



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

Parish Clerk
7 September 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. VISITING MEMBERS SPEAKING TIME**
- 4. PUBLIC SPEAKING TIME**

5. MINUTES

To confirm the minutes as a true record of the meetings held on:-

- (i) 12 April 2021
- (ii) 24 May 2021
- (iii) 14 June 2021
- (iv) 30 June 2021
- (v) 26 July 2021

6. PLANNING

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

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|--------------|--|
| 21/03470/FUL | Ince Resource Recovery Park Marsh Lane Ince - Erection of three CCTV units and associated equipment - Comments by 23 September 2021 |
| 21/03392/HAZ | South Site Stanlow Refinery Oil Sites Road Ellesmere Port CH65 4EN - Introduction of new substances and increase to the quantities of Hydrogen, Proposal: more substances within the flammable gases and environmental hazard categories – Comments by 23 September 2021 |
| 21/03292/FUL | Area 12 Ince Resource Recovery Park Marsh Lane Ince Installation of boundary fence, lighting column and hard surfacing associated with the 'Protos' primary substation - Comments by 21 September 2021 |
| 21/03086/FUL | Encirc Glass Ltd Ash Road Elton Chester CH2 4LF - Demolition of existing effluent treatment building and erection of a new effluent treatment plant and associated - Comments by 7 September 2021 |
| 21/03097/FUL | 32 School Lane Elton Chester Cheshire CH2 4LN – Single storey rear extension - Comments by 4 September 2021 |

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

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

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

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

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

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| None | |
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7. CHAIR REPORT

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

8. 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.

9. 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**

10. FINANCE

- (1) To note/approve payments made in July 2021

| Date | For | Amount |
|-------------|---|---------------|
| 15.07.21 | Staff Salaries | £1392.94 |
| 15.07.21 | HMRC | £231.56 |
| 15.07.21 | Clerk's Expenses | £68.40 |
| 19.07.21 | Countrywide Grounds Maintenance for 01.06.21 to 30.06.21 and 01.07.21 to 31.07.21 | £1453.18 |
| 19.07.21 | A J Eardley Landscaping and Groundworks Ltd | £888.00 |

| | | |
|----------|---|-----------------|
| 19.07.21 | Pursglove & Brown (Internal Audit) | £420.00 |
| 19.07.21 | ChALC Affiliation | £998.64 |
| 19.07.21 | Peninsula Business (Notice Period to be looked at by Chair) | £131.56 |
| | Total | £5584.28 |

- (2) To note/approve payments made in August 2021

| Date | For | Amount |
|----------|---|-------------------|
| 13.08.21 | HMRC | £231.56 |
| 13.08.21 | Staff Salaries | £1394.94 |
| 23.08.21 | Peninsula Business (Notice period to be looked at by Chair) | £131.56 |
| 24.08.21 | Clerk's Expenses Consumables (Filing cabinet £59, suspension files and tabs £27.10, flash drive £14.99 and labels £1.60) | £34.00 £103.00 |
| | Total | £1895.06 |

- (3) To note income for July 2021

| Date | For | Amount |
|------|--------------|-----------|
| | | |
| | Total | £0 |

- (4) To note income for August 2021

| Date | For | Amount |
|------|--------------|-----------|
| | | |
| | Total | £0 |

- (5) To note the amount in the Bank on 31 July 2021 is £30,742.31

- (6) To note the amount in the Bank on 31 August 2021 is £28,846.57

11. CORRESPONDENCE

- (1) A request has been received from Elton Gardener's Association We have applied to The Marshes benefit fund asking for a grant - we have said we would put in £500 - so have put in a request for £4,500, which is pending. This is for ground work, planting of 25 trees and 3 benches. They are requesting a contribution from the Parish Council of either the full £500 or half £250. To resolve to contribute to the project and agree an amount.
- (2) A letter has been received from Justin Madders MP relating to the creation of a new access point to the Community Centre.
- (3) An email from a resident who has raised concerns over the Old Hall Lane/Parklands Drive junction following a recent collision.

12. ELTON COMMUNITY CENTRE CONSTITUTION

Update from the Chair.

13. ELTON COMMUNITY CENTRE NEW LEASE

Update from the Chair.

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

To resolve to adopt the Sorbus Close children's play area from Cheshire West and Chester Council and agree that the Redwood Drive play area will not be adopted – this matter was deferred from the July meeting.

To receive an update on the adoption from the Chair.

15. POGOS WOOD/MARSH LANE GREENWAY

The Chair will give an update on progress.

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

Update from Cllrs Garrity and Leith. To discuss and agree who to lead and how regular the publication should be.

17. CHRISTMAS EVENT PLANS

To discuss the Parish Council's plans for Christmas Event 2021. Following on from the previous year's growing Christmas Event.

- (1) To resolve to purchase 500 selection boxes (the Clerk will endeavour to purchase these on a special half price offer as in the previous year @ £1.00 each)
- (2) Christmas tree purchase and installation – to discuss and resolve if we will ask A J Eardley.
- (3) Installation of Christmas tree lights – to discuss and resolve if we will ask A J Eardley.
- (4) To discuss and resolve if we will ask Northwich Town Council to install the street lamp motifs.
- (5) Purchase of additional street lamp motifs and commando sockets – to discuss and resolve to buy more for this Christmas.
- (6) Event launch – should the Parish Council have an event as in pre-Covid times at the shops? Or should the Parish Council follow last year's social distanced parade with Santa handing out selection boxes on a walk around the village? – To discuss and resolve.

18. NONE ATTENDANCE AT MEETINGS / INACTIVITY OF SOME PARISH COUNCILLORS

- (1) To discuss the none attendance of Parish Councillors at Parish Council meetings.
- (2) To discuss the inactivity of Parish Councillors and them not playing an active role with projects or issues within the village.

19. CHILDRENS PLAY AREA

To discuss and resolve to pay for Cllr Garrity to undertake training which would enable him to carry out play area inspections. There are 2 options available relating to the training. A 1 day course (£285) which is aimed at those who are responsible for routine (daily/weekly) inspections and a 2 day course (£510) is aimed at those who are responsible for the operational (the one to three monthly) inspections and those in a supervisory or maintenance role. A RoSPA Certificate of Training will be given to all participants who complete the course.

The link to the website which gives details of the courses available is:

<https://www.rospa.com/safety-training/play>

To resolve whether to enrol Cllr Garrity onto the next available course date and also resolve whether to enrol him on the 1 day or 2 day course.

20. ACTIVE ELTON

This matter was deferred from the July meeting. To resolve to reinstate Active Elton and discuss who would lead the project.

21. WILDFLOWER SEEDS

This matter was deferred from the July meeting. To discuss and resolve if the wildflower seeds the Parish Council had could be donated to Elton Gardener's Association for the Allotments.

22. ELTON GARDENER'S ASSOCIATION

This matter was deferred from the July meeting. To discuss and resolve if permission can be granted to Elton Gardener's Association to allow them to keep chickens on the Allotments and for small fruit orchard.

23. 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

24. DATE AND TIME OF NEXT MEETING

The next meeting will take place on Monday 11 October 2021 at 7.00pm at Elton Community Centre.