

MINUTES OF A MEETING OF WILLINGTON PARISH COUNCIL HELD VIA VIDEO-CONFERENCE ON TUESDAY 30th MARCH 2021

PRESENT:

Councillor B Crossley
Councillor J Grimshaw
Councillor R Merrick (Vice Chairman)
Councillor A Nicholas (Chairman)
Councillor D Okell.

IN ATTENDANCE: Parish Council Clerk – Mr R Winterbourne
Cheshire West & Chester Councillors – Councillor J Leather and Councillor Harry Tonge.
One member of the public.

20/137 APOLOGIES AND REASONS FOR ABSENCE

None.

20/138 DECLARATIONS OF INTEREST, DISCLOSABLE PECUNIARY INTERESTS AND DISPENSATIONS

20/138.1 New Written Requests for Dispensations

There were no new requests.

20/138.2 Declarations of Interest

Members were invited to declare any Disclosable Pecuniary or other Interest in any item of business on the agenda and if necessary leave the meeting prior to discussion of that item. None were declared.

20/139 OPEN FORUM

RESOLVED: that the Council meeting be adjourned for the Open Forum.

20/140 PARISH COUNCIL MEETING

RESOLVED: that the Council meeting be reconvened.

20/141 REPORT ON OPEN FORUM

Councillor J Leather provided information regarding the local bus service review. Parish Councillors are to forward ideas for useful routes to Councillor Leather which can then be fed into the work.

The member of the public present described the situation and impact of speeding vehicles on Chapel Lane, and requested that the Council proceed with the implementation of an interactive speed sign on Chapel Lane.

20/142 MINUTES OF MEETINGS

Minutes of the meeting of the full Council held on 26th January 2021

RESOLVED: that the minutes of the meeting should be signed by the Chairman as a correct record.

20/143 REPORT ON ACTIONS ARISING FROM THE MEETING ON 26th JANUARY 2021 NOT COVERED BY THE AGENDA

Brunswick Cottages - Councillor Grimshaw has received confirmation from the lettings agency that the full documentation can be provided to the Council.

RESOLVED: that the Council obtain a copy of the full agreement at a cost of £150.00.

20/144 PLANNING MATTERS

20/144.1 Planning Applications

RESOLVED: that the Clerk submit the 'no comments' on the planning application for: Cedar House, Chapel Lane, Willington, Tarporley CW6 0PH – Reference Number: 21/00755/FUL - revision to garage extension plans.

20/144.2 Previous Applications

It was noted that the following applications have been approved since the meeting on 26/1/2021:

- 20/03806/FUL – two storey rear extension at Merle Bank, Roughlow
- 20/03517/FUL – erection of polytunnels on land next to 1 Forest Cottages, Willington Road
- 20/04532/FUL – new agricultural access including footpath diversion on land adjacent to Tirley Lodge, John Street.

20/144.3 Notes

An update regarding potential breaches of planning conditions (Planning Application 15/01783/FUL) and environmental regulations at the site between our Cat Lane End and Highcroft on Willington Road was provided by the Clerk. The Clerk has contacted CWaC Planning Enforcement and the Environment Agency. Their responses are awaited.

20/145 COMMUNITY ENGAGEMENT

20/145.1 Easter 2021 Event

The plans for the Easter event are complete.

RESOLVED: that the Council's thanks to the local business who are providing Easter chocolates is formally minuted and noted in the May newsletter. And that the Clerk write to thank them.

20/145.2 Future Events in 2021

Seeds for the sunflower 'competition' will be distributed in May.

RESOLVED: that Councillor Crossley establish a working group to plan and cost a village event in September, and provide costed proposals to the May meeting of the Council.

20/145.3 Recognition of community 'volunteers'

RESOLVED: that Councillor Nicholas and the Clerk develop a costed proposal for 'Willington village thank you cards' to be used by the Council and community to recognise anyone who contributes to the community.

20/146 COMMUNITY COMMUNICATION

20/146.1 Willington PC Facebook page.

RESOLVED: that the Council's Facebook page be removed.

20/146.2 Delivery of newsletters via e-mail

Currently 82 (around 70%) of households receive the newsletter electronically.

20/146.3 Sponsorship of newsletter and other items by local businesses

RESOLVED: that the offer of sponsorship for the 2022 Willington Village calendar from a local business owner be accepted. The Clerk is to contact the sponsor to discuss the donation process.

20/146.4 May 2021 Newsletter

RESOLVED: that the next newsletter be published and delivered over the weekend of 29th & 30th of May 2021.

20/146.5 Photographic competition for the website home page.

RESOLVED: that the closing date for the photographic competition for the website home page and the 2022 village calendar be extended into July 2021.

20/147 ROAD, PATH AND PAVEMENT MAINTENANCE

20/147.1 Dog fouling on local paths – the difficulty in siting additional dog litter bins in the village was discussed.

RESOLVED: that the Council approach CWaC for additional signage regarding dog fouling. And that the Clerk put a poster up on the notice boards requesting dog-owners to 'clean up after your dog' and include the locations of local dog-litter bins.

RESOLVED: that the Clerk contact Kelsall Parish Council regarding siting a dog-litter bin near the pond at the top of Waste Lane.

20/147.2 Fencing on John Street and Willington Lane.

RESOLVED: that the Clerk contact the landowner asking him to repair the fences, pointing out the availability of Stewardship grants for fencing.

20/147.3 Log of issues raised with CWaC Highways.

The log was reviewed. The Clerk is to add entries for the 30 mph speed limit on Willington Road, the additional signage on Roughlow and the interactive speed sign on Chapel Lane.

20/148 ROAD SAFETY

20/148.1 Reduction of 60 mph limit on Willington Road between The Gables and Oscroft.

RESOLVED: that the Clerk raise the issue with our PCSO in the first instance and respond to the resident who raised the issue.

20/148.2 Cyclists using Little Switzerland.

RESOLVED: that Councillor Grimshaw progress the installation of 'no cycling' signs.

20/148.3 Installation of S bend and 'horse-riders' warning signs on Roughlow – following a note from the Clerk, the CWaC engineer responsible has agreed to progress this work urgently.

20/148.4 Reduction of the speed limit on Willington Road to 30 mph – a report on the meeting with CWaC Highways on 30th May 2021 was provided.

RESOLVED: that the meeting in May review the costs, funding and relative priority of the scheme.

20/148.5 Installation of speed warning devices – the Speedwatch volunteers deployed the speed gun on three occasions w/b 21st May 2021. Three vehicles were logged at excessive speeds; the PCSO has been notified of their details.

RESOLVED: that the Clerk contact local villages that have recently implemented interactive speed signs to identify if they have seen a reduction in traffic speed.

20/149 WILLINGTON ENVIRONMENT AND TASK FORCE

Councillor Grimshaw provided an update. The 'spring-clean' list will be issued to volunteers.

20/150 PROJECTS LIST AND ACTION PLAN 2021-2022

The revised content, and reformat of the project/actions lists (into one document) was reviewed.

RESOLVED: that the new Project/Action plan be adopted and published on Parish Council website.

20/151 IMPLEMENTATION OF SHARED DRIVE FOR COUNCIL DOCUMENTS

RESOLVED: that the Clerk and Councillor Okell investigate and test a Google Drive based solution to sharing documents.

20/152 REPORT ON COUNCILLOR AND CLERK TRAINING & DEVELOPMENT

RESOLVED: that Councillors Okell and Crossley attend a 'Dealing with Planning Applications' training course on 5th May 2021.

RESOLVED: that the Clerk undertake a distance learning Cyber Security course provided by Kaspersky via SLCC in the coming months.

RESOLVED: that future development and training needs have been identified and are satisfied.

20/153 AUDIT 2020-2021

20/153.1 Internal Auditor

RESOLVED: that the Council appoint JDH Business Services to undertake the internal audit for year 2020-21

20/153.2 External Audit

RESOLVED: that the Council approve an application for exemption from external audit for the year 2020-2021. And that the Chairman sign the certificate of exemption as soon as possible.

20/154 STATEMENT ON INTERNAL CONTROL

RESOLVED: that the statement on internal control for 2020-2021 be approved.

20/155 INSURANCE REVIEW

20/155.1 RESOLVED: that the existing insurance cover meets the requirement of the Council.

20/155.2 RESOLVED: that the Clerk contacts potential suppliers of insurance regarding the policy renewal on July 14th 2021, and report back to May's Council meeting.

20/156 LOCAL CLIMATE CHANGE INITIATIVES AND PARISH CARBON FOOTPRINT

Councillor Okell provided an update.

RESOLVED: that Councillor Okell develop a 'climate change' plan for Willington for consideration at May's Council meeting.

20/157 CLERK'S REPORT/CORRESPONDENCE

E-Mail Correspondence

The following have been forwarded to Councillors via e-mail and are not shown elsewhere on the agenda; listing these items provides Council with the opportunity to comment; none were made.

- a. Cheshire Association of Local Councils e-bulletins
- b. Cheshire Police Tarvin and Kelsall Wards – Parish Council Newsletter
- c. Cheshire Police Alerts
- d. Vision ICT web analytics for www.willington.org.uk website
- e. CWaC Consultations
- f. Neighbourhood Watch National Newsletter.

20/158 FINANCIAL MATTERS.

20/158.1 Payments between meetings.

RESOLVED: that the following payments made since the last Council Meeting be confirmed:

Payee	Supplier and Detail	Amount Paid
NMC Design & Print	February 2021 newsletter printing	£29.00
R Winterbourne	Clerk expenses to 28.2.2021	£59.49
ChALC	Internal Audit training course	£30.00
ChALC	End of Year training course	£30.00
Payroll - Clerk	February 2021 salary	£285.30
Payroll - Clerk	March 2021 salary	£197.68
Vision ICT	Website hosting 2021-22	£150.00
R Winterbourne	Clerk expenses to 30.3.2021	£36.42

20/158.2 Cheque Payments – the following payments were authorised.

Payee	Detail	Amount to be Paid
HMRC	PAYE January to March 2021	£166.00

20/158.3 Direct Debits

It was noted that the following payments have been made by direct debit:

Sage One Payroll – February 2021. Paid 16th Feb 2021 - £8.40

Sage One Payroll – March 2021. Paid 16th March 2021 - £8.40.

20/158.4 Payments due before the May 2021 Council meeting

RESOLVED: that the Clerk be authorised to approve any invoices with Councillors and that appropriate payments be made before the next meeting.

20/158.5 Management Accounts

RESOLVED: that the Management Accounts to 28th February 2021 be approved.

20/159 ITEMS OF INTEREST FOR NEXT AGENDA

- Village History publication.

20/160 DATE OF NEXT MEETING

The next meeting will be on Tues 18th May 2021 at 19:30. It was noted that it is currently illegal to hold Council meetings scheduled after 6th May 2021 via video conference.

RESOLVED: that the Clerk monitor the situation regarding the legality of holding virtual Council meetings after 6th May 2021, and advise Councillors on any developments and an optimal approach for subsequent meetings.

Chairman's Signature Dated.....