

Minutes of the Meeting of the Parish Council held on Monday 12 June 2017 in Elton Community Centre.

Present: Councillors Tony Mills (in the Chair), Ryan Cash, Colin Crispin, Margaret Lockhart, Ian Miller (arrived late), Pauline O'Reilly, Ron Reading and Maureen Wilson

In attendance: Mrs Pauline English (Parish Clerk) and two members of the public (one left after the Open Forum)

17.65 APOLOGIES FOR ABSENCE / RESIGNATION OF A COUNCILLOR

Apologies for absence were received from Councillors Ruth Ackroyd and Martin Dickinson. A letter of resignation, to take effect at the end of the meeting, had been received from Councillor Ryan Cash due to work commitments. He would continue to play a part in the management of the Allotments. The Clerk would advertise the vacancy in the usual way.

17.66 DECLARATIONS OF INTEREST

Councillors Colin Crispin, Ian Miller and Pauline O'Reilly declared an interest in issues relating to Elton Community Centre as they were Trustees

17.67 OPEN FORUM

A resident made a complaint about HGVs u-turning around the traffic lights from the A5117 onto Ince Lane and back onto the A5117, preventing other vehicles from turning into Ince Lane and causing a blockage on the A5117. The complaint had been copied to Cheshire West & Chester (CWaC) Highways and the Parish Council would follow this up with the new Principal Engineer, Helena Crawford. There were still concerns about HGVs driving through the village, mainly bound for Encirc. CWaC were having signs made but they were not ready yet.

17.68 MINUTES

The Minutes of the meeting held on Monday 8 May 2017 were confirmed as a correct record. It was noted that a number of agenda items had been deferred due to the absence of the Clerk for health reasons.

17.69 ANNUAL GOVERNANCE STATEMENT

In order to complete the Annual Return, the Parish Council was required to approve the Annual Governance Statement by considering the statement in each box and ticking either yes or no. The Parish Council was satisfied that they had put the relevant procedures in place, all boxes were ticked as yes and the Chairman signed the document.

17.70 ACCOUNTING STATEMENTS

It was noted that the balance brought forward from last year was £14 more than had been shown in the final accounts. This was due to an accounting error in a previous year which had been carried forward. The

new starting figure reflected the actual amount in the bank account. It was resolved that the accounting statements for 2016/17 be approved.

1 REPRESENTATION ON OUTSIDE BODIES/RESPONSIBILITY FOR AREAS OF WORK

Councillors were appointed to represent the Parish Council on the following organisations for 2017-18:

1. Allotments	Pauline O'Reilly
1. CF Fertilisers	Margaret Lockhart, Tony Mills
3. Doctors Surgery	Ruth Ackroyd, Maureen Wilson (PPG)
4. Community Centre	Maureen Wilson
5. Encirc	Colin Crispin, Tony Mills
6. Essar	Margaret Lockhart, Tony Mills
7. Frodsham Wind Farm	Colin Crispin, Tony Mills
8. Protos Community Forum	Martin Dickinson, Tony Mills
9. Thornton Science Park	Tony Mills, Maureen Wilson

Councillors were appointed to the following areas of responsibility for 2017-18

1. Finance Working Group	Margaret Lockhart, Tony Mills, Maureen Wilson
2. Newsletter/Social Media/Website	Martin Dickinson, Ron Reading (Newsletter), Clerk
3. Parish Field/Play Area/Jubilee Field	Martin Dickinson
4. Planning Working Group	Martin Dickinson, Margaret Lockhart, Tony Mills
5. Police Liaison	Margaret Lockhart

1 REVIEW OF STANDING ORDERS, FINANCIAL REGULATIONS, POLICIES AND PROCEDURES

There had been no legislative changes that necessitated amendment to any of the Parish Council's policies and procedures, including Standing Orders and Financial Regulations, and it was resolved that they should be approved for a further year.

17.73 FINANCE

(1) **Payments:** The following payments were noted:

Method		Amount
BACS	Staff costs	1,077.40
S/O	Igoe – website hosting fee	6.99
BACS	Morris & Co – Payroll Administration	97.74
BACS	NW Lawn Care – Mowing Allotments	125.00
BACS	ChALC – Preparing for Audit Training (Cllr Wilson)	45.00
BACS	Morris & Co – Year End processing	32.40

BACS	ChALC – Audit & Transparency Training (Clerk)	60.00
BACS	Dee Valley Water – Allotment Water Charge	26.17

- (2) **Receipts:** None
- (3) **Balance** as at 12 June 2017 £69,085.18.
- (4) **Request for short-term loan:** A request had been made by Councillor Ian Miller, on behalf of Elton Community Centre, for a short-term cash loan while changes to the Community Centre's cheque signatories were being made. An interest free loan of £2,000 was approved for 12 months.

17.74 PLANNING

(1) Applications Received for consideration and comment:

7/01912/S73	Variation of condition 22 (Air quality) of 16/03516/FUL - Land Off Ash Road, Elton, Chester – no issues raised
17/01820/S73	Removal of condition 4 (HCV movements) of planning permission 08/00200/FUL - Encirc Glass Ltd, Ash Road, Elton, Chester CH2 4LF – no issues raised

- (1) **Decisions** since the last meeting of the Parish Council: None
- (2) **Prevan Place:** An application for the variation of conditions 2 and 3 and removal of condition 4 of planning permission 14/03785/S73 had been submitted to CWaC and consideration was needed before the next meeting of the Parish Council. The Chairman had called an informal meeting at which it was agreed that an objection should be made on the following grounds – location in the Green Belt and no special circumstances to vary the existing conditions, development is contrary to Policy HOU6 of the Cheshire Replacement Structure Plan and Policies ENV63 and HOU21 of the Deposit Draft Chester District Local Plan Proposed Modifications, lack of need, limited access to site, availability of other sites in the area. An appropriate letter of objection had been drafted and submitted to CWaC by the Clerk under delegated powers.

17.75 HIGHWAYS AND PUBLIC RIGHTS OF WAY

Councillor Lockhart would raise with the Police the problems associated with the parking of commercial vehicles in the village.

There used to be a mirror at the junction of Ince Lane and School Lane, but it had disappeared some time ago for no apparent reason. This would be raised with CWaC.

The pathway from The Rigger to the Spar was impeded by overhanging branches. Councillor Mills would check ownership of the path with CWaC.

It was reported that there were large rocks in the central reservation by Cryers Lane.

17.76 UPDATE REPORTS FROM MEMBERS

- (1) **Allotments:** The Parish Council noted the very sad news of the death of Anne Williams, the Allotments Society's secretary, and

resolved to write a letter of condolence to the Allotments Society. The appointment of a new secretary had been deferred until the AGM later in the year. The loss of both Howard and Anne Williams had reduced the number of plots in use to 11 and the availability of plots would be advertised more widely.

- (2) **CF Fertilisers:** A meeting was scheduled for 15 June.
- (3) **Community Centre:** A new front door had been ordered and would be installed on 19 June when there were no groups booked in. A meeting had been held with ACAS to discuss the cleaner's contract. The accounts would not be ready for the end of June. Ian Miller would contact the Charity Commission to explain the reasons for the delay.
- (4) **Encirc:** A £10,000 fund had been established for community projects. The company was working with the schools on environmental issues and had established a link with Italy where a training academy had been set up. There were 6-7 places for apprentices in Elton. It was noted that the company had been fined £500,000 when a worker had been hit by a forklift. Liverpool Magistrates Court had been told that the company had failed to ensure its workers were correctly segregated from forklift truck routes.
- (5) **Essar:** The company had been fined £1.65m following an explosion at the plant in November 2013. The blast had caused internal structures to collapse resulting in damage totalling more than £20m.
- (6) **Frodsham Wind Farm:** A meeting was scheduled for Friday 16 June. Councillor Cirspin would attend.
- (7) **Play Area/Parish Field:** The Parish Council wanted to re-establish its grass cutting contract with CWaC and was trying to find out who to contact to take this forward. If no response was received from CWaC in the near future, the Parish Council would look for an alternative provider.
- (8) **Protos:** The AGM was to be held on 14 June in the Community Centre.
- (9) **Shops:** It was reported that the Off Licence was taking over the unit that used to contain the Post Office. The Post Office would be moving into the Newsagents.

17.77 ISSUES RAISED BY COUNCILLORS FOR INFORMATION OR FUTURE ACTION

A lady had asked whether she could take over a small parcel of land measuring 32yds x 4 yds from the Parish Field at the rear of her house. The Parish Council was amenable to this suggestion and the next step was for the lady to request a survey which would have to be agreed by the Parish Council.

A request had been received from the Football teams to put a gate by the container on the school field. They had been told to get the approval of

the school. Councillor Mills would get prices.

An offer had been received by Councillor Reading of funding from the Tesco Bags of Help scheme. This would be borne in mind when the Parish Council was ready to put forward a scheme for the Parish Field.

Councillor Crispin reported that he had tried CWaC's Parish Council hotline number and that it didn't work because the call ended up back with the same call centre as the other numbers. Councillor Mills disagreed and said he had used it successfully. The Clerk would investigate.

The Chairman proposed that introductory packs should be prepared giving new Councillors the basic information about the Parish Council. As well as information about the Councillors and local amenities, the packs would contain information about the Code of Conduct, Standing Orders and Financial Regulations and any other information that was considered to be of interest to new Councillors. It was agreed to look into this further.

17.78 DATE AND TIME OF NEXT MEETING

Monday 10 July 2017 at 7.00 pm at Elton Community Centre