

MINUTES OF A MEETING OF WILLINGTON PARISH COUNCIL HELD AT WILLINGTON HALL ON TUESDAY 22nd NOVEMBER 2022

PRESENT:

Councillor John Grimshaw
Councillor John Lindsay
Councillor Jane Lowthion
Councillor Andrew Nicholas (Chairman)

IN ATTENDANCE: Borough Councillor Harry Tonge, Rob Winterbourne – Clerk to the Parish Council, five members of the public.

22/080 APOLOGIES – Councillor Rob Merrick, Borough Councillor John Leather.

22/081 DECLARATIONS OF INTEREST, DISCLOSABLE PECUNIARY INTERESTS AND DISPENSATIONS

22/081.1 New Written Requests for Dispensations

There were no new requests.

22/081.2 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.

22/082 OPEN FORUM

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

22/083 PARISH COUNCIL MEETING

RESOLVED: that the Council meeting be reconvened.

22/084 REPORT ON OPEN FORUM

Councillor Tonge provided an update on Cheshire West and Cheshire (CWaC) council consultations, meetings and Neighbourhood Pride grants.

22/085 MINUTES OF MEETINGS

Minutes of the meeting of the full Council held on 27th September 2022

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

22/086 REPORT ON ACTIONS ARISING FROM THE MEETING ON 27th SEPTEMBER 2022

22/086.1 Neighbourhood Pride grants – it was noted that both Parish Council applications (for a bench and interpretation board) had been accepted. In addition, a CWaC Members Budget grant for the full cost of an external AED cabinet at Willington Hall had been received.

22/086.2 Ownership of the Green – an update following the meeting with CWaC on this matter was provided by Councillor Nicholas.

22/086.3 Replacement of the Willington Corner phone box - an update following the meeting with CWaC on this matter was provided by Councillor Nicholas.

22/086.4 Revised bank mandate – the Clerk confirmed that the signatories on the Parish Council current account had been amended.

22/087 PLANNING MATTERS

22/087.1 New Planning Applications – Planning Consultation **22/03450/FUL – Land Opposite Mead Cottage, Willington, Tarpoley, CW6 0ND**. Proposal: Temporary dwelling – pheasant breeding and rearing enterprise. The application was discussed.

RESOLVED: that the Clerk provide comments to CWaC Planning as discussed and agreed at the meeting.

22/087.2 Previous Applications - the status of outstanding applications and of recently approved/refused applications was noted.

22/087.3 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.

It was noted that CWaC Planning Enforcement had recently visited the site and a Planning Contravention Notice was to be issued.

22/088 COMMUNITY COMMUNICATION

22/088.1 Newsletter publication schedules – were discussed.

RESOLVED: that the next newsletter will be issued on the weekend of 25th & 26th February 2023.

22/089 COMMUNITY ENGAGEMENT

Future events were discussed. Actions for the Carols on the Green event on Sunday 4th December 2022 were agreed.

RESOLVED: that the Open Gardens day be held on Sunday 11th June 2023.

RESOLVED: that the 2023 village picnic be held on Sunday 7th May to coincide with the coronation weekend of King Charles III.

RESOLVED: that a display of poppies will be created in the village for Remembrance in 2023.

22/090 ROAD SAFETY

22/090.1 Reduction of the speed limit on Willington Road to 30 mph – the revised CWaC Highways costs were discussed.

RESOLVED: that the costs be accepted and that the Clerk write to CWaC Highways confirming that we wish them to proceed at an estimated total cost of £4644.39 +VAT.

22/090.2 Assessment of the speed limit on Chapel Lane – results of the monitoring of vehicle speeds on Chapel Lane w/b 12/8/2022 had been received. The CWaC Road Safety team are reviewing the data.

22/090.3 Installation of a traffic mirror on Willington Road at bottom of Boothsdale – the Clerk has again contacted CWaC Highways asking for a progress update.

22/090.4 Speeding on the section of road between Willington Corner and Willington Hall – was discussed.

RESOLVED: that the Clerk contact CWaC Highways to decline a speed assessment (for a reduction from 60 to 50 mph) but to request a site visit to look at the existing road markings with a view to adding additional markings and re-painting the existing markings.

22/091 WILLINGTON ENVIRONMENT AND TASK FORCE

Task Force Plans – Councillor Grimshaw provided an update on planned tasks including removal of three trees.

22/092 WILLINGTON INTERPRETATION BOARD – Councillor Lowthion provided an update.

RESOLVED: that the Council proceeds with the design and implementation of the board at a maximum cost of £1000 from reserves on top of the £1000 grant from the Neighbourhood Pride scheme.

22/093 FAST FIBRE – the initial meeting of the working party will be held early in January 2023. Councillor Merrick will provide an update at the PC meeting at the end of January 2023.

22/094 TRAINING AND DEVELOPMENT – the training and development plan was reviewed and accepted. It was noted that further Code of Conduct virtual training has been scheduled by ChALC for Thursday 15th January 2023.

22/095 RISK ASSESSMENT – the Risk Management policy was reviewed and approved.
RESOLVED: that the Clerk update the Risk Management document to reflect the additional AED assets.

22/096 MAY 2023 PARISH COUNCIL ELECTIONS – were discussed. The following dates were noted:

- If an election for the Parish Council is required, it will be held on Thursday 4th May 2023
- Parish Councillors will take up office on Tuesday 9th May 2023
- The first meeting of the new Council must take place with 14 days of Tuesday 9th May 2023.

22/097 SCHEDULE OF COUNCIL DOCUMENTS AND REGULATIONS

RESOLVED: that the document below is amended as noted and approved.

Policy	On OneDrive (Y/N)	On website (Y/N)	Date Agreed	Date Last Reviewed	Next Review	Recommended Action
Financial Standing Orders	Y	Y	-	July 2022	July 2023	Changes to: permit the clerk to approve invoices with Councillors and make any payments that should be paid before the next meeting, and to clarify the frequency of bank account review.

22/098 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 and National Association of Local Councils e-bulletins
- b. Cheshire Police Alerts
- c. Vision ICT web analytics for www.willington.org.uk website
- d. CWaC and other Consultations
- e. Neighbourhood Watch National Newsletter
- f. Police and Crime Commissioner bulletins.

22/099 FINANCIAL MATTERS.

22/099.1 Payments between meetings.

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

Payee	Detail	£ Amount Paid
R Winterbourne	Clerk expenses Sept/Oct 2022	107.20
HMRC	July – September 2022 PAYE	146.60
Vision ICT	Webhosting 2022-23	151.20
R Winterbourne	Clerk salary October 2022	184.12

22/099.2 Clerk Salary 2022-23

RESOLVED: that the Clerk's hourly rate of pay for 2022-23 is increased to that agreed by the National Joint Council (NJC) as per the pay rate table provided to Councillors.

22/099.3 Cheque Payments – the following payments were approved.

Payee	Detail	£ Amount to be Paid
R Winterbourne	Clerk Salary November 2022	329.45

22/099.4 Direct Debits

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

- Sage One Payroll – October 2022. Paid 17th October 2022 - £8.40
- Sage One Payroll – November 2022. Paid 17th November 2022 - £8.40.

22/099.5 Management Accounts

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

22/099.6 Budget 2023-2024 - the draft budget was reviewed.

RESOLVED: that the draft budget be updated with project costs as agreed, and that it be presented at the meeting in January 2023 for approval.

22/099.7 Review of Cashbook and Bank Statements

Councillor Lindsay has reviewed the cash book and bank statements for September 2022. No issues were found.

22/100 ITEMS OF INTEREST FOR NEXT AGENDA – none were suggested.

22/101 DATE OF MEETINGS FOR CALENDAR YEAR 2023

RESOLVED: That the Council meets in 2023 every other month on the following dates:

Tuesday 31st January (next meeting), Tuesday 28th March, Tuesday 23rd May, Tuesday 25^h July, Tuesday 26th September, Tuesday 21st November.

The date of the Annual Village meeting will be Tuesday 23rd May 2023 prior to the meeting of the Parish Council.

END OF DOCUMENT

Chairman's Signature Dated.....

Chairman's Initial