



Dear Councillor

You are **HEREBY SUMMONED** to attend a meeting of the Parish Council to be held on **Monday 12 February 2024** at **7.00pm** at Elton Community Centre for the purpose of transacting the business set out on the agenda below.

*Lara Jacob*

6 February 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 Cheshire Police Gypsy, Roma, Traveller (GRT) Liaison Officer

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 17 January 2024 are a true record and on resolution be signed by the Chair (**enclosed**).

## 6. Matters to note or resolve from other meetings

6.1 Community Outside Spaces Working Group

**To receive** any updates on the bid to the Shared Prosperity Fund.

6.2 Jubilee Field Committee

6.2.1 **To receive** an update on the progress on the field.

6.2.2 **To consider** any information on the proposal that investigations to rectify the drainage issues on the field be undertaken.

## 7. Reports

7.1 Chair

7.2 Councillors

7.2.1 Cllr Lockhart – report on parish councils held at the shops in the last month.

7.2.2 Other Councillors Reports

Feedback from Essar Community Liaison meeting

## 8. Planning

8.1 Applications received for comment:

(Details of the applications were circulated on receipt)

**24/00261/FUL** Land At Protos (Ince Resource Recovery Park) Grinsome Road and Marsh Lane Ellesmere Port

Proposal: Full planning permission for the construction and operation of a post-combustion Carbon Dioxide (CO2) Capture Facility.

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

8.2 Applications decided by Cheshire West and Chester Council

**23/01720/FUL**

Chester Motorway Service Area Hapsford Interchange Elton Chester CH2 4QZ

Proposal Installation of 11 electric vehicle (EV) chargers and canopy above charging bays with solar panels within the existing car park

Decision Approval, Mon 29 Jan 2024

## 9. Finance

9.1 **To note** the receipt into the Unity Trust Bank of £340 on 15 January 2024 from CWaC Members Budget.

9.2 **To note** the following payments made since the last meeting (invoice pack **enclosed**):

Payee	Goods or Service provided	Paid	Net	VAT	Gross
Unity Bank	Quarterly Charges	31 Dec	18.00	0.00	18.00
A Eardley	Christmas Tree and misc. repairs	5 Jan	955.00	0.00	955.00
Staff Salaries and HMRC	January 2024	15 Jan	1480.58	0.00	1480.58
Peninsula	HR Support	22 Jan	122.73	23.18	145.91
Haines Watts	Payroll Services Unpaid March 2023 bill	19 Jan	80.00	16.00	96.00
Haines Watts	Payroll Services 3 <sup>rd</sup> quarter	19 Jan	60.00	12.00	72.00

Northwich Town Council	Christmas Lighting	19 Jan	5,470.00	1,094.00	£6,564.00
First Fence	Fencing and gate for parish field	22 Jan	1392.73	278.55	1671.28
			<b>9579.04</b>	<b>1423.73</b>	<b>11002.77</b>

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

FUTURE PAYMENTS					
Payee	Goods or Service provided	Date	Net	VAT	Gross
First Fence (PAID)	Additional posts for fencing and express delivery	01 Feb	262.27	52.45	314.72
Elton Community Centre	Grant towards refurbishments	15 Feb	5000.00	0.00	5000.00
Elton Community Centre	Refreshments for Orderlies and Payback Team	15 Feb	39.00	0.00	39.00
Staff Salaries	February 2024	15 Feb	TBA		TBA
Peninsula	HR Support Monthly Charge	22 Feb	122.73	23.18	145.91
T McNally	Trellis Work on Jubilee Field	13 Feb	430.00	0.00	430.00
			<b>5854.00</b>	<b>75.63</b>	<b>5929.63</b>

9.4 **To note** the following:

Bank Reconciliation:	Opening Balance	28/12/2023	36,232.47
	Add: Income		340.00
	Less: Expenditure		<u>11002.77</u>
	Closing Balance	01/02/22	25,569.70

A councillor who is not a signatory to the bank account to verify these figures by signature on the statements presented (**enclosed**)

## 10. Request for funding

**To consider** a request from the Community Centre to fund First Aid training for volunteers.

## 11. Grit Bins

**To consider** the offer from CWaC to organise the purchase and installation of two grit bins. Each grit bin would be £313 per location plus VAT (total cost £375.60). Once installed, the cost of filling the grit bin would be £100 each if it was a one off or £50 if it was part of a full grit bin refilling programme.

## 12. Parish Council Land and Assets

12.1 **To note** that the perimeter fencing and gate were delivered on Friday 26 January and fitting began on Thursday 1 February 2024. Two additional posts and ancillary clips and bolts were needed and ordered at a cost of £314.72.

12.2 **To note** that the quotation from Northwich Town Council for the repairs to the parish field play area was discussed by three councillors. The costs of works agreed was £6960 (revised invoice **enclosed**) and the work was contracted as a matter of urgency to ensure the safety of the area. A full annual inspection of the

play area will be carried out once the repairs are completed.

12.3 To discuss the equipment ideas from Northwich Town Council for Sorbus Close (**enclosed**).

12.3 **To discuss** the quotation received for the replacement of the two cradle swings as an alternative to power-washing them (**enclosed**).

12.4 **To discuss** the quotation for the supply and installation of a dual sign and noticeboard at the entrance to the parish field play area (**enclosed**)

12.5 **To discuss** the quotation received for hedge-laying to the perimeter of the parish field (to follow)

12.6 **To discuss** the quotation for repair to the Scout Hut gate gatepost. (**enclosed**)

12.7 **To discuss** the annual quotation and specification of the Service Level Agreement for the routine maintenance of open spaces (parish field, Jubilee field and Dog Parks, green verges) (**enclosed**)

### 13. **Governance**

**To consider** the draft Risk Management Register presented and discuss additions and amendments prior to adoption (**enclosed**)

### 14. **Consultations**

**To consider** a response to CWaC Local Plan Evidence Base Consultation 2024:

<https://consult.cheshirewestandchester.gov.uk/kse/folder/98590>

### 15. **Future Agenda Items**

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

### 16. **Date and Time of next meeting**

Monday 11 March 2024 at 7.00pm at Elton Community Centre.

### 17. **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.*