



Minutes of the of the Parish Council meeting held on 9 March 2020 at 7.00pm in Elton Community Centre.

**PRESENT:** Cllrs Steve Serna (Chair), Margaret Lockhart (Vice Chair), Andy Canham, Pauline O'Reilly, Maureen Wilson, Christine Leith and Stephen Garrity. Also present was Ward Cllr Graham Heatley.

#### 20.56 APOLOGIES FOR ABSENCE

Cllr Lynne Williams

#### 20.57 DECLARATIONS OF INTEREST

Cllr Wilson declared an interest as a member of the Tuesday Club.

#### 20.58 PUBLIC SPEAKING

Mr Cordall Senior raised the issue of the footpath from School Lane to the GP Surgery and the Chair advised that this would be discussed under the "Correspondence" section of the meeting.

#### 20.59 MINUTES

The minutes of the meeting held on 10 February 2020 were proposed as a true record of events by Cllr Canham and this was seconded by Cllr Lockhart – the Minutes were subsequently approved unanimously.

#### 20.60 PLANNING

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

None	<b>Noted</b>
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(2) **Decisions** made by CWAC since the last meeting of the Parish Council - **Noted**

None	<b>Noted</b>
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(3) **Appeals** made to CWAC since the last meeting of the Parish Council

None	<b>Noted</b>
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(4) **Appeals** made to the Planning Inspectorate since the last meeting of the

Parish Council

None	<b>Noted</b>
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- (5) **Decisions** made by the Planning Inspectorate since the last meeting of the Parish Council

None	<b>Noted</b>
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- (6) Matters before the Planning Committee

None	<b>Noted</b>
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## 20.61 CHAIR REPORT

There was no Chair Report this evening as any matters to update were being dealt with under other items of tonight's Agenda.

## 20.62 POLICE REPORT

PCSO Lauren Davies sent her apologies for tonight's meeting. Cllr Lockhart advised that the Trucam had been deployed on Ash Road on 3 March 2020. 8 vehicles would receive speeding fines and 8 others would receive a letter of warning. Cllr Lockhart advised that the speed watch would continue to happen on a regular basis. There was a general discussion about speeding on Ash Road, Ince Lane and Poole Lane.

Cllr Lockhart advised that PCSO Davies had secured funding which could provide security items for vulnerable persons in the village.

There was to be a bike marking event at Helsby High School and Cllr Lockhart was attempting to make arrangements for one to happen at the Shopping Precinct in Elton.

## 20.63 COUNCILLORS' REPORTS

To receive updates since the last Parish Council meeting from each of the working groups as follows:-

### (1) ECO WORKING GROUP

Cllr Canham advised that the Eco Working Group had not met since November 2019.

Cllr Canham produced a graph plotting the NO2 monitoring that Cheshire West & Chester Council had been doing over the last 12 months. It had been confirmed that Cheshire West & Chester Council would continue to monitor NO2 levels off Ash Road for the next 12 months. Cllr Canham confirmed that although it was interesting that the NO2 levels increased

over the winter months there were no issues of concern and levels recorded were well below the acceptable levels.

## **(2) FINANCE WORKING GROUP**

The last meeting was held on 27 January 2020 where recommendations were made in relation to the Parish Precept. The Chair advised that he would be making a statement to the residents on social media for the reasons the precept had been increased.

## **(3) CHILDREN'S PLAY AREA**

An update regarding an inspection had not been received from Andy Gorst this month.

The Chair requested that, in relation to the 2 x Cheshire West & Chester Play Areas the Parish Council were proposing to adopt, the Clerk should make contact to enquire on the progress.

## **(4) DOG PARK**

Cllr Lockhart advised that due to the inclement weather the dog park was still closed.

Cllr Lockhart also advised that a grant from the Member's budget of Ward Cllr Graham Heatley had been received for the disabled access pathway to be installed. Cllr Lockhart will liaise with the contractor appointed to do the work.

## **(5) PARISH FIELD**

The Chair advised that he would contact the Project Manager recommended by Cheshire West & Chester Council in relation to the Active Elton Plan.

The Chair advised that he was still awaiting a quote from the tree surgeon in relation to the trees around the Parish Field.

## **(6) JUBILEE FIELD COMMITTEE**

An Extraordinary Jubilee Field Committee Meeting was held on 24 February 2020 to agree the ploughing and seeding of the field. The contractor is waiting for the weather to improve before starting the works.

## **(7) LEGAL & POLICIES**

The Legal & Policies Working Group have not met since May 2019 so nothing further to report.

## **(8) PUBLIC TRANSPORT**

Cllr Canham advised that following a recent meeting with C F Fertilisers

they had advised that they would back plans that the Parish Council had to get a better rail service.

C F Fertilisers have requested the Parish Council put together a "Village Plan" that they could allocate funds to. The Clerk will put this on the Agenda for April 2020.

#### **(9) COMMUNITY EVENTS**

The Parish Council Community Events Working Group have not met since May 2019.

The newly formed Elton Community Events Committee (a seperate organisation from the Parish Council) who are organising the VE Day Celebration and Elton Fete 2020 met on 10 March 2020. They advised that they have received a £4000 grant from the Protos Fund. They also advised that due to Ince having their Celebrations through the daytime that they would be moving their event to 4pm and into the evening so as not to clash with Ince.

#### **(10) FUNDRAISING**

Parish Plan - the Chair agreed that a plan needed to be formulated to be put to the local industries as a whole instead of piecemeal.

#### **(11) ELTON & HELSBY GP PRACTICE**

Cllr Wilson advised that the GP Practice had agreed to contribute to the cost of removal of the tree growing out of the surgery wall.

Cllr Garrity suggested some signage for the GP practice as patients had come into the Community Centre in error. Cllr Wilson advised she would suggest this.

The next Patient Participation Group meeting was to be held on Tuesday 17 March 2020 at 6.30pm in Helsby Surgery and all were welcome to attend.

The Chair requested Cllr Wilson to ask the GP Surgery if they would be interested in purchasing a hanging basket of flowers this spring as the Community Centre were proposing to do so and it may be nice for the Practice to have a matching basket outside their door.

The issue of Coronavirus (Covid-19) was discussed. It was generally felt that this was a community issue and that the Parish Council should set up a working group which would assist in delivering essential supplies to elderly and vulnerable in the Village. There was discussion on how the Parish Council could notify residents that they could contact the working group and it was suggested a leaflet drop and posters in and around the shopping precinct. The Chair asked the Clerk to find out from ChALC if it would be considered appropriate use of public funds to set aside a budget of approximately £200 for printing and paying for a leaflet drop.

Cllr O'Reilly left the meeting.

## **(12) ALLOTMENTS**

Camille Griffiths from the Allotment Committee advised that as the flowers for the village planters had been ordered they would be planted as soon as the weather improved. She advised that the requested "red, white and blue" flowers would be planted in time for the VE Day Celebration event.

Camille advised that although the eco toilet door had sustained some minor damage in the storms it would be plumbed in soon and an open day was planned for May.

## **(13) ELTON COMMUNITY CENTRE**

The Chair advised that the new CIO was almost done and would hopefully have been signed by the next Parish Council meeting in April 2020. The Parish Council's solicitors expected their fees to be approximately £500-£750. The solicitors had advised that they would "dove-tail" in the existing Lease which removed the necessity and costs of a new Lease.

Cllr Garrity advised that the next meeting of the Trustees of Elton Community Centre would take place on Wednesday 11 March 2020 at 7pm in the Community Centre and all were very welcome.

Cllr Garrity advised that the bookings for the Community Centre were filling up fast and everything was going extremely well. Decorating was in progress and it was hoped that this would finish soon. Funding had been received to purchase acoustic curtains for the bar area to enable this to be used separately from the main hall. Cllr Garrity stated he wanted to ensure the Elton Community was using the Community Centre a lot more.

Cllr Leith, who is also on the Community Centre Committee as Treasurer, advised that there had been issues with the accounts. In particular a water bill and other outstanding debts. The Trustees had not had any financial records passed to them by the previous Trustees.

It was confirmed that there would be a hirer's meeting arranged to discuss any proposed changes in how the Community Centre areas/rooms would be used and changes to hire rates. Cllr Garrity advised that the Trustees wanted to try and bring hire charges in line to cover costs. However, 3 clear months' notice had been given to hirers.

Cllr Garrity advised that having spoken to local industries about the hire rates for the rooms it had come to light that they had not realised there were meeting rooms available for hire at the Community Centre and that they were very interested in possibly using the rooms.

Cllr Garrity advised that the Elton Community Centre Trustees would meet the 1<sup>st</sup> Monday of every month at 7pm in the Centre (barring Bank Holidays when alternative dates would be advised via the notice board and Website).

## 20.64 FINANCE

- (1) To note/approve payments made in February 2020 – **Noted**

Date	For	Amount
14.02.20	Salaries	£1273.15
14.02.19	HMRC	£211.12
22.02.20	Peninsula (HR Lawyers retainer)	£131.56
25.02.20	Taylor Brown Solicitors	£2550.00
25.02.20	Elton Gardeners Association – Planters	£350.00
	<b>Total</b>	<b>£4515.83</b>

- (2) To note income for February 2020 – **Noted**

Date	For	Amount
25.02.20	Cheshire West & Chester (Member's Budget grant for disabled pathway in dog park)	£350.00
25.02.20	Cheshire West & Chester (Member's Budget grant for Christmas lights)	£1000.00
	<b>Total</b>	<b>£1350.00</b>

- (3) To note the balance in the Bank as at 29 February 2020 £8650.28 - **Noted**

## 20.65 DOG PARK

It was proposed by Cllr Lockhart to pay £175 to have a new gate post and 4m length of chain link fence and refit gate down the centre of the dog park between the original dog park and the extension. Cllr Garrity seconded this proposal and it was approved unanimously.

## 20.66 CORRESPONDENCE

- (1) The Tuesday Club had sent a written request for permission to place a seconded memorial plaque next to the one for the WW1 memorial plaque on the land outside the Community Centre and GP Practice. Cllr Wilson left the room whilst voting took place. It was resolved unanimously to approve consent to a second plaque.
- (2) The Tuesday Club had requested a S137 Grant for £350-£400 towards the purchase of a memorial plaque and had provided a list of costings, although not a quotation. Ward Cllr Heatley advised that the Parish Council should follow legislation. The Chair read out legislation in relation to war memorials and the funding of these by Councils and also the S137 legislation. The Chair felt that it was inappropriate for the Parish Council to make a grant towards the purchase and installation of an additional plaque for the War Memorial. However, the Chair indicated that the Parish Council would give consideration to the maintenance of the plaque if the Tuesday Club were able to obtain funds from other sources for the installation of another plaque. The Chair offered to support and seek out funding on behalf of the Tuesday Club if they wished.

There was no proposal for this motion and therefore it was dismissed.

- (3) An email had been received from Mr Cordall Jnr in relation to the pathway from School Lane that leads up to the Community Centre and GP Surgery. He claimed it was repeatedly obstructed by cars and was unsafe for pedestrians, in particular the elderly and disabled. The Chair agreed that Mr Cordall made a very good point and that the Parish Council should look at a solution. It was agreed that the Clerk would make contact with Highways to see if they could offer a solution/advice. Ward Cllr Heatley wished to offer his support with this and requested to be copied into correspondence.
- (4) It was noted that an email had been received from the Clerk to Thornton Le Moors Parish Council in relation to the Little Meadow traveller site off the A5117. Although the site is close to Thornton Le Moors it actually falls under the Parish of Elton. The site only has permission for 10 caravans but following concerns raised by residents of Thornton Le Moors with the Planning Department then a Planning Officer visited the site on 24 February 2020 and he counted 25 caravans. A 28 day Notice has been served on the owners of the site to remove 15 caravans.
- (5) An email had been received from the Clerk to Thornton Le Moors Parish Council in relation to the state of the footpath/pavement between Elton and Thornton Le Moors (along the A5117). The path is totally overgrown and unpassable and residents are having to walk along the road. The Clerk was asking for the support of Elton Parish Council. It was agreed that liaison between the two Councils in relation to this matter should continue.
- (6) An email received from Elton Community Events Committee requesting a loan of £4000 to tide them over until they have received the grant from Protos. The Committee only wished to have a short term loan because the Protos grant only paid out once the Committee had purchased the items required and produced receipts. Cllrs Canham and Leith advised that although they had no pecuniary interest they wish to make all at the meeting aware of their involvement with Elton Community Events Committee. Discussion ensued regarding the Parish Council ensuring the £5000 minimum reserve was kept in the Parish Council bank account. It was suggested by the Clerk that the loan could be made in 2 instalments of £2000, one to be made immediately and the other could be made on 1 April 2020 once the Precept is received into the Parish Council's bank account. This resolution was proposed by Cllr Garrity and seconded by the Chair and a vote of 5 in favour and 1 against was made. It was therefore resolved to grant the loan.
- (7) It was noted that an email had been received from the Chair of Elton Community Centre Committee to advise that they Committee would not be charging the Parish Council for the use of the premises for their meetings.
- (8) It was noted that Taylor Brown Solicitors would be covering the costs of the Scout Hut Lease pro bono and that the only costs incurred would be a disbursement to HM Land Registry for registration of the Lease which would probably only be in the sum of approximately £40. The Clerk had emailed Mark Brown to thank his company for his kind consideration. Confirmation had also been received from 1<sup>st</sup> Ince & Elton Scout Group that they had also

emailed their thanks.

**20.67 ELTON COMMUNITY CENTRE'S MONTHLY CONTRIBUTION TO PENINSULA (HR EMPLOYMENT LAWYERS' RETAINER)**

Cllr Garrity, who is the Chair of Elton Community Centre, advised the Trustees of the Centre still wished to contribute to the Peninsula contract. However, it was not proposed or seconded resolved to continue to invoice Elton Community Centre for their contribution to Peninsula. Therefore, Elton Parish Council would no longer invoice the Community Centre and would pay the full cost of the retainer without seeking a contribution from the Community Centre.

**20.68 ELTON COMMUNITY CENTRE CONSTITUTION**

The Chair advised that the CIO proposed by the previous Trustees of the Community Centre had been set aside following legal advice that it was more cost effective and practical to use the correct template from the Charities Commission in relation to the setting up of a new CIO. The Parish Council's solicitors advised that the cost of this would be £500-£750 approximately. The Chair advised that this matter could be resolved within a couple of weeks.

**20.69 ELTON COMMUNITY CENTRE NEW LEASE**

The Chair advised that the Parish Council solicitors had advised that there would be no necessity for a new Lease and that the old Lease could be dove-tailed into the new CIO that the solicitors were currently drafting.

**20.70 PARISH COUNCIL ARCHIVES**

The Clerk had forwarded Councillors the Guidelines relating to the retention and disposal of Parish Council archives.

**20.71 POGOS WOOD/MARSH LANE GREENWAY**

It was proposed by Cllr Garrity and seconded by the Chair to ratify the decision to instruct the Parish Council solicitor to make a first registration at HM Land Registry for the strip of land known as Pogos Wood/Marsh Lane Greenway. All were in favour.

The Chair gave an update; the Parish Council solicitors had advised that it would be extremely difficult for the Parish Council to make a first registration due to the fact that it appeared to be a public right of way, access had not been blocked off nor the land maintained by the Parish Council for the minimum period of 12 years. The Parish Council solicitors advised that it may be possible for Cheshire West & Chester Council to compulsory purchase the land and do a simultaneous purchase and then transfer to Elton Parish Council. The Clerk had put this to Cheshire West & Chester Council and was awaiting a response. Ward Cllr Heatley requested to be copied into future correspondence in relation to this matter.

Community Payback were due to start clearance works on Pogos tomorrow, 10 March 2020, but due to the bad weather this had been postponed.

**20.72 ELTON NEWSLETTER/COLLABORATION WITH THE CHURCH'S  
BI-MONTHLY PUBLICATION**

This matter will be deferred to the next meeting.

**20.73 LIVERPOOL JOHN LENNON AIRPORT AIRSPACE CONSULTATION**

The Chair read out the latest update email from Andrew Dutton, Head of Environment, John Lennon Airport. Cllr Garrity advised this matter was quite complex. He believed that there was no increase in air volume proposed at this present time and that this matter only related to changing the radar. Cllr Garrity did not think this would have much impact on Elton. Although he did point out that it might possibly allow an increase in air capacity. However, he hadn't heard back from Hale Parish Council and that along with the fact there was no indication of increase in air volume lead him to believe that the impact on Elton would be minimal.

**20.74 MATTERS ARISING FOR THE NEXT MEETING**

Cllr Canham requested that a "Village Plan" be put on the next Agenda.

**The Chair requested that members of the public leave before the commencement of Part 2**

**AGENDA PART 2 – MATTERS TO BE CONSIDERED IN THE ABSENCE OF THE  
PRESS AND THE PUBLIC**

**20.75 DATE AND TIME OF THE NEXT MEETING**

Tuesday 14 April 2020 at 7.00pm in the Elton Community Centre. The Chair closed the meeting at 9.00pm.