2020.

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

28. DATE AND TIME OF NEXT MEETING

The next meeting will take place on Monday 9 November 2020 at 7.00pm at Elton Community Centre.