



Dear Councillor

You are HEREBY SUMMONED to attend a meeting of the Parish Council to be held on **Monday 14 October 2024** at **7.00pm** at Elton Community Centre for the purpose of transacting the business set out on the agenda below.

Lara Jacob

4 October 2024

Members of the public and the press are welcome to attend. Please be aware that the council may take a vote to exclude the press and public if any items to be discussed contain information about an individual's personal circumstances or about a commercial contract or legal advice.

If you have any enquiries about the meeting, please contact Lara Jacob, the Clerk to the Parish Council at: parishclerk@eltonparishcouncil.co.uk
tel: 07871 614665

AGENDA

1. Apologies

To receive apologies for absence.

2. Declarations of Interest

Councillors are reminded of their responsibility to declare any disclosable pecuniary or non-pecuniary interest which they have in any item of business on the agenda no later than when the item is reached. Declarations are a personal matter for each councillor to decide and the decision to declare, or not, is the responsibility of the councillor.

3. Items for discussion in closed session

To consider if any items on the agenda, because of the nature of the information which might be disclosed, should be discussed with the exclusion of the press and public. Items should be identified no later than when the item is reached and a proposal should be moved for a full council decision on exclusion. Reasons for exclusion will be recorded in the minutes.

4. Public Participation

4.1 PCSO Report (to follow)

4.2 Members of the Public

4.3 CWaC Ward Councillors Report

4.4 Elton Allotments

5. Minutes

To agree that the minutes of the meeting held on 9 September 2024 are a true record and on resolution be signed by the Chair (enclosed).

6. Co-option

6.1 To note that CWaC has not yet communicated if a by-election for the vacancy has been requested.

6.2 To consider the draft Co-option Policy (enclosed)

7. Reports from councillors

To receive any reports from councillors, including any feedback from parish council surgeries held.

8. Planning

8.1 Applications received for comment:

(Details of the applications were circulated on receipt)

[EN0110006](#) Mersey Tidal Power Project
MAJOR INFRASTRUCTURE PROJECT
Scoping consultation

8.2 Applications decided by Cheshire West and Chester Council:

24/01461/FUL The Firs Marsh Lane Elton Chester CH2 4LP
Removal of existing hedges from the side of the property and replace with arched fencing panels up to 7ft
Decision Approval
Decision Issued Date Mon 28 9 Sept 2024

9. Finance

9.1 To note any income received.

9.2 To note the payments made since the last meeting, details appended (invoice pack enclosed).

9.3 To resolve the payments to be made following the meeting, details appended (invoice pack enclosed):

9.4 To note the following:

Bank Reconciliation:	Carry Forward	29/08/24	34, 947.33
	Add: Income		0.00
	Less: Expenditure (Sept)		5, 870.88
	Closing Balance	29/09/24	29, 076.45

A councillor who is not a signatory to the bank account to verify these figures by signature on the statements presented.

9.5 To receive the Budget Monitoring document up to end September 2024, the half point of the financial year (enclosed)

10. Parish Council Land and Assets

10.1 To receive an update on the Jubilee Field.

10.2 To receive an update on monthly play inspections and consider any recommendations.

10.3 To receive an update on the repairs carried out following the annual safety inspection report as follows:

- 10.3.1 Northwich Town Council have carried out some, but not all repairs.
- 10.3.2 The repair of the low-level roundabout is scheduled to take place week beginning 7 October 2024, the delay due to additional parts needed.
- 10.3.3 The repairs to the Pump Track have been completed.
- 10.3.4 To discuss the quotations received from Northwich Town Council and Sutcliffe to repair the bearing on purple multi-play equipment (**enclosed**)
- 10.4 **To receive** any updates on the Dog Park.
- 10.5 **To consider** the quotation for cutting the perimeter hedging on the parish field, including the lane to the Scout Hut. (enclosed)
- 10.6 **To receive** an update on the proposal by Network Rail to site the outdoor gym equipment on the parish field.
- 10.7 **To receive** an update on the use of the parish field as a football field.
- 10.8 **To receive** an update on potential funding for new play equipment at Sorbus Close.
- 10.9 **To receive** any other updates on matters relating to parish council assets (information only).

11. Events

- 11.1 **To consider** the arrangements for Remembrance Sunday and agree the costs of purchasing wreaths. <https://www.poppymshop.org.uk/products/medium-poppym-wreath>
- 11.2 **To consider** the quotation received from Northwich Town Council for installing and dismantling the lighting column motifs; to consider the quotation for the supply, install and dismantling of the Christmas Tree; to consider the cost of purchasing Christmas boxes to distribute during the switch on event (**enclosed where available**)
- 11.3 **To consider** the information received suggesting ways to mark the eightieth anniversary of VE Day. <https://www.veday80.org.uk/>

12. Parish Council Website

To consider the quotation of £250 for a refresh of the parish council website. The proposed layout would be similar to <https://www.sandymoorparishcouncil.gov.uk/>

13. Provision of Grit Bins

To receive an update on the community-led gritting scheme including on the supply of bags of grit.

14. Governance

To consider the adoption of the following policies: Communications, Complaints, Disciplinary, Grievance; Lone Working (**enclosed**)

15. Consultations

To consider a response to CWAC's [Housing Strategy Consultation](#).

16. Future Agenda Items

To note any matters for consideration at the next meeting.

17. Date and Time of next meeting

To agree that the next meeting will be held on Monday 11 November 2024 at 7.00 pm.

18. Matters to be discussed in the absence of the press and public

Public Bodies (Admission to Meetings) Act 1960 s.2

A body may, by resolution, exclude the public from a meeting whenever publicity

would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for some other special reasons stated in the resolution and arising from the nature of that business of the proceedings; and where such a resolution is passed, this Act shall not require the meeting to be open to the public during proceedings to which the resolution applies.

Payment Schedule showing payments made in September and payments to be approved for October 2024

	PAYMENTS MADE SEPT 2024				
15Sept	Staff Salaries	September 2024	1449.58	0,00	1449.58
15 Sept	Clerk	Homeworking allowance (March to Sept 2024)	156.00	0.00	156.00
13 Sept	PKF Littlejohn	External Audit Fee	315.00	63.00	378.00
13 Sept	Morrel Play Service	Play Inspection 2023 Invoice #2062	95.00	19.00	114.00
13 Sept	Morrel Play Service	Play Inspection 2024 Invoice #2063	142.50	28.50	171.00
13 Sept	Sutcliffe Play	Bearing to repair roundabout	2247.30	449.46	2696.76
13 Sept	Clays Gardening Services	August Monthly Maintenance	887.54	0.00	887.54
	FUTURE PAYMENTS				
	To be authorised at meeting				
30 Sept	Unity Trust Bank	Quarterly Bank Charges (PAID)	18.00	0.00	18.00
15 Oct	Staff Salaries	October 2024	TBC	0.00	TBC
18 Oct	Clays Gardening Services	September Monthly Maintenance	887.54	0.00	887.54
18 Oct	Northwich Town Council	Bird deterrent and play area repairs	90.00	18.00	108.00
18 Oct	SLCC Cheshire Branch	Attendance at Conference 26/09/2024	35.00	0.00	35.00
18 Oct	JB Extreme Landscapes Ltd	Repairs to Pump Track surface	£350.00	£70.00	420.00
18 Oct	Elton Scout Group	Donation for firework event	500.00	0.00	500.00
	Information Commissioners Office	Annual Registration fee (Direct Debit)	35.00	0.00	35.00