



Dear Councillor

You are HEREBY SUMMONED to attend a meeting of the Parish Council to be held on **Monday 8 July 2024** at **7.00pm** at Elton Community Centre for the purpose of transacting the business set out on the agenda below.

*Lara Jacob*

2 July 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](mailto: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

4.2 Presentation by Hynet

4.3 Members of the Public

4.4 CWaC Ward Councillors Report

4.5 Elton Allotments

## 5. Minutes

To agree that the minutes of the meeting held on 10 June 2024 are a true record and on resolution be signed by the Chair (enclosed).

## 6. Reports

6.1 Chair

6.2 Councillors

6.2.1 Cllr Lockhart – report on parish council surgeries held at the shops in the last month.

6.2.2 Other Councillors Reports

## 7. Planning

7.1 Applications received for comment:

(Details of the applications were circulated on receipt)

**24/01461/FUL** The Firs Marsh Lane Elton Chester CH2 4LP

Proposal Removal of existing hedges from the side of the property and replace with arched fencing panels up to 7ft

<https://tinyurl.com/27r95tjy>

The Planning Group had viewed the plans prior to the meeting in order to send a response within the deadline and decided that no comment would be made.

**24/01540/FUL** 35 Parkland Drive Elton Chester CH2 4PG

Proposal Single storey rear extension

<https://tinyurl.com/27r95tjy>

The Planning Group had viewed the plans prior to the meeting in order to send a response within the deadline and decided that no comment would be made.

**24/01611/FUL** 26 Dove Close Elton Chester CH2 4RD

Proposal Two storey side extension and single storey rear extension to replace existing conservatory

<https://tinyurl.com/27r95tjy>

**24/01685/106** Plot 8, Protos ERF Ince Resource Recovery Park Grinsome Road Ellesmere Port Cheshire

Proposal S106A Application associated with the Protos ERF Unilateral Undertaking (ref. 18/01543/S73), signed on 24 April 2019, to remove Clause 5 associated to the delivery of the rail facility.

<https://tinyurl.com/27r95tjy>

**24/01322/S73** Ince Resource Recovery Park Marsh Lane Ince

Proposal Removal of condition 17 (requirement to implement the first phase rail infrastructure prior to the occupation of plots within Protos Phase 2) of 14/02277/S73 (Variation of conditions 2, 3, 6, 9, 10, 12, 13, 16, 17, 19, 41 and 46 on planning permission APP/Z0645/A/07/205909 - Section 73 application for proposed development of Resource Recovery Park to include layout

ADDITONAL INFORMATION RECEIVED

<https://tinyurl.com/2s2z8sc6>

7.2 Applications decided by Cheshire West and Chester Council:

**23/02796/FUL** The Rigger Ince Lane Elton Chester Cheshire CH2 4LU

Proposal Change of Use of Ground Floor Sui Genris (public house) into Class E Retail

Status Decided  
Decision Withdrawn  
Decision Issued Date Wed 12 Jun 2024

## 8. Finance

8.1 **To note** that £2.17 had been received direct to the bank from National Grid. In addition, cheques posted to Unity Bank of £14.69 (National Grid £2.17 and Scottish Power £12.52) had been credited to the account.

8.2 **To note** the payments made since the last meeting, details appended (invoice pack **enclosed**):

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

8.4 **To note** the following:

Bank Reconciliation:	Carry Forward 30/05/24	48, 170.50
	Add: Income	16.86
	Less: Expenditure	4, 343.10
	Closing Balance 30/06/24	43, 844.26

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

8.5 **To note** that backpay will be processed in this month's payroll and the total amount reported at the next meeting.

8.5 **To receive** the Budget Monitoring document up to end June 2024 (**enclosed**)

## 9. Parish Council Land and Assets

9.1 **To note** that four additional cast iron bollards have been ordered, with delivery expected in twenty weeks' time.

9.2 **To receive** an update on the Jubilee Field and to note that a grant application for £1000 to Essar had been successful.

9.3 **To receive** an update from the Play Area group for the equipment to be installed at Sorbus Close and to consider next steps.

9.4 **To receive** an update on monthly play inspections and consider any recommendations

9.5 **To receive** the annual safety inspection report and discuss the quotations received for repairs to be undertaken (**enclosed**).

9.6 **To note** that, following the removal of Do Not Use signs and wedges placed on the low-level roundabout, Heras fencing was erected to prevent use of the equipment. A cost of £100 to deliver and later remove the fencing was quoted, with hire costs of £9 per week.

9.7 **To receive** any updates on the Dog Park, including quotations for replacement gate hinges; quotations for rolling and reseeding the grass and quotations for suitable trees to be planted.

9.8 **To note** that not enough information was available to complete the grant application for the redesign of the car park area before the deadline. The next opportunity to apply for funds from Veolia will be 22 August to 3 October 2024.

9.9 **To receive** any other updates on matters relating to parish council assets (information only).

**10. Provision of Grit Bins**

**To consider** if the community-led gritting scheme that Frodsham have in place should be adopted for Elton Parish Council and to consider the arrangements necessary to put in place if agreed to trial the scheme (**enclosed**)

**11. Governance**

11.1 **To consider** the adoption of the new Financial Regulations issued by the National Association of Local Councils (NALC) in April 2024 (**enclosed**)

11.2 **To consider** the adoption of the proposed Freedom of Information Policy and Publication Scheme (**enclosed**).

**12. Staffing Matters**

**To consider** the information presented.

**13. Future Agenda Items**

**To note** any matters for consideration at the next meeting.

**14. Date and Time of next meeting**

To agree that the council will not meet in August and agree that the next meeting will be held on Monday 9 September 2024 at 7.00 pm.

**15. 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 June and payments to be approved for July 2024**

<b>Paid</b>	<b>Payee</b>	<b>Goods or Service provided</b>	<b>Net</b>	<b>VAT</b>	<b>Gross</b>
	<b>PAID JUNE 2024</b>				
14 June	Staff Salaries	June 2024	1510.63	0.00	1510.63
14 June	Clays Gardening Services	May Monthly Maintenance inc Jubilee Field cut	817.54	0.00	817.54
14 June	Rural Services Partnership	Rural Village Services Group Membership	50.00	10.00	60.00
14 June	A Eardley	Installation of bollards and benches	1890.00	0.00	1890.00
	<b>PAID BY PAYPAL</b>				
12 June	Helping Hands	3 Litter pickers and 2 hoops	54.11	10.82	64.93
		<b>Total</b>	<b>4322.28</b>	<b>20.82</b>	<b>4343.10</b>
	<b>FUTURE PAYMENTS</b>				
15 July	Staff Salaries	July 2024	TBC	0.00	TBC
12 July	Clays Gardening Services	June Monthly Maintenance	887.54	0.00	887.54
12 July	S Serna	Reimburse Weed Suppress Membrane	14.98	3.00	17.98