



Minutes of the Meeting held on 8 April 2019 at 7.00pm in Elton Community Centre

PRESENT: Cllrs Maureen Wilson (Chair), Colin Crispin (Vice Chair), Martin Dickinson, Pauline O'Reilly, Margaret Lockhart, Steve Serna, Ruth Ackroyd, Ron Reading.

19.47 APOLOGIES FOR ABSENCE

Cllrs Nigel Goodliffe, Pauline O'Reilly and Ian Miller

19.48 DECLARATIONS OF INTEREST

Cllrs Crispin and Reading declared an interest as Trustees of Elton Community Centre.

19.49 PUBLIC SPEAKING

2 members of the public, who were residents of Orchard Park Caravan Park, raised concerns relating to eviction notices they had received from Cheshire West & Chester Council. One resident is currently trying to sell her home and has been advised by CWAC that she will be unable to do so. Advice given to the residents was to seek legal advice, possibly through a law firm who offered pro bono representation (Cllr Dickinson advised the residents that they should search the internet for law firms who offered this service). Cllr Wilson expressed that she was very sorry that they had been put in this position by Wyldecrest Parks but that there was very little the Parish Council was able to do in these circumstances. Cllr Wilson advised the 2 residents that residents of Orchard Park Caravan Park should form a group and approach this as one rather than trying to deal with the issue individually. Suggestions were made that the residents write to Ward Councillor Ste Smith and MP Justin Madders, both of whom were also on Facebook.

19.50 POLICE REPORT

Cllr Lockhart reported on crime figures in the Elton locality, which also included surrounding areas, as follows:-

Cllr Lockhart said there had also been a Section 5 Public Order incident at Jade the local chip shop on Friday 5 April 2019. The incident had been reported to Police.

Cllr Ackroyd was surprised by the sudden increase in incidents over the last month. Cllr Lockhart explained that the report contained figures for not only Elton but surrounding areas. Also, as the nights were getting lighter, more residents were out and about more and witnessing/reporting more.

Cllr Lockhart said that she had noted on social media that residents were commenting that they don't both to report incidents of crime to the Police as they feel that nothing will be done. Cllr Lockhart stressed that incidents should be reported by calling 101 or Crime Stoppers on

Cllr Wilson raised a concern that consent was not sought from the Parish Council by the Police relating to the event taking place on the Parish Field this evening. Cllr Wilson emphasised the importance that permission should be sought by anyone before any event takes place on Parish Council land.

19.51 MINUTES

Cllr Serna proposed the minutes of the Parish Council Meeting held on 11 March 2019 be approved, Cllr Crispin seconded - Minutes approved.

19.52 FINANCE

(1) To note/approve payments made in March 2019

Date	For	Amount
05.03.19	Northwich Town Council – Operational Play Inspection (play area and playing field)	£88.20
05.03.19	CHALC – Training – Invoice No 2018/152	£70.00
05.03.19	Hammer & Tongs – Hire of bolt cutters	£5.00
05.03.19	Hammer & Tongs – Delivery Notes 60 & 85 (£13.98 less 10% Discount)	£12.58
15.03.19	Staff Salaries	£1233.44
22.03.19	Peninsula Business	£131.56
25.03.19	HMRC	£159.00
25.03.19	Cllr Crispin – Expenses	£6.75
25.03.19	Cllr Wilson – Expenses	£134.00
31.03.19	Bank Service Charge	£18.00
Total	March 2019	£1,858.53

(2) Income March 2019 - £1,000 received from Elton GP Surgery in contribution to the repair of the drains at the Community Centre.

(3) Balance in Bank as at 31 March 2019 £34,220.82

Cllr Lockhart expressed her concerns relating to the fees paid to Peninsula Business. Cllr Wilson explained that payment was for the retention of legal services which Peninsula could offer and it was to safeguard the Parish Council against any employment issues which could arise. The contract with Peninsula was for 5 years and also covered the Community Centre staff. There was a verbal agreement with the Committee of the Community Centre that they would make a contribution to the retainer with Peninsula of £40 per month. Cllr Wilson said the Parish Clerk would write to the Secretary of the Community Centre Committee to formalise this in writing.

Cllr Lockhart raised the question of the amount of £134 to Cllr Wilson for expenses and what this was in relation to. Cllrs Wilson explained this was for

printer ink, paper and an item of clothing purchased to attend the Mayor's Charity Ball. This expenditure was covered using the Chair's Allowance.

Cllr Wilson said that although the bank balance was looking fairly healthy, there was approximately £20,000 of grants within the bank account which was allocated to pay for the inclusive play equipment at the children's play area. It was also considered good practice, at all times, to have enough in the bank to cover at least 3 month's bills. Also, an election will take place this year and approximately £4,000 needed to be set aside to cover the cost to the Parish Council for this.

19.53 PLANNING

(1) Applications received by CWAC since the last meeting of the Parish Council

19/00623/FUL	Encirc Glass Ltd Ash Road Elton – Application to demolish existing loading bay canopy and erection of a two-storey extension to the existing production hall at Encirc and associated infrastructure – Comments to be submitted by 5 April 2019 - Noted
19/00969/FUL	Encirc Glass Ltd Ash Road Elton – Application for the erection of a replacement 3m high acoustic mitigation barrier along Ash Road, Elton. The proposed fence extends the full length of Ash Road. Whereas the existing fence is 2 meters high and only runs along part of Ash Road. Therefore, consideration needs to be given to the impact of loss of amenity to residents off Ash Road – Comments to be submitted by 15 April 2019 - Noted
19/00852/S73	The Woodlands Place Old Hall Lane Elton Chester CH2 4NY - Variation of conditions 2, 3 and 4 and removal of conditions 5 and 6 of planning permission 06/01719/S73 (appeal reference APP/X0605/A/07/2039153) – Comments to be submitted by 18 April 2019 - Noted

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

19/00109/LDC	Orchard Park Orchard Park Caravan Park Elton Chester Cheshire - Lawful Development Certificate - Lawful use of the entire site is as a caravan site and land used in conjunction with the caravans for parking – Refused - Noted
--------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

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

None	
------	--

(4) Appeals made to the Planning Inspectorate

None	
------	--

19.54 CHAIR REPORT

Cllr Wilson said that in the International Year for Women it was fitting that she was elected as first female Chair for Elton Parish Council. 2019 was also the Centenary of the end of World War 1. Cllr Wilson acknowledged the challenges faced by the Parish Council over the last 12 months and also the success of the Christmas lights in December 2018. Despite the challenges, progress has been made with several projects and Cllr Wilson said she hoped the success of the work achieved by the current Parish Council could be built upon by the future Parish Councillors following the May election.

Finally, a heartfelt thanks was given to Cllr Rev. Ruth Ackroyd and Cllr Miller who are both stepping down from the Council. Cllr Wilson wished them well in their future activities.

The full version of the Chair's final report for 2019 can be read on the Parish Council website.

19.55 COUNCILLORS' REPORTS

Surgeries

Cllr Lockhart said residents had raised concerns with her relating to the condition of the shopping precinct area. Residents have reported seeing rats. Cllr Wilson advised that residents should contact Environmental Health to report their concerns. The shopping precinct is privately owned and in the past the Parish Council have written to the Landlord raising concerns. Cllr Wilson requested that the Parish Clerk write to Environmental Health regarding concerns.

19.56 PLANNING

(1) Orchard Park Caravan Park

This was discussed earlier in the meeting due to being raised by members of the public.

Breach of Condition notices have been served by CWAC on Wyldecrest Parks (Management) Ltd and on the 5 new mobile homes on Orchard Park Caravan Park. This requires the removal of the homes by 1 April 2010.

(2) Encirc Glass Ltd – Erection of 3 metre high acoustic fence along the full length of Ash Road.

Cllr Ackroyd expressed her concern that all residents off Ash Road had not been notified of this Planning Application. It was agreed that the Parish Council would try to raise awareness to residents by putting a notice on the Parish Council Website and Facebook page advising residents they need to make their representations to CWAC Planning Department.

19.57 PLAY AREA INCLUSIVE SWING

Cllr Wilson advised that work would commence in May 2019 on the installation of the new inclusive play equipment.

19.58 INFORMATION COMMISSIONERS OFFICE

Cllr Lockhart raised concerns in relation to an ongoing matter regarding the ICO. Discussion ensued surrounding the complaint. Although the Complainant has been advised numerous times, both verbally and in writing, that the Parish Council did not undertake a Petition in relation to the dog park, she is insistent that they did and that her request for information has not been answered. The Complainant has therefore referred the matter back to the ICO who will conduct a further investigation. Cllr Lockhart categorically stated that when she undertook the Petition in 2018, she had done so solely as a resident and confirmed that the Parish Council had in no way instructed her to carry out the Petition. She had conducted the Petition in her own time and in no way, shape or form was the Parish Council involved. Cllr Lockhart confirmed that she had explained this to the Complainant. Furthermore, a decision had already been voted on by the Parish Council to extend the dog park before the Petition could be presented to them and therefore in no way did it influence the decision taken by Councillors when they voted. Cllr Lockhart confirmed that a copy of the Petition was not provided to the Parish Council due to Data Protection. Cllr Lockhart also confirmed that the Petition had been destroyed shortly after the decision to extend the dog park had taken place.

19.59 SCAM EMAILS

Cllr Wilson confirmed that she had deleted the email address where the spam emails had originated from.

Cllr Serna emphasised the importance that everyone should make sure their antivirus software was up to date as this was the only way to prevent instances of malware getting onto devices.

Advice: BE AWARE! If an email looks suspicious delete without opening and do not open attachments.

19.60 JUBILEE FIELD

Cllr Dickinson was pleased to announce a grant has been awarded by the Marshes Community Benefit Fund to complete works on the circular path around the Jubilee Field. Specifically, the installation of 80 tonnes of quarried hardcore so as not to contaminate the environment of the delicate eco system within the Jubilee Field. Cllr Dickinson will sign the MCBF Agreement as project leader for the Jubilee Field.

Cllr Lockhart enquired about the saplings. Cllr Dickinson said that all the saplings had been successfully transferred to the Jubilee Field, including the saplings that had been moved when the dog park extension had taken place. Cllr Dickinson said he has taken receipt of a further 210 saplings which are currently on the Allotments and will be transferred once the work on the path way

in the Jubilee Field has been completed.

Cllr Lockhart requested that whilst the path way on the Jubilee Field was being undertaken, a path way also be installed on the dog park section of the Jubilee Field. Cllr Lockhart explained a resident who was a wheel chair user had become stuck last week whilst accessing the dog park. It was proposed by Cllr Lockhart that a path way be installed in the dog park at the same time as the circular path way on the Jubilee Field. The proposal was seconded by Cllr Crispin. A vote of 7 in favour. Motion carried. Therefore, it was agreed that Cllr Dickinson would obtain a quote from Mid Cheshire Maintenance for installation of a path in the dog park and Cllr Lockhart would obtain a quote from local contractor, Andy Eardley.

19.61 RIGGER

It was agreed that this matter should be deferred until after the election.

19.62 VILLAGE PLANTERS

At the last Parish Council meeting it was raised that the scouts were interested in looking after the Village planters. Cllr Wilson suggested that a couple of planters could be placed on the Village Green for the scouts to tend to. If these were successful, then the Parish Council could possibly look at a project on a larger scale. Cllr Ackroyd said she felt it was important to involve the whole community including Scouts, Allotment Association and residents in looking after the planters. It was requested that the length of the Parish Council's contract with Northwich Town Council to tend to the Village planters be noted in the minutes.

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

19.63 PARISH CLERK

Cllr Wilson advised the Clerk's working hours were 6-8pm Monday to Thursday. Councillors should limit telephone contact to those hours and can email the Clerk with any issues which she will respond to in due course.

Cllr Wilson advised Councillors that the Clerk had also accepted a position working with another Parish Council.

19.64 LOCAL LIVING WAGE FOR STREET ORDERLIES

It was agreed this matter should be deferred until after the local election.

19.65 OTHER MATTERS

Cllr Lockhart suggested the installation of 3 bollards near the shops. It was agreed that quotes would be obtained in relation to this.

Cllr Ackroyd suggested having a community clean-up event.

Cllr Lockhart suggested a letter of appreciation be sent to Paul Shepherd to thank him for his community spirit in keeping the village tidy. Agreed the Clerk will type a letter of thanks for Cllr Lockhart to pass to him.

Cllr Ackroyd thanked everyone and said that she had learnt so much during her time as a Parish Councillor.

Cllr Wilson requested that if anyone was considering running for Chair following May's election, if they would do her the courtesy of letting her know. Cllr Ackroyd suggested that this should be done privately in writing.

19.66 DATE AND TIME OF THE NEXT MEETING

Monday 13 May 2019 at 7.00pm in the Elton Community Centre. The Chair closed the meeting at 9.00pm.