

WILLINGTON PARISH COUNCIL

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NOTICE OF MEETING

MEETING:	WILLINGTON PARISH COUNCIL
DAY/DATE/TIME:	TUESDAY 17th MAY 2022 at 7.30pm
VENUE:	WILLINGTON HALL

Members of the public are invited to attend the meeting. There is a period set aside at the beginning of each meeting for local residents to raise any concerns or ask questions. In order to adhere to Covid safe practices, the number of members of the public who can attend this meeting may need to be restricted.

This meeting will be preceded by the Annual Village Meeting at 7.00 pm. The Parish Council meeting may therefore begin later than 7.30 pm if business at the Annual Village Meeting goes beyond 7.30 pm.

AGENDA

- 1. ELECTION OF CHAIRMAN FOR THE COMING YEAR**
- 2. DECLARATION OF ACCEPTANCE OF OFFICE (CHAIRMAN)**
- 3. APOLOGIES AND REASONS FOR ABSENCE**
- 4. ELECTION OF VICE-CHAIRMAN FOR THE COMING YEAR**
- 5. APPOINTMENTS TO COMMITTEES AND WORKING GROUPS OF THE PARISH COUNCIL**
- 6. APPOINTMENTS TO OUTSIDE ORGANISATIONS**
- 7. COUNCILLOR RESPONSIBILITIES**
Management of Defibrillator: Councillor Nicholas was the named person for the year 2021-22.
- 8. DECLARATION OF INTEREST AND DISPENSATIONS**
- 9. OPEN FORUM**
The Council Meeting will be suspended to allow members of the Public to make comment and raise questions. (normal allocated time of 15 minutes).
- 10. APPROVAL OF THE MINUTES OF THE MEETING OF THE FULL COUNCIL HELD ON TUESDAY 29th MARCH 2022.**
- 11. COMMUNITY ENGAGEMENT** - Platinum Jubilee Weekend 2022 working party – update (previous minute 21/144.2)
- 12. REPORT ON ACTIONS FROM THE MINUTES OF THE MEETING HELD ON 29th MARCH NOT COVERED BY THE AGENDA**

- a. Village Defibrillators – ‘Make Willington Heartsafe’ – update (previous minute 21/146)
- b. Brunswick Cottages documentation – update (previous minute 21/122.3)
- c. Bank Mandate changes to reflect the current members of the Council – update (previous minute 21/157.1)
- d. New notice board – update. PROPOSAL: that the Council purchases a new mailbox to attach to the notice board to replace the damaged one at a cost of circa £70.00.

13. PLANNING MATTERS

- a. NEW APPLICATIONS. Badgers Gate Chapel Lane Willington Tarporley CW6 0PH
Proposal: Variation of Condition 2 (Plans) of 20/01675/FUL (in retrospect) and the erection of gates. Reference Number: 21/04496/S73.
Any applications received since the publication of this agenda will be considered.
- b. PREVIOUS APPLICATIONS. To note the status of planning applications 22 to 27 listed on the planning register including comments that have been submitted to CWaC since the last meeting and any enforcement matters.
- c. NOTES.
 - Residents’ concerns regarding potential breaches of planning conditions and environmental regulations at the site between our Cat Lane End and Highcroft on Willington Road – update
 - Gate and metal posts recently installed at Roughlow Farm.

14. AUDIT 2021-2022

PROPOSAL: that the Council approve an application for exemption from external audit for the year 2021/22. The application form will then be completed and then signed by the Chairman of the meeting and the RFO.

15. AUDIT AND ACCOUNTS YEAR TO MARCH 2022.

- Review of comments by Internal Auditor on year to end of March 2022 and agreement of the Council’s response
- To note the Annual Governance & Accountability (AGAR) Annual Audit Report 2021-22 from the Internal Auditor
- To note the variances in the accounts between 2020-21 and 2021-22.

16. AGAR SECTION 1 (ANNUAL GOVERNANCE STATEMENT) HAS BEEN COMPLETED BY THE CLERK.

The Council needs to confirm that the Council can say “yes” to each of the statements. The form will then be completed and signed by the Chairman of the meeting and the Clerk.

17. AGAR SECTION 2 (ACCOUNTING STATEMENTS) WAS COMPLETED BY THE CLERK AND FORWARDED TO THE INTERNAL AUDITOR ALONG WITH THE DOCUMENTS/RECORDS FOR THE YEAR 2021-2022.

The Council now needs approve Section 2 prior to it being signed by the Chairman of the meeting and Clerk.

18. FIXED ASSET LIST

PROPOSAL: that the Council reviews the updated fixed asset list provided with the agenda, and confirms that it is accurate and complete.

19. VILLAGE QUESTIONNAIRE – update (previous minute 21/145.5)

20. COMMUNITY COMMUNICATION - Review of newsletter delivery schedules – update.

21. ROAD, PATH & PAVEMENT MAINTENANCE - Items formally logged with CWaC Highways – review.

22. MUCK-SPREADING ISSUE – for discussion following a complaint by a resident.

23. ROAD SAFETY

- a. Reduction of limit on Willington Road to 30 mph – update (previous minute 21/148.1)
- b. Assessment of speed limit on Chapel Lane – update (previous minute 21/148.1)
- c. Installation of mirrors on Willington Lane to enable traffic exiting Boothsdale to better see vehicles travelling from Kelsall – update (previous minute 21/148.1)

24. WILLINGTON ENVIRONMENT AND TASK FORCE

- a. Task Force Plans – update
- b. Information plaques (history, flora & fauna, German Wall) in the village – update

25. ACTION PLAN 2022-2023 – review, revise and approve the Parish Council Action Plan for 2022-23.

26. SCHEDULE OF COUNCIL DOCUMENTS AND REGULATIONS - review

27. CLERK'S REPORT/CORRESPONDENCE

28. FINANCIAL MATTERS.

- a. Payments between meetings. To confirm the payments that have been made since the Council meeting held on 29th March 2022
- b. Payments to be authorised
- c. Direct Debits. To note payments that have been made by DD since the Council meeting held on 29th March 2022
- d. Payments due before the July 2022 Council Meeting
- e. Management Accounts – review and approve the final accounts for FY 2021-22.

29. ITEMS OF INTEREST FOR NEXT AGENDA

30. DATE OF NEXT MEETING

The next meeting of Willington Parish Council is currently scheduled for Tuesday 26th July at 19:30 at Willington Hall.

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