



Minutes of the Meeting held on 10 December 2018 at 7.00pm in Elton Community Centre

**PRESENT:** Councillors Maureen Wilson (Chair), Ruth Ackroyd, Martin Dickinson, Nigel Goodliffe, Margaret Lockhart, Ron Reading, Steve Serna

**18.118 APOLOGIES FOR ABSENCE**

Councillors Colin Crispin, Pauline O'Reilly and Ian Miller

**18.119 DECLARATIONS OF INTEREST**

No declarations of interest.

**18.120 PUBLIC SPEAKING**

Unfortunately, the Encirc representative was unable to attend.

A member of the public raised the matter of the pooling of water in the alleyway in Rycroft. The alleyway is used by members of the public and school children going to and from school. Previously this had been caused by a leaking gutter from an adjoining house pooling in a dip in the pathway. There is also a concern of large amount of dog faeces in the alleyway. It was agreed that the Parish Clerk would contact the Ward Councillor, Stephen Smith and Locality Manager.

A member of the public asked when the parish website would be up and running and it was confirmed by Councillor Reading that the website was now live.

A member of the public stated she was concerned that the Community Centre AGM had still not taken place. Councillors noted her concern and advised that they would pass this on to the Elton Community Centre Committee as it was not a matter for discussion within this meeting.

**18.121 POLICE REPORT**

Councillor Lockhart referred to the fatal road traffic accident on 24 November 2018. Due to the ongoing investigation Councillor Lockhart was unable to share any information in relation to this matter. Councillor Ackroyd said that the area of the accident was on a bad "S" bend and parking on this bend, sometimes on the pavement, created blind spots. Also, this was the second fatality on that section of road and she felt that the Parish Council should endeavour to have investigations done to consider double yellow lines being placed on that section of road. Councillor Serna raised the matter that at the time of the accident there were no

vehicles parked on the bend. There was a discussion amongst the Councillors about Blue Badge holders still being allowed to park on double yellow lines and that the resident of the house on the bend was a Blue Badge holder. It was resolved that the Parish Clerk write to Cheshire West's Locations Manager, the Highways Agency and Ward Councillor Stephen Smith. It was agreed that a member of the Parish Council should be in attendance if/when the Highways Agency do a site visit.

Councillor Lockhart reported there was also an incident at The Rigger and police investigations are ongoing.

In relation to the stone throwing on the A5117, Councillor Lockhart advised that she had been informed that the culprits had now moved on so there should be no further incidents.

A recent concern of reports of men going door to door and looking in the windows of properties and vehicles. Councillor Lockhart said that Police advice is that if anyone sees anything suspicious then they should call 101. Councillor Lockhart requested this information is put on the Parish website. A member of the public advised that she would also put this on her Facebook Group. It was suggested by Councillor Dickinson that all Police Alerts that Councillor Lockhart received should be put on the Parish website and it was agreed by all present that this was a good idea.

Councillor Lockhart raised her concern that at the previous Parish Council Meeting the Police Report was not given and requested that the Police Report be a standing item on every Agenda. The motion was seconded and passed.

Councillor Lockhart reported that at the Police Community Meeting it had been expressed that the PCSO operate the True Cam in the village for 1 hour a week. Councillor Wilson reported that she had attended the Police and Crime Commissions' meeting on 12 November 2018 along with Councillor Crispin but they had been unable to partake in the meeting due to this being held on the fourth floor and the building did not have a lift. A complaint has been made to the Police & Crime Commissioner for Cheshire under the Equality Act but as yet a reply has not been received. It was resolved that if a reply had not been received by the New Year then it will be decided what steps are to be taken. A date for the next Police Community Meeting is yet to be received.

## **18.122 MINUTES**

Councillor Dickinson raised an omission from the Minutes of the Council Meeting held on 12 November 2018, in relation to the grant for the Jubilee Field. The grant has been approved and should be in within the next 7-10 working days. Councillor Dickinson has also received confirmation from the Woodland Trust for their continued support for another year. The Minutes of the Council Meeting held on 12 November 2018 were therefore approved by all.

## **18.123 FINANCE**

(1) To note/approve payments made in November

05.11.2018	Cllr Crispin – Expenses	£22.50
05.11.2018	Morrall Play Services – Annual Inspection of Play Area	£54.00
07.11.2018	Play Inspection & Maintenance Service - Repairs	£882.83
07.11.2018	Morris & Co – Payroll processing for the quarter ended 05/10/18	£103.86
07.11.2018	Countrywide – Grounds Maintenance 01/10/18 to 31/10/18	£562.28
12.11.2018	Northwich Town Council	£756.00
15.11.2018	Staffing costs	£829.16
22.11.2018	Peninsula Business	£131.56
<b>Total</b>	<b>November 2018</b>	<b>£3,342.19</b>

(2) Income: None

(3) Balance in Bank as at 30 November 2018 £55,448.80

(4) A date for the Finance Group Meeting will be fixed in January 2019.

(5) Councillor Ackroyd raised the use of acronyms in the finance section. The Parish Clerk apologised for sending the Agenda out with the acronyms but this had been due to her limited knowledge at that time and until she had been able to look into the finances in depth she had only the acronyms on the bank statement. The Parish Clerk referred the Councillors to the amended Agenda on the tables, which had been produced that afternoon and contained the payee information in full. Councillor Ackroyd thanked the Parish Clerk.

(6) Councillor Dickinson enquired about the payment for £756.00 to Northwich Town Council. Councillor Wilson explained that it had been for the commissioning of self-watering planters for the WW1 Memorial Garden. Councillor Wilson commended Northwich Town Council explaining that they had won Best Council and their Clerk had won Best Clerk, therefore it was in the Parish's best interest to employ their services and everyone agreed.

(7) Councillors asked if the total cost of funding the Christmas tree and lights in the village was known yet. Councillor Wilson gave an estimate of approximately £10,000 but this included the purchase, supply and installation of all the commando sockets, lights, tree and safety barrier. Councillor Wilson confirmed a donation had been received towards the cost of the lights and tree from Essar in the sum of £2,000. The Tuesday Club had also repaid the £4,000 loan. This left a healthy bank balance of £55,448.80. Councillor Wilson stated we would need to retain at least £4,000 for next year in case of an election due to a change of boundaries splitting the Ward into two separate

Wards, also the current Ward Councillor had indicated he is stepping down.

- (8) Councillor Dickinson asked for reconsideration regarding employing Peninsula to deal with the Parish Council employment matters. Councillor Wilson said that the Parish Council were now in contract with Peninsula and that in light of previous employment issues it was in the best interests for the Parish Council to have an experienced employment agency with legal experts and HR advisors looking after its employees.
- (9) Councillor Wilson thanked Councillor Serna for arranging the purchase of the laptop, printer and sundries for the new Parish Clerk. Councillor Serna will be reimbursed in due course and the costs will be included in next month's Agenda.

## 18.124 PLANNING

### (1) Applications

18/03778/FUL	12 Deansfield Way, Elton CH2 4PP - Two storey side extension.
18/04212/FUL	Rivendell Pinewood Close CH2 4QQ - Two storey side extension.

### (2) Decisions made by CWaC since the last meeting of the Parish Council

18/03289/NMA	Land adjacent to The Willows, Ince Lane – Minor repositioning of the house. Amendment to application 18/00174/FUL – Permitted on 19.09.2018
18/04169/DIS	Land Adjacent To 24 Whitefields Elton Chester - Discharge of Condition 3 (materials) of Planning Permission 16/03295/FUL – Permitted on 27.11.2018

## 18.125 CHAIR REPORT

The unveiling of the WW1 Memorial went very well. Councillor Wilson thanked Councillors Ackroyd and Reading for their hard work.

Councillors agreed that the lights switch on event had been a great success with an estimated 200 people in attendance. It was just unfortunate that the switch on clashed with a similar even in Helsby and next year Councillors will be mindful of this and every effort would be made to avoid this happening again. The generosity of the local businesses and the Scouts who offered free food and hot drinks/soup at the event was also noted. Councillor Wilson said it was hoped the Parish Council could continue to build on the success of this year's lights in future years with improvements and possibly additional lights being purchased. Councillors pointed out that on social media recently residents of the village had asked about having a Santa Claus. Councillors agreed that it would be a good addition next year to include having a Santa Claus and possibly reindeer at the lights switch on.

## **18.126 COUNCILLORS' REPORT**

Councillor Lockhart – Nothing further to add.

Councillor Reading – Attended the Scouts meeting with Councillor Crispin. The Scout Leaders have proposed sectioning off a 10 metre section of the Parish Field. Councillor Crispin had taken charge of doing this report so unfortunately Councillor Reading was unable to comment further.

Councillor Wilson raised that there was only 1 week left for residents to complete the Survey regarding the “Grand Plan”. Questionnaires had been posted out to all local residents and a link to the survey had been placed on social media. So far there has been a good response to the survey. Councillor Wilson proposed that the Grand Plan would need to be broken down into sub projects.

No Allotment Meetings since 12 November 2018 so nothing to report.

Protos Meeting – Protos have confirmed that the Community Benefit Scheme will run for another year with another £30,000 being made available.

Councillor Wilson advised that she was having an informal meeting with the 3 Street Orderlies on Wednesday 13 November 2018 to see if they need any further support. Councillor Wilson will report on this at the next Parish Council Meeting.

Councillor Goodliffe – The situation with lorries accessing the village via Parkland Lane to get to Encirc has improved. Signs will be going up shortly and Encirc have advised they will be talking to their drivers.

Councillor Serna – C F Fertilisers have donated a further sum of £1,000 towards the inclusive playground equipment. The cheque has been received and a letter of thanks sent by the Parish Clerk to C F Fertilisers. Councillor Serna is yet to receive a response from Essar and Encirc. Councillor Serna said he would appreciate support in contacting local businesses for donations and it was resolved that the Parish Clerk would draft a letter to send out on behalf of the Parish Council requesting funding from local businesses.

Councillor Wilson requested that all reports from Councillors be forwarded to the Parish Clerk at least 2 weeks before scheduled meetings. These could then be attached to the Agenda when it is sent out. This would enable Councillors to read reports prior to the meeting. All agreed.

## **18.127 AGREEMENT WITH THE SALVATION ARMY – RECYCLING BIN**

Councillor Ackroyd has spoken to the Church Council with a view to locating the textile recycling bin at the Church Hall car park and intends to speak to the Salvation Army further regarding this. At this point Councillor Lockhart expressed her apologies for abstaining on this matter at the last meeting because she thought the bin would be located at the village shops. Councillor Lockhart said her concerns had been vandalism and arson to the recycling bin. If it were to

be placed at the Church Hall she feels this would be a safer location and she would support this.

**The Chair Closed the Open meeting and requested that members of the public leave as there was to be a closed session.**

## **AGENDA PART 2 – MATTERS TO BE CONSIDERED IN THE ABSENCE OF THE PRESS AND THE PUBLIC**

### **18.128 NEW CLERK**

Councillor Wilson welcomed the new Parish Clerk. A period of transition is to be expected until the new clerk gets up to speed.

### **18.129 OTHER MATTERS**

Councillor Reading again requested that all the Minutes and Agendas in the future are passed to him following approval by the Chair, so they may be displayed on the Parish Council website. He also requested that a copy of the Minutes from the start of the year 2018 are passed to him for putting on the website. Councillor Wilson confirmed this would be done with the exception of the Minutes from the meeting held on 8 January 2018 due to them being mislaid by the previous Parish Clerk.

Councillor Wilson requested Councillors to forward items for the Agenda to the Parish Clerk at least 2 weeks before meetings. These would then be attached to the Agenda enabling Councillors to read the reports prior to the meetings. This would hopefully help to cut down on the amount of time spent on these at meetings and enable the preparation of questions.

Councillors requested an update on the Marsh Lane greenway (aka Pogo's Wood) but as Councillor Miller was absent from tonight's meeting and he had responsibility for this, Councillor's requested this item be put on the Agenda for the Parish Meeting on 14 January 2019. All agreed.

Councillor Ackroyd gave her apologies for the meeting in January 2019 as she would be unable to attend.

Councillor Wilson wished everyone a happy Christmas and New Year and thanked everyone for their hard work during 2018.

### **18.130 DATE AND TIME OF THE NEXT MEETING**

Monday at 7.00pm on 14 January 2019 in the Elton Community Centre. The Chair closed the meeting at 8.10pm.