

**MINUTES OF A MEETING OF WILLINGTON PARISH COUNCIL HELD AT WILLINGTON HALL
ON TUESDAY 26th JULY 2022**

PRESENT:

Councillor John Grimshaw
Councillor John Lindsay
Councillor Jane Lowthion
Councillor Rob Merrick (Vice-Chairman)
Councillor A Nicholas (Chairman)

IN ATTENDANCE: R Winterbourne – Clerk to the Parish Council, Borough Councillor Harry Tonge and two Police Community Support Officers.

22/031 APOLOGIES – none were received.

22/032 DECLARATIONS OF INTEREST, DISCLOSABLE PECUNIARY INTERESTS AND DISPENSATIONS

22/032.1 New Written Requests for Dispensations

There were no new requests.

22/032.2 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.

22/032.3 Councillors' Declarations

Councillors were reminded that they should check annually that their Member's Declaration of Interests are up to date.

22/033 OPEN FORUM

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

22/034 PARISH COUNCIL MEETING

RESOLVED: that the Council meeting be reconvened.

22/035 REPORT ON OPEN FORUM

Councillor H Tonge provided an update on the four current CWaC consultations.

PCSO Wendy Leason and PCSO Cain Jones introduced themselves. Current speeding and fly-tipping issues in the village were discussed with Councillors.

22/036 MINUTES OF MEETINGS

Minutes of the meeting of the full Council held on 17th May 2022

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

22/037 REPORT ON ACTIONS ARISING FROM THE MEETING ON 17th MAY 2022

22/037.1 Village Defibrillators

No further funds for the defibrillator project have been received as a result of the article in the June 2022 newsletter.

Councillor Nicholas ran through the projected costs to complete the defibrillator project.

RESOLVED: that the Council purchase a protective case for the defibrillator at Willington Hall and an external cabinet for the defibrillator at The Boot. It was resolved that funds required in excess of

the income already received from SpaceHive and The Firs specifically for the defibrillators would come from PC reserves pending the VAT refunds on the defibrillators and case.

22/037.2 New Mailbox

It was noted that the new mailbox is in place attached to the notice board on The Green. Councillor Grimshaw was thanked for completing the installation.

22/038 PLANNING MATTERS

22/038.1 New Planning Applications – none received

22/038.2 Previous Applications - the status of outstanding applications and of recently approved applications was noted.

22/038.3 Notes

22/038.3.1 Residents' concerns regarding potential breaches of planning conditions and environmental regulations at the site between our Cat Lane End and Highcroft on Willington Road. It was noted that one of the residents impacted by this issue had written to Rob Charmley, Head of CW&C Planning regarding this issue.

RESOLVED: that the Clerk contact CWaC Planning Enforcement asking for the original usage conditions of planning approval be enforced.

22/038.3.2 New gates and posts installed at Roughlow Farm.

It was noted that the owner of Roughlow Farm had informed the Clerk that he would apply for retrospective planning permission for the installation of the full height, wooden gate on Roughlow.

RESOLVED: that the Clerk contact CWaC Planning Enforcement regarding the amended gateway and tracks across the field at Roughlow Farm at the junction of Roughlow and Tirley Lane.

22/039 REVISED CODE OF CONDUCT

RESOLVED: that the Council adopt the CWaC Code of Conduct (published on 1st April 2022) effective from the 27th July 2022.

It was noted that Councillors are required to attend suitable Code of Conduct training.

22/040 DECLARATIONS OF INTEREST

RESOLVED: that the Councillors review their registers of interests and prior to the September 2022 meeting of the Council complete, sign and return their declarations to the Clerk as laid out in new Code of Conduct.

22/041 LCAS FOUNDATION APPLICATION

The Chairman and Clerk provided an update.

RESOLVED: that the Council confirms that it meets all the requirements in the LCAS document circulated prior to the meeting, and that all documentation and information is in place for a Foundation Award.

RESOLVED: that the Council confirms that it recognises its duties in relation to bio-diversity and crime and disorder, and that it has all the relevant documentation and information in place to meet the criteria to apply for the Foundation level of the Local Council Award Scheme.

22/042 COMMUNITY COMMUNICATION

22/042.1 Village Questionnaire

An update was provided and discussed.

RESOLVED: that the questionnaires are delivered/emailed by Sunday 31st July, responses are requested by Sunday 14th August, and that an extraordinary meeting of the Council is scheduled for w/b 28th August to discuss the results.

22/042.2 Newsletter delivery schedules – Councillor Grimshaw agreed to draw up a revised set of delivery rounds based on the spreadsheet of addresses provided by the Clerk.

The frequency of the newsletter will be discussed once the questionnaire results are known.

RESOLVED: that the next newsletter be published at the end of September 2022; it will contain the results of the questionnaire.

22/043 COMMUNITY ENGAGEMENT

Potential future events were discussed. Carols on the Green/Santa walkabout in December, a village quiz in the Autumn and an ‘open gardens’ event in Spring 2023 have been suggested.

22/044 ROAD, PATH AND PAVEMENT MAINTENANCE - the log of issues raised with CWaC Highways was reviewed.

22/045 ROAD SAFETY

22/045.1 Reduction of the speed limit on Willington Road to 30 mph – the formal consultation process has begun. Comments and objections are required by 12th August 2022.

22/045.2 Assessment of the speed limit on Chapel Lane – CWaC Highways have confirmed that the assessment will be completed later in 2022.

22/045.3 Installation of a traffic mirror on Willington Road at bottom of Boothsdale – the Clerk has contacted CWaC Highways asking for a progress update.

22/046 WILLINGTON ENVIRONMENT AND TASK FORCE

22/046.1 Task Force Plans – Councillor Grimshaw provided an update. Work has been completed on the surround of one of the benches on The Green; work on the second needs to be completed. Renovation of the finger sign-post at Willington Corner and adding gravel to more Little Switzerland steps will be scheduled.

22/046.2 Village Information Plaque – was discussed; Councillor Lowthion will lead this project.

22/046.3 Fast Fibre – was discussed. Councillor Merrick will lead this project.

22/047 ACTION PLAN 2022-2023 – progress against the Action Plan was discussed. It was noted that we are still unable to provide full AED training at the moment.

22/048 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
Financial Standing Orders	Y	Y	-	July 2021	July 2023	No changes required.
Volunteer Policy	Y	Y	-	July 2021	July 2023	Minor correction to page numbering.

22/049 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

- c. Cheshire Police Alerts
- d. Vision ICT web analytics for www.willington.org.uk website
- e. CWaC and other Consultations
- f. Neighbourhood Watch National Newsletter
- g. Police and Crime Commissioner bulletins.

22/050 FINANCIAL MATTERS.

22/050.1 Payments between meetings.

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

Payee	Detail	£ Amount Paid
JDH Business Services	2021-22 Internal Audit	199.80
R Winterbourne	Clerk expenses April & May 2022	58.52
Willington Hall Hotel	Annual Village meeting refreshments	118.50
R Winterbourne	Clerk Salary May 2022	218.54
Andrew Nicholas	Expenses (defibrillators x 2 plus carrying case)	2972.00
ChALC	Councillor Introduction training course	25.00
R Winterbourne	Clerk expenses June 2022	88.97
R Winterbourne	Clerk Salary June 2022	184.32
HMRC	PAYE April, May & June 2022	146.60
ChALC	Roles & Responsibilities training	25.00
NMC D&P	June newsletter printing	27.00

22/050.2 Cheque Payments – the following payments were approved.

Payee	Detail	£ Amount to be Paid
NALC	LCAS Foundation fee	60.00
R Winterbourne	Clerk Salary July 2022	218.24
BHIB Ltd	Insurance premium 2022-23	415.76

22/050.3 Direct Debits

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

- Sage One Payroll – May 2022. Paid 17th May 2022 - £8.40
- Sage One Payroll – June 2022. Paid 16th June 2022 - £8.40

22/050.4 Payments due before the September 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.

22/050.5 Management Accounts

RESOLVED: that the management accounts for the period April 2022 to end June 2022 be approved.

22/050.6 Bank Mandate/Signatories

The revision of signatories on the Council's NatWest bank accounts was discussed.

RESOLVED:

- if we add or remove Authorised Signatures in the "Add or remove individuals" section of this form, the Bank** will update our mandate accordingly for the accounts we specify in this form's "About your business" section

- if we change the Signing Rules in the “Account Signing Rules” section of this form, the Bank** will update our mandate accordingly for the accounts we specify in this form's “About your business” section
- the Bank** can phone the individuals we've identified as “Call Back Contacts” to confirm or correct any instructions or information that we've given the Bank
- the current mandate will continue as amended.

** NatWest

22/050.7 Review of Cashbook and Bank Statements

RESOLVED: that Councillor Lindsay assume responsibility for checking the cash book and bank statements with immediate effect.

22/051 ITEMS OF INTEREST FOR NEXT AGENDA – none were suggested.

22/052 DATE OF NEXT MEETING

The next full meeting of Willington Parish Council will be on Tuesday 27th September 2022 at 19:30 at Willington Hall

An extraordinary meeting of Willington Parish Council is planned for week beginning 28th August 2022 to discuss the results of the questionnaire..

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Chairman's Signature Dated.....