



Minutes of the Meeting held on 14 January 2019 at 7.00pm in Elton Community Centre

**PRESENT:** Councillors Maureen Wilson (Chair), Martin Dickinson, Pauline O'Reilly, Margaret Lockhart, Ron Reading, Steve Serna, Ian Miller, Ruth Ackroyd, Nigel Goodliffe

**19.1 APOLOGIES FOR ABSENCE**

Councillors Colin Crispin,

**19.2 DECLARATIONS OF INTEREST**

Cllr Reading declared a pecuniary interest as a Trustee of Elton Community Centre.

Cllr Serna declared an interest in relation to Planning Permission relating to his residence.

**19.3 PUBLIC SPEAKING**

Members of the public, Mr Ian McKay and Ms Pat Keeling, expressed their concerns relating to the 2 contentious planning matters (Planning Application 18/04894/FUL and Planning Appeal 19/00001/REF). General discussion relating to the short timescale for comments and representations. Also raised was the matter that CWAC's Planning portal was down for maintenance during this time, which could hinder the process for public representations to be made. Discussion around making individual representations in relation to these planning issues and it was agreed that it would be better for members of the public to make individual representations as well as the Parish Council lodging their comments. Cllr Wilson said that a discussion would take place in Part 2 of tonight's meeting with regard to holding a public consultation and that notification of this would be placed on the Parish Council website and on social media, notices placed at the local shops and on the church notice board.

Mr McKay had received positive feedback in connection with the success of the Christmas Lights Switch-on. He has several ideas for Christmas 2019 and suggested a sub-committee be formed for the planning of this year's festivities to build on the success of Christmas 2018.

Mr McKay was concerned about the recent work which had been carried out on the Jubilee Field. His main concern is that the work carried out had gone right up to the current boundary of the dog park. Mr McKay pointed out that it had been agreed, following public consultation on the matter, that the dog park would be

extended. The current works would therefore need to be revised at extra expense to the Parish Council in order to incorporate the planned extension to the dog park. Cllr Wilson said that there appeared to have been a breakdown in communication with the Councillor involved and that this would be addressed in Part 2 of tonight's meeting.

Ms Angela Beswick of Whitefields raised her concerns that her garden waste had not been taken for a considerable time. She was doing some garden renovations and the waste was accumulating in her garden as her green bin had not been emptied. It was pointed out to Ms Beswick that the Parish Council were not responsible for bin collection and that this was the responsibility for CWAC. Ms Beswick was directed to CWAC website where she could lodge a complaint. Cllr Wilson advised Ms Beswick that if she failed to reach a resolution with CWAC she should let the Parish Council know and consideration would be given to the Parish Council contacting CWAC directly regarding this issue.

#### **19.4 POLICE REPORT**

Cllr Lockhart reported that things have been very quiet. Elton was to get a new PCSO due to the current PCSO being accepted as a trainee Police Constable.

Cllr Ackroyd questioned if Elton suffers from PCSO's moving on more so than in other areas. Cllr Lockhart said that it had just been unfortunate that the last few PCSO's had moved on in quick succession.

Cllr Ackroyd asked Cllr Lockhart if the high turnover of PCSO's in Elton was related to the fact that they had to "clock-on" at Frodsham Police Station. Cllr Lockhart said that unfortunately due to cut-backs with the police budgets that it was reflected across the Country and not just locally. Cllr Ackroyd suggested making representations to the Police Commissioner. It was agreed by all that the Parish Clerk would write to the Police Commissioner and local MP Justin Madders in similar terms. Cllr Lockhart also agreed to make representations with her liaison officer at the Police.

#### **19.5 MINUTES**

The Minutes of the Council Meeting held on 10 December 2018 were motioned for approval by Cllr Wilson and seconded by Cllr Reading and minutes approved.

#### **19.6 FINANCE**

- (1) To note/approve payments made in December 2018

| <b>Date</b> | <b>For</b>                                | <b>Amount</b> |
|-------------|---|---------------|
| 04.12.18    | Northwich Town Council – Invoice 3195     | £589.20       |
| 04.12.18    | Northwich Town Council – Invoice 3194     | £2121.60      |
| 06.12.18    | Drain Jetting Services – Invoice 1199     | £950.00       |
| 13.12.18    | HMRC – PAYE – November 2018 Pay Run       | £88.40        |
| 14.12.18    | Reimbursement of expenses to Parish Clerk | £9.02         |
| 14.12.18    | Staff Wages                               | £958.71       |

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| 14.12.18 | Drain Jetting Services – Invoice 1185  | £150.00  |
| 14.12.18 | HMRC – PAYE – December 2018 Pay Run  | £102.60  |
| 14.12.18 | Reimbursement to Viv Callaghan for work shoes  | £29.99   |
| 14.12.18 | Reimbursement to Councillor Serna for purchase of Clerk's laptop, printer, paper and ink cartridges    | £535.44  |
| 14.12.18 | Northwich Town Council – Invoice 3261 – Electrician to attend light switch on                          | £90.00   |
| 20.12.18 | ThenMedia – Invoice TM007088-OR – Website and email set up, hosting and support 23.10.18 to 22.10.19   | £540.00  |
| 24.12.18 | Peninsula Business   | £131.56  |
| 31.12.18 | Northwich Town Council – Invoice 3239 – Supply/fit/remove Christmas installations and associated works | £9807.60 |
| 31.12.18 | Bank Service Charge  | £18.00   |

(2) Income December 2018

| Date     | For                     | Amount  |
|----------|-------------------------|---------|
| 18.12.18 | C F Fertilisers         | £1000   |
| 24.12.18 | Cheshire West & Chester | £760.00 |

(3) Balance in Bank as at 31 December 2018 £40,761.82

Cllr Dickinson raised the issue of the expenditure of £950 for the drains at the community centre/GP surgery and that approval had not been sought from the other Parish Councillors prior to Cllr Wilson agreeing to it. Cllr Wilson said that due to health and safety concerns it was considered an emergency situation and there had not been time to bring the matter to a meeting for approval. Therefore, as Chair, she had the authority to take the decision to take immediate action. Cllr Dickinson requested Cllr Wilson to provide him with the Financial Regulation that said she had the authority to do this. Cllr Goodliffe pointed out that the Regulations were on the Parish Council website. Cllr Wilson said that the GP Practice had agreed they would make a contribution towards the cost of repairing the drains. Cllr Ackroyd agreed that a judgment had to be made in an emergency situation and that it was a waste of the Parish Council's time to dispute this. Cllr Ackroyd said she supported the decision made by Cllr Wilson and that if Cllr Dickinson felt so strongly about the decision made he should put his grievance in writing.

Cllr O'Reilly enquired if £100 donation towards the Christmas lights had been received from Willis' as promised. It was confirmed that this had not been received and Cllr Wilson would follow this up.

Cllr Serna questioned the payment to Northwich Town Council for £2121.60 and what this was for. Cllr Wilson said this was for the cost of the planters and maintenance work to several areas in the village including the gate posts on Scout Hut Lane. Cllr Wilson said that there had been a lack of maintenance to various areas in the village over the last few years and that it was cost effective that whilst contractors were being employed in the village, that they also addressed other maintenance issues.

## 19.7 PLANNING

### (1) Applications

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|--------------|--|
| 18/04613/FUL | Laurel Farm Ince Lane Elton Chester CH2 4LU – Single storey extension to side – Amendment to application 17/05299/FUL two storey extension to side – No comment to be made.  |
| 18/04894/FUL | Land at Ince Marshes Lordship Lane Frodsham Cheshire – Creation of a geological research facility including the formation and operation of 50 No monitoring boreholes across 14 locations, a central telemetry mast, with associated infrastructure (including monitoring equipment, in-field data centre, access tracks, telemetry and fencing); together with formation of temporary access, temporary construction compounds, temporary fencing with a lifetime of 20 years allowing for construction, operational period and decommissioning. Comments to be submitted by 30 January 2019 (please note: from 14 <sup>th</sup> to 17 <sup>th</sup> January the website will be unavailable due to essential maintenance). CWAC will not determine the application before this date. If you need more time, for example the application raises complex issues, please contact the Case Officer Mr Robert Charnley 01244 977739 <a href="mailto:robert.chnarnley@cheshirewestandchester.gov.uk">robert.chnarnley@cheshirewestandchester.gov.uk</a> - It was agreed the Parish Council would hold a public consultation on Tuesday 22 January 2019 at 7pm. |

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

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|--------------|--|
| 18/04212/FUL | Rivendell Pinewood Close Elton Chester CH2 4QQ – Two storey side extension – Refused |
|--------------|--|

### (3) Appeals made to CWaC since the last meeting of the Parish Council

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|--------------|---|
| 19/00001/REF | Plot 8 Ince Resource Recovery Park Grinsome Road Ellesmere Port Cheshire - Removal of Condition 13 (railway line into the site) of planning permission 16/03074/FUL (Energy for Waste Facility) - Protos LLP – An Appeal has been made to the Secretary of State against CWAC's decision to refuse to grant planning permission. Appeal start date 2 January 2019 and <b><u>all representations must be received by 6 February 2019</u></b> . All representations must quote reference APP/A0665/W/18/3213090. Representations submitted after the deadline will not usually be considered and will be returned. – Agreed |
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|  | that a public consultation would be held on 22 January 2019 at 7pm. |
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Cllr Serna left the meeting whilst Planning Application 18/04613/FUL relating to his residence was discussed. Discussion about Laurel Farm being in a conservation area and the aesthetic affect a single storey extension would have on the area. It was recognised that CWAC would give due consideration to any planning issues raised regarding the property being in a conservation area. It was agreed that Parish Councillors would not be raising any objections to the application, in any event it was noted that the date for registering comments had passed as this was 7 December 2018. Cllr Serna re-entered the room.

Councillors expressed concerns in relation to Planning Application 18/04894/FUL and Appeal 19/00001/REF. It was proposed by Cllr Wilson that an open forum should be held on Tuesday 22 January 2019 between 7pm and 9pm. Notices advising of this would be placed on the Parish Council website/notice boards/church notice board/within shops and on social media. There is only a short timeframe for responses to be lodged and this was further exasperated by CWAC's Planning Portal being down for maintenance. Cllr Dickinson said that he had recently been advised that withdrawal of the Community Benefit Fund had been threatened if local communities raised any objections, although this was later revised possibly due to the bad publicity this would bring. Discussion amongst Councillors relating to the increased volume of HGV's in and around the village and the affect it would have on the infrastructure. Concerns were also raised about the added pollution the extra traffic would create. The cut off point for comments was 6 February 2019. Cllr Wilson advised that Councillors should compose points for discussion for the meeting next week. Cllr Ackroyd asked for a resolution on the Parish Council's stance, seconded by Cllr O'Reilly. A vote of 6 in favour to oppose the withdrawal of Condition 13. 2 Councillors abstained. It was agreed that the Parish Clerk would write formally to object to the appeal.

## **19.8 CHAIR REPORT**

Last Protos meeting was in December 2019 as was the last Essar meeting.

Cllr Wilson was due to meet with the Head of Elton Primary School following the success of the joint working with the Primary School in connection with the WW1 Memorial. Cllr Wilson will discuss building on this success and will be discussing working with the school on further project. One project she has in mind relates to the possibility of a project on Elton Railway Station which could incorporate rail safety. Also, the possibility of the scouts and school working together on projects.

## **19.9 COUNCILLORS' REPORTS**

### **(1) Allotments**

The sad loss of the Allotment Committee Chair, Les Bailey was acknowledged. Les had given many years of service to the Allotment Committee and he will be sadly missed. The Parish Council will send a letter of condolence to the family.

The new Committee are proposing to create a "show plot" at the entrance to the allotments using Les' Bailey's old plot and would be named "Les' Plot" with a possible plaque being placed therein.

Cllr O'Reilly advised that there was a new Committee who had lots of good ideas. Notices had been placed on social media raising awareness of plot availability and there were a few expressions of interest to take plots on.

The new Committee hope to hold shows/competitions again using the trophies which Cllr Reading has in safe keeping.

Cllr O'Reilly raised the issue that a contractor had been paid £500 last year for work at the allotments but there has only been 1 site visit by them since May 2018.

The committee previously discussed the possibility of splitting plots.

The next meeting of the Allotment Committee will take place on 5 March 2019.

### **(2) C F Fertilisers**

Nothing to report.

### **(3) Community Centre**

Cllr Reading has become a Trustee and has therefore resigned as liaison representative to avoid a conflict of interest. A new liaison representative will be appointed.

### **(4) Encirc**

An Encirc representative was due to give a talk at the December 2018 Parish Council meeting but withdrew at the last minute. It was suggested the reasons for this might possibly be because of the Planning Appeal relating to the railway line.

(5) **Essar**

Nothing to report.

(6) **Frodsham Wind Farm**

Nothing to report.

(7) **Jubilee Field**

Concerns were discussed relating to the ragwort in the Jubilee Field which was the main food source of the Cinnabar Moth and its larvae. Councillors' main concerns were could the ragwort/cinnabar larvae pose a health and safety risk to users of the Jubilee Field. Cllr Miller requested he be given the task to make investigations in relation to this.

It was agreed that the Jubilee Field would be discussed further in Part 2 of the meeting.

(8) **Parish Field**

A survey had been conducted by Cheshire Voluntary Action in relation to proposals. Cllr Wilson said there would be 2 open sessions to be held at Elton Community Centre and she would put dates on the notice boards and the Parish Council Website.

(9) **Play Area**

Cllr Wilson said that it was her intention to focus on getting the children's play area back up to standard for the children of the village.

Cllr Serna confirmed that he had received a further £2,000 donation from Essar and he hopes that Encirc will also donate £2,000. The aim is to achieve £18,000 in total so there can then be a decision made as to the most suitable equipment to be purchased. No decision has been made as to which equipment will be purchased and it is hoped that input can be obtained from children with disabilities and their families.

(10) **Police**

Cllr Lockhart confirmed there was nothing further to add.

(11) **Protos**

Cllr Dickinson informed Councillors of the clean air incinerator which sounded very positive. It is believed that a by-product could be used as a road surface.

(12) **Shops**

Agreed that a thank you letter would be sent to all the shops for their support at the Christmas lights switch-on.

**(13) Surgeries**

Nothing to report.

**(14) Thornton Science Park**

Nothing to report. There has not been a meeting for a while.

**(15) Website / Social Media / Newsletter**

Website is up and running. Cllr Reading is in the process of uploading Minutes and Agendas. Cllr Goodliffe suggested having a clear format for ordering the Minutes and Agenda.

Benefits of social media were becoming apparent.

Currently not producing a newsletter but it is hoped to resume shortly. Need to source a new printing company as the current printers moved to Warrington and issues of logistics. Possibly look in the Ellesmere Port area for printers.

**(16) Greenway Marsh Lane (also known as Pogo's Wood)**

Cllr Miller apologised for his late report on his investigations of the ownership of Marsh Lane but that this was due to illness. Cllr Miller provided a copy of his email to Ward Councillor Stephen Smith in which the ownership was discussed. There was still no resolution regarding ownership and responsibility of this area. It was agreed by Councillors that until we know who owns this land and the cost of maintenance the Parish Council would not do anything in this area.

Cllr Ackroyd suggested contacting Chester University. As part of their studies students have to complete a work-related project – maybe the Parish Council could make enquiries about a student undertaking the task of investigating the ownership of Greenway Marsh Lane. It was agreed that the Parish Clerk would contact the Head of Work Based Studies at Chester University. Cllr Ackroyd will provide the Parish Clerk with contact details for the University. Cllr Miller agreed to be the main contact.

It was agreed that Parish Councillors would refer to this area by its formal name of Greenway Marsh Lane only in future.

**(17) Dog Park**

Cllr Serna proposed a motion that Cllr Lockhart be returned the responsibility of the dog park. This was seconded by Cllr O'Reilly. A vote

was taken with 7 in favour and 1 abstaining. Motion carried.

Cllr Dickinson ask for consideration to be given to the Natural Environment Act in relation to the Cinnabar Moth and its larvae's main food source of ragwort. It was agreed that this would be placed on the agenda for the next meeting on 11 February 2019. Cllr Miller requested he be given the responsibility of making investigations.

Cllr O'Reilly has a knowledgeable friend whom she will invite to give a talk to the Parish Council.

## **19.10 CORRESPONDENCE**

Cllr Wilson said she had been contacted by Scope in relation to a clothes recycling bin being placed in the village. It was agreed by Councillors that as a recent agreement had been made with another organisation to have a similar recycling bin sited in the village that it did not make sense to have a second one. It was therefore agreed that Cllr Wilson would contact Scope to advise them that the village could not accommodate their recycling bin.

**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**

### **19.11 POLICIES AND PROCEDURES**

Cllr Wilson reinforced the need for communication and clarity amongst Councillors.

It had come to light on 10 January 2019 that a Councillor had undertaken unauthorised works on the Jubilee Field at the Parish Council's expense without having the consent of the other Councillors prior to the work taking place. Cllr Wilson could not stress enough that this went against the principles of the Code of Conduct and that it was outrageous that a Councillor would act in this way. Cllr Wilson reserved the right to seek advice on taking formal action against the Councillor concerned. Cllr Wilson emphasised that she wanted all Parish Councillors to work together as a united body and acknowledged that although we may not always agree on things, it was in the best interests of the community to stand united. Another Councillor also voiced his concerns that a Councillor had taken a decision to go ahead and employ a contractor to carry out works without authorisation or a vote authorising the carrying out of these works.

The Councillor concerned apologised for his misunderstanding/misinterpretation of the outcome of the Extra Ordinary Parish Council Meeting held on 21 September 2018 in which he thought approval had been given for the works on the Jubilee Field to go ahead.

A Councillor proposed making a retrospective vote for approval of the works and this was seconded by another Councillor. A vote was therefore taken with 8 in favour of retrospectively approving the unauthorised works.

Moving forward it was agreed that in future, other than emergency expenditure, all future expenditure and planning of works needed to be brought before Councillors for discussion and approval.

#### **19.12 OTHER MATTERS**

It was agreed that in future the Parish Clerk would bring all invoices to meetings where they could be viewed if required.

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

Monday 11 February 2019 at 7.00pm in the Elton Community Centre. The Chair closed the meeting at 9.10pm.