



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

Parish Clerk
9 November 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 12 October 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 October 2020

Date	For	Amount
05.10.20	Countrywide – Grass Cutting	£647.72
07.10.20	Information Commissioner’s Office Annual Fee	£35.00
13.10.20	Pursglove & Brown (payroll quarter ending 30 Sept 2020)	£72.00
13.10.20	Clerk’s Expenses (for October 2020)	£99.12
15.10.20	Staff Salaries	£1445.50
15.10.20	HMRC	£262.94
22.10.20	Peninsula Business (Notice Period is ????)	£131.56
27.10.20	Elton Community Centre Rent (to pay for the Covid 19 Support Group Rent for the Foodbank run by Elton Community Events Committee) from 23.03.20 to 12.10.20	£1450.00
27.10.20	Pauline O’Reilly – Reimbursement for purchase of food for the Foodbank	£201.31
	Total	£4,345.15

- (2) To note income for October 2020

Date	For	Amount
	Total	£Nil

- (3) To note the balance in the Bank as at 31 October 2020 is £24,552.63 of which £4,484.20 is the Covid 19 Support Group funds (Foodbank).

10. CORRESPONDENCE

- (1) A request has been received from the Trustees of Elton Community Centre for the approval from the Parish Council for the installation of bicycle racks outside the Community Centre. To resolve whether or not the Parish Council gives permission for the bicycle racks to be installed.

- (2) Elton Gardener's Association have advised that they have planted mixed daffodils and crocus around the tree on the Village Green.
- (3) To ratify the cost of providing food and refreshments for volunteers working on the Jubilee Field hedging.
- (4) A request has been received from Elton Community Centre Trustees to share the cost of the purchase of a container for storage.

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. JUBILEE FIELD GATE

To discuss the type of gate to install for access into the Jubilee Field.

14. PAVING OF ENTRANCE TO SECOND DOG PARK

To resolve to pay £150 to have 9 paving slabs laid at the entrance to the second dog park.

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. CHRISTMAS TREE

- (1) To resolve to instruct Andy Eardley to purchase, install and remove a 16-18ft Nordic spruce Christmas tree and to dress the tree with lights at a cost of £850.
- (2) To resolve to instruct Northwich Town Council to provide an electrician to connect the lights on the Christmas tree to the electricity supply.
- (3) To discuss and resolve to purchase an unpainted picket fence to go around the Christmas tree at a cost of £375.
- (4) To discuss and resolve to £150 to purchase selection boxes for children living in Elton and Cllr O'Reilly will attempt to raise similar amounts from local business.

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

Update from Cllrs Garrity and Leith.

19. 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

20. TREES ON PARISH FIELD

- (1) To discuss and resolve whether to approach Steve Yandell in relation to tree making safe the tree stumps from recent felling of trees on Parish Field as a matter of health & safety.
- (2) To discuss the planting of new shrubs and trees to replace the trees felled between the Parish Field and Elton Primary School.

21. SUITABLE WAY TO RECOGNISE AND MARK 2020

To discuss ideas for the marking of 2020.

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. ANNUAL REVIEW OF CLERK'S HOURLY RATE

To resolve to increase the Clerk's hourly rate.

24. DATE AND TIME OF NEXT MEETING

The next meeting will take place on Monday 14 December 2020 at 7.00pm at Elton Community Centre.