



Minutes of the Parish Council meeting held on 8 November 2021 at 7.00pm in Elton Community Centre.

PRESENT: Cllrs Steve Serna (Chair), Andy Canham (Vice Chair), Christine Leith, Pauline O’Reilly, Margaret Lockhart, Lynne Williams, Stephen Garrity, Maureen Wilson, Martin Dickinson.

Also present :

21.206 APOLOGIES FOR ABSENCE

Tracey Bellis (Clerk) and Ward Cllr Graham Heatley.

21.207 DECLARATIONS OF INTEREST

Cllr Garrity is on the list for Planning Permission.

21.208 VISITING MEMBERS’ SPEAKING TIME

There were no visiting members.

21.209 PUBLIC SPEAKING TIME

There were no members of the public wishing to speak.

21.210 MINUTES

To confirm the minutes of the meeting held on 11 October 2021 as a true record.

Discussion as to how many Christmas lights went up. To double check the number of lights that actually went up.

21.211 PLANNING

(1) To note applications received by CWAC since the last meeting of the Parish Council.

Cllr Garrity left the room.

	14 Anvil Close Elton Chester CH2 4LA - Single storey rear extension – Comments before 24 November 2021 – Noted and no objections.
21/04120/FUL	109 Parkland Drive Elton Chester Cheshire CH2 4QE - Single storey side and rear extension -

	Comments before 24 November 2021 – Noted and no objections.
21/04076/FUL	Plots 9b, 10a, 11 and 12 Protos Grinsome Road Ellesmere Port CH2 4RB - Materials recycling facility, two plastics recycling facilities, a polymer laminate recycling facility and a hydrogen refuelling station – Comments before 23 November 2021 – Discussion on access and traffic impact. It is thought to be a good development for the environment. Councillors don't have enough knowledge to make any significant objections – no objections to be made.

- (2) To note decisions made by CWAC since the last meeting of the Parish Council

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- (3) To note appeals made to CWAC since the last meeting of the Parish Council

None	
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- (4) To note appeals made to the Planning Inspectorate since the last meeting of the Parish Council

None	
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- (5) To note decisions made to the Planning Inspectorate since the last meeting of the Parish Council

None	
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- (6) To note matters before the Planning Committee at CWAC since the last meeting of the Parish Council

None	
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21.212 CHAIR REPORT

There Chair brought up the impact of the Bonfire Night upon the Village. It is hoped that the situation can be resolved in future by the Scouts volunteers carrying out Risk Assessments, parking management and no external advisement. A letter to go to Scouts asking for dialogue before the next event. Risk Assessments and parking management to be considered in good time so that the Parish Council can have time to consider.

21.213 POLICE REPORT

There was no Police Report for Ince, Elton and surrounding areas but this will be delivered at the next meeting. Cllr Lockhart advised that PCSO O'Dare is no longer here but is to be replaced by PCSO Davies.

Date	Offence	Details

21.214 COUNCILLORS' REPORTS

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

(1) ECO WORKING GROUP

Proposed magazine – should this be a recycled option? Cllr Garrity to look into different costs.

(2) FINANCE

Nothing to report.

(3) CHILDREN'S PLAY AREA

The spring for the new seesaw has arrived and will be fitted Saturday. Other parts have been ordered but unlikely to be fitted until better weather. Costs are good.

(4) DOG PARK

Cllr Lockhart has been awarded a grant for the dog park secure fencing. Awaiting a revised quote to ensure correct pricing. Prices are going up fast so Cllr Lockhart to get organised asap to avoid being priced up. Andy Eardley now not to put the gate down any more as not needed.

(5) PARISH FIELD

New prices have come through. Approximately £200,000 for running track, BMX park, gym equipment and lighting. Would be great to involve the Para Olympians. Section 106 money plus £150,000 fund raising.

(6) JUBILEE FIELD COMMITTEE

Sign up about dogs being on leads however small minority using the field with dogs off leads. Cllr Lockhart has had some rubbish collected by Cheshire West & Chester Council.

Resident asked to plant 2 trees in the Jubilee Field. Pauline asking for details of the trees to make a decision next week.

No Committee meeting booked as yet, booking a meeting for this on 29 November to discuss. Prepare figures, planting and furniture.

(7) LEGAL & POLICIES

None.

(8) PUBLIC TRANSPORT

Minibus – prices to lease. Community bus taken off agenda as agreed not a demand to balance the cost.

(9) COMMUNITY EVENTS

- Christmas - All organised, SPAR, Barbers, Hair Dressers, WI, Church, Jade’s Chippy, Little Mollies and Scouts.
- Lights organised for switching on.
- Andy Eardley organising the tree and installation.
- Switch on – competition via the school
- Carols – School and Church
- Jase Edwards to compare.
- Ian McKay is Father Christmas – to travel around the Village first.
- Selection boxes bought by Parish Council.
- Cllr Lockhart to ask for local funds towards the event.

(10) FUNDRAISING

Active Elton.

(11) ELTON & HELSBY GP SURGERY

Cllr Wilson to ask for updates on jabs flu/covid for Elton residents as unhelpful parking at Helsby.

(12) ALLOTMENTS

Letter about an overhanging tree – old letter, will be resolved when the remainder of the area is cleared.

Water services concerns – Elton Gardener’s Association should be paying own water usage. Had historically been paid by the Parish Council and reclaimed from EGA but now in the hands of EGA.

(13) ELTON COMMUNITY CENTRE

Cllr Dickinson to come and report to the next Parish Council meeting on ECC. Cllr Wilson – hirers need to be invited to ECC meetings. Members of the committee ensure all are welcome but have not been encouraged over the last 2 years due to COVID-19.

21.215 FINANCE

- (1) To note/approve payments made in September 2021 – Proposed by Cllr Canham and seconded by Cllr O’Reilly to approved the finance – Approved unanimously.

Date	For	Amount
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06.10.21	Countrywide	£726.59
07.10.21	Information Commissioners Office	£35.00
12.10.21	Royal British Legion – 3 Civic Wreaths	£84.00
15.10.21	Staff Salaries	£1392.94
15.10.21	HMRC	£231.56
18.10.21	Scouts (Grant for Bonfire Event)	£500.00
18.10.21	Clerk's Expenses	£44.20
18.10.21	PKF Littlejohn	£408.00
18.10.21	Clerk Expenses	£44.20
18.10.21	Scouts Grant towards Fireworks for Bonfire Night Event	£500.00
22.10.21	Peninsular Business HR – Chair to advise of notice period to end Contract	£131.56
	Total	£3,645.85

(2) To note income for October 2021 - **Noted**

Date	For	Amount
20.10.21	HMRC VTR	£11,260.06
22.10.21	National Grid	£2.17
	Total	£11,262.23

(3) To note the amount in the Bank on 31 October 2021 is £33,063.72 – **Noted**

21.216 CORRESPONDENCE

- (1) A letter has been received from a resident in Willow Grove (forwarded to all Councillors via email on 30.10.21) in relation to trees overhanging his property. The resident wishes to know who is responsible for maintenance of the trees and states he thinks they present a concern for damage to his property – waiting for allotments to complete action – a couple of months to resolve.
- (2) An email has been received from a resident who is enquiring about renting/purchasing land to keep his horses on – No land available and Clerk to notify.

21.217 ELTON COMMUNITY CENTRE CONSTITUTION

Update from the Chair – The Community Centre's solicitors are to go ahead with the new name of CIO if does not hear shortly.

21.218 ELTON COMMUNITY CENTRE NEW LEASE

Update from the Chair – Same as above.

21.219 ADOPTION OF CHESHIRE WEST & CHESTER CHILDREN'S PLAY AREAS

The Chair advised a meeting took place with Cheshire West & Chester Council at the Play Area. They are now 75% of the way through the Asset Transfer, which is now imminent. A working group needs to be set up to plan the work that is

required to bring the asset up to scratch and raise the necessary funds – this is still ongoing.

21.220 POGOS WOOD/MARSH LANE GREENWAY

The Chair advised a letter received by Martin Dickinson. To keep on the Agenda in case an opportunity becomes available to purchase in the future.

21.221 ELTON NEWSLETTER / COLLABORATION WITH THE CHURCH'S PUBLICATION

Prices received by Cllr Garrity for magazine for glossy 48 page A5 is £900-£1300. The Chair to ask Encirc to be involved. 36 groups to enter. Nigel has forms to fill – shops and groups. February earliest date for completion and distribution.

21.222 WILDFLOWER SEEDS

Cllr Dickinson has sown seeds already – item to come off Agenda.

21.223 QUEENS PLATINUM JUBILEE 2022

Defer to next meeting.

21.224 REVIEW OF STANDING ORDERS

To consider and resolve to approve the changes to the Standing Orders. The proposal is to adopt the changes below:-

- (1) The preamble in 3d - we would like changed to say 'protect, preserve, enhance and promote bio diversity.

Propose - Cllr Garrity

Second - Cllr Dickinson

Vote - All in favour.

- (2) Appraisals for all staff should take place annually, and should be led by 2 Parish Councillors.

Proposed - Cllr Garrity

Seconded - Cllr Canham

Vote - All in favour

- (3) All contracts, from suppliers to employees, should be held at the Community Centre, in a locked cabinet with GDPR restrictions.

Proposed - Cllr Garrity

Seconded - Cllr Canham

Vote - All in favour

- (4) Unless exceptional circumstances prevail, draft minutes should be available to Councillors within 7 working days of a meeting, and a draft Agenda should be available not less than 7 working days before a meeting. This will enable Councillors to review, and change if necessary, before the statutory 3 day limit.

Proposed - Cllr Williams

Seconded - Cllr Lockhart

All in favour

- (5) Finance meetings should be held quarterly, at these meetings bank statements should be available, along with expenditure, actual and proposed. Financial Regulations should also be available at the Finance Meetings.

Proposed - Cllr Williams

Seconded - Cllr Canham

Vote - 5

2 abstained

21.225 MATTERS ARISING FOR THE NEXT MEETING

To note matters arising for the next meeting:-

- Cllr Garrity would like soft and hard copies of the finance documents to be available to all Councillors at least 1 week before the meeting (EXCEL). To be added to Agenda.
- Cllr Leith asked for the accounts 31 May for review. To be added to the Agenda.
- Additional persons need to be able to access the accounts. Establish who is on the bank and who needs to put on. Cllr Lockhart to be taken off if still on and Cllr Canham added.

AGENDA Part 2 – Matters to be considered in the absence of the Press and Public

21.226 STAFF APPRAISALS

- (1) This was not the point agreed at the last meeting by the Councillors in the absence of the contracts.

9.00pm – all in favour to carry on with the meeting.

- (2) Point discussed but not agreed.
(3) Point discussed but not agreed.

21.227 DATE AND TIME OF NEXT MEETING

The next meeting will take place on Monday 13 December 2021 at 7.00pm at Elton Community Centre.

The Chair closed the meeting at 9.30pm.