

**MINUTES OF A MEETING OF WILLINGTON PARISH COUNCIL HELD AT WILLINGTON HALL  
ON TUESDAY 23<sup>rd</sup> NOVEMBER 2021**

**PRESENT:**

Councillor R Merrick (Vice Chairman)  
Councillor A Nicholas (Chairman)  
Councillor D Okell.

**IN ATTENDANCE:** R Winterbourne – Clerk to the Parish Council  
One member of the public for agenda items 1 to 4.

**21/097 APOLOGIES AND REASONS FOR ABSENCE**

Councillor J Grimshaw.  
Borough Councillor Harry Tonge – prior appointment.  
Borough Councillor John Leather – prior appointment.

**21/098 DECLARATIONS OF INTEREST, DISCLOSABLE PECUNIARY INTERESTS AND  
DISPENSATIONS**

**21/098.1 New Written Requests for Dispensations**

There were no new requests.

**21/098.2 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.

- Councillor Okell declared an association with NMC Design & Print but has no financial interest within any items on the agenda.

**21/099 OPEN FORUM** - there were no members of the public in attendance.

**21/100 CASUAL VACANCY IN THE OFFICE OF PARISH COUNCILLOR**

The candidate for co-option presented their personal statement and responded to questions from the Councillors.

**RESOLVED:** that the vacancy is re-advertised and that the Clerk and Councillor Nicholas develop a suitable timetable for the co-option.

**21/101 MINUTES OF MEETINGS**

**Minutes of the meeting of the full Council held on 28<sup>th</sup> September 2021.**

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

**Minutes of the extraordinary meeting of the full Council held on 28<sup>th</sup> October 2021.**

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

**21/102 REPORT ON ACTIONS ARISING FROM THE MEETINGS ON 28<sup>th</sup> SEPTEMBER 2021 &  
28<sup>th</sup> OCTOBER 2021 NOT COVERED BY THE AGENDA**

- a) Power outages in the village – Councilor Merrick continues to work with our power supplier.
- b) Use of Google Share for reports and e-mails.

**RESOLVED:** that emails are not shared via Google Share.

**RESOLVED:** that selected files such as the Planning Register, and the Speed Gun & SID deployment records are shared via Google Share.

## **21/103 PLANNING MATTERS**

**21/103.1 New Planning Applications** – Planning Consultation 21/03714/FUL revisions - Hillside Farm, Chapel Lane, Willington CW6 0PH. Addition of two storey and single storey extensions and new vehicular access.

**RESOLVED:** that the Clerk provide the Council's comments via the CWaC Planning site. In summary these related to:

- visibility from the proposed new vehicle access at the top of Chapel Lane
- the potential impact of rainfall run off from the new driveway on the properties downhill from Hillside Farm; recommend a permeable surface and run-off protection.

## **21/103.2 Previous Applications**

The status of the following applications was noted:

- 21/02870/FUL Cedar House Chapel Lane Willington Tarporley CW6 0PH. Garage extension- amendment to application 21/00755/FUL for pitched roof to approved garage - Awaiting Decision.
- 21/03311/FUL Ferndown, Willington Road, Delamere Northwich CW6 0ND. Demolition of rear extension and garage and erection of part single storey and part two storey rear and side extension - Awaiting Decision.
- 21/03941/S73 Manor Farm Willington Road Tarvin Chester Cheshire CW6 0NG. Proposal: Conversion of existing redundant farm buildings into 5 residential units - Variation of condition 2 (approved plans) on planning permission 19/04198/FUL – Awaiting Decision.
- 21/03754/OUT - Land Opposite Mead Cottage, Willington Road, Delamere, Northwich, Cheshire. Erection of one dwelling; outline permission – Awaiting decision.

## **21/104 COMMUNITY ENGAGEMENT**

### **21/104.1 Xmas festivities 2021**

The arrangements were discussed.

### **21/104.2 Queen's Platinum Jubilee celebrations in June 2022**

No update was available.

### **21/104.3 Recognition of community 'volunteers'**

**RESOLVED:** that once a suitable 'portrait' image is selected, the Clerk instructs NMC D&P to produce 100 Thank You cards with envelopes at a cost of £72.00.

## **21/105 COMMUNITY COMMUNICATION**

### **21/105.1 Willington Calendar 2022**

128 calendars and envelopes have been delivered to households and businesses in the village. It was noted that the orders for additional calendars have been disappointing to date.

### **21/105.2 Meeting of Village Residents**

The possibility of holding a meeting of residents regarding the costs of reduction in speed limit on Willington Road was discussed.

## **21/106 ROAD, PATH AND PAVEMENT MAINTENANCE**

### **21/106.1 Willington Lane between the entrances to Willington Hall.**

– Potholes: CWaC Highways have reviewed the road surface and have informed the Council that the potholes are not severe enough to warrant repair

- Traffic Light Controls: CWaC Highways have reviewed the road safety record on the stretch of road; there have been no reported incidents since 2013. They will therefore not fund traffic light installation

- Silting up of passing places: CWaC Highways are aware of the issue and have requested that their contractors resolve the situation. The work is not regarded as high priority.

## **21/106.2 Encroaching hedges and trees at the bottom of John St.**

The Clerk has contacted the landowner to ask for the overgrowing shrubs to be cut back. The request has been acknowledged

## **21/106.3 Log of issues raised with CWaC Highways.**

The log was reviewed.

## **21/107 ROAD SAFETY**

### **21/107.1 Reduction of the speed limit on Willington Road to 30 mph – this was discussed.**

High level costs have been received from CWaC Highways for the implementation of the scheme and the post implementation measures (if required).

**RESOLVED:** that the Clerk request full details of the design and the costs from CWaC Highways.

**21/107.2 Deployment of speed warning devices** – it was noted that 4 further deployments of our speed gun took place in October and November. Out of a total of 213 vehicles tracked, ten motorists travelling above 46 mph were reported to the PCSO, a further 54 were travelling between 41 and 46 mph.

## **21/108 WILLINGTON ENVIRONMENT AND TASK FORCE**

**21/108.1 Village Green ‘wilding’** –the Council still awaits a proposal from CWaC.

**21/108.3 Flooding of houses on Willington Road** – was discussed.

**RESOLVED:** that the Council does not progress this issue at the present time.

## **21/109 LOCAL CLIMATE CHANGE INITIATIVES AND PARISH CARBON FOOTPRINT**

Councillor Okell presented slides from a recent community virtual event and provided an update.

## **21/110 RISK REGISTER**

**RESOLVED:** that following their review, the Council approve the Risk Assessment and Management document.

## **21/111 @WILLINGTON.ORG.UK E-MAIL ACCOUNTS**

**RESOLVED:** that the Clerk arrange for the provision of ‘an.other@willington.org.uk’ style e-mail addresses for Councillors and the Clerk at a cost of £18.00 per account per annum (via Vision ICT). The email addresses are to be used exclusively for Parish Council business.

## **21/112 SCHEDULE OF COUNCIL DOCUMENTS AND REGULATIONS**

**RESOLVED:** that the documents below are fit for purpose and the noted action be completed.

| Policy                 | On OneDrive (Y/N) | On website (Y/N) | Date Agreed | Date Last Reviewed | Next Review   | Recommended Action                                                                                                                                                   |
|------------------------|-------------------|------------------|-------------|--------------------|---------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Code of Conduct (CofC) | Y                 | Y                | -           | July 2019          | November 2022 | CWaC CofC was adopted by the PC on 23.7.19. CWaC are revising their constitution. The Clerk will monitor for any changes to the CofC that may need to be considered. |

|                        |   |   |   |               |               |                      |
|------------------------|---|---|---|---------------|---------------|----------------------|
| Risk Management Policy | Y | Y | - | November 2020 | November 2022 | No updates required. |
|------------------------|---|---|---|---------------|---------------|----------------------|

## 21/113 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.

- Cheshire Association of Local Councils e-bulletins
- Cheshire Police Tarvin and Kelsall Wards – Parish Council Newsletter
- Cheshire Police Alerts
- Vision ICT web analytics for [www.willington.org.uk](http://www.willington.org.uk) website
- CWaC and other Consultations
- Neighbourhood Watch National Newsletter
- Police and Crime Commissioner bulletins.

## 21/114 FINANCIAL MATTERS.

### 21/114.1 Payments between meetings.

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

| Payee           | Supplier and Detail            | Amount Paid |
|-----------------|--------------------------------|-------------|
| Payroll - Clerk | R Winterbourne Oct 2021 Salary | £181.00     |
| HMRC            | PAYE Jul, Aug, Sept 2021       | £144.00     |

### 21/114.2 Cheque Payments – none required.

### 21/114.3 Direct Debits

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

Sage One Payroll – October 2021. Paid 15<sup>th</sup> October 2021 - £8.40.

### 21/114.4 Payments due before the January 2022 Council meeting

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

### 21/114.5 Management Accounts

**RESOLVED:** that the management accounts for the period to 31<sup>st</sup> October 2021 be approved.

### 21/114.6 Budget 2022-2023

The draft budget for FY 2022-23 was reviewed.

**RESOLVED:** that the draft be updated to reflect the potential re-accreditation to the Local Council Award Scheme (LCAS) - £100, and additional training costs - £60. It should be represented at the meeting in January 2022.

**RESOLVED:** that the Clerk and Councillor Nicholas model the impact on the precept of providing additional funding of £7073 for a VAS on Willington Lane.

## 21/115 – BANK MANDATE

**RESOLVED:** that the bank mandate (list of signatories) is updated when a new Councillor is co-opted.

**21/116 ITEMS OF INTEREST FOR NEXT AGENDA**

- LCAS re-accreditation
- Review of Action Plan.

**21/117 DATE OF MEETINGS for 2022**

**RESOLVED:** That the Council meets in 2022 every other month on the following dates:

**Tuesday 25<sup>th</sup> January (next meeting)**, Tuesday 29<sup>th</sup> March, Tuesday 31<sup>st</sup> May (may include the annual village meeting), Tuesday 26<sup>th</sup> July, Tuesday 27<sup>th</sup> September, Tuesday 22<sup>nd</sup> November.

**END OF DOCUMENT**

Chairman's Signature ..... Dated.....