



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 11 JANUARY 2021** at 7.00pm for the purpose of transacting the business set out on the agenda below.

Parish Clerk
5 January 2021

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 December 2020 as a correct record.

5. PLANNING

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

20/04466/FUL	4 Mimosa Close Elton Chester Cheshire CH2 4RX - Single storey side extension, single storey rear extension – closing date for comment 9 January 2021
20/04396/FUL	Land at Plot 13 Ince Resource Recovery Park Grinsome Road Ellesmere Port - Resource recovery facility (Plastics Recycling Facility) – closing date for comment 9 January 2021
20/04642/FUL	23 The Paddock Elton Chester Cheshire CH2 4PT – 2 storey and first floor extension – Closing date for comment 27 January 2021

- (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 December 2020

Date	For	Amount
02.12.20	HMRC (November 2020)	£206.00
02.12.20	Oaklands Fencing (Christmas tree fence)	£390.00
02.12.20	PKF Littlejohn LLP (External Audit)	£408.00
02.12.20	Bell Graphics Printing (Foodbank Leaflets)	£77.90
07.12.20	Pauline O'Reilly (£18.80
07.12.20	A J Eardley (Christmas Tree)	£950.00
07.12.20	Then Media (Website)	£554.40
07.12.20	Pauline O'Reilly (Selection boxes)	£356.00
09.12.20	Elton Community Centre Café (Jubilee Field Volunteers Lunch)	£120.00
15.12.20	Clerk's Expenses	£34.00
15.12.20	Staff Salaries	£1452.04
15.12.20	HMRC (December 2020)	£210.60
21.12.20	Pauline O'Reilly	£318.35
22.12.20	Penninsula (HR Service) the Notice Period is	£131.56
31.12.20	Bank Service Charge (quarterly)	£18.00
	Total	£

- (2) To note income for December 2020

Date	For	Amount
02.12.20	West Cheshire Foodbank (Donation to Elton/Ince/Thornton Le Moors Foodbank)	£100.00
03.12.20	JH Willis & Son (Donation towards purchase of selection boxes)	£200.00
11.12.20	Recharge of 50% for Elton Community Centre Website	£231.00
11.12.20	Recharge of 50% for cost of Video Conferencing Equipment for Elton Community Centre	£436.27
	Total	£967.27

(3) To acknowledge the amount in the Bank on 31 December 2020 is £16,398.32 of which £ is the Covid 19 Support Group funds (Foodbank).

(4) **FINANCE WORKING GROUP MEETING ON 4 JANUARY 2021**

(i) **STREET ORDERLIES HOURLY RATE OF PAY**

To note the recommendation made to review the hourly rate of pay in 6 months.

(ii) **PARISH CLERK'S SALARY**

To resolve the recommendation that the clerk's salary should be changed to 12 equal monthly payments.

(iii) **PARISH PRECENT 2021/22**

To resolve the recommendation not to increase the Parish Precept for 2021/22.

10. CORRESPONDENCE

(1) An email has been received from a resident of Orchard Park Caravan Park. The resident raised concerns that the owners of the site, Wildcrest, are attempting to breach planning regulations by adding a further pitch to the site. The resident advises that this new pitch results in the further loss of car parking and garden areas to the site. She advises that Cheshire West & Chester Planning Department have been advised and the Planning Officer has been to take notes and photos. The resident will keep the Parish Council informed of developments.

11. ELTON COMMUNITY CENTRE CONSTITUTION

A draft Constitution has now been produced to the Parish Council. To resolve if the draft is approved.

12. ELTON COMMUNITY CENTRE NEW LEASE

The Lease, previously approved, is tied into the Constitution. To agree that once the Constitution is ratified then the Lease can be signed off by the Parish Council's solicitors.

13. JUBILEE FIELD GATE

Update from Cllr Canham and to discuss and resolve the type of gate to install for access into the Jubilee Field. To receive an update from Cllr Garrity who was going to speak to Andy Eardley about the cost of moving the existing large gate and the installation of a kissing gate.

14. 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.

15. POGOS WOOD/MARSH LANE GREENWAY

The Chair will give an update on progress.

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

Update from Cllrs Garrity and Leith.

17. SPEEDING QUESTIONNAIRE

To discuss the speeding questionnaire from ChALC and resolve a response.

18. MEMORIAL TREE – JUBILEE FIELD

To resolve that Cllr Dickinson may plant a tree in the Jubilee Field in memory of his mother.

19. 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

20. DATE AND TIME OF NEXT MEETING

The next meeting will take place on Monday 8 February 2021 at 7.00pm at Elton Community Centre.