

**MINUTES OF A MEETING OF WILLINGTON PARISH COUNCIL HELD AT
WILLINGTON HALL HOTEL ON TUESDAY 24TH JANUARY 2017**

PRESENT: Councillor J Grimshaw (Chairman)
Councillor P Tyson-Jones (Vice Chairman)
Councillor J Lowthion
Councillor A Nicholas
Councillor R Penk

IN ATTENDANCE: Cheshire West and Chester Councillor J Leather
Parish Council Clerk – Mr M Hassall

APOLOGIES: Cheshire West and Chester Councillor H Deynem

**16/131 DECLARATIONS OF INTEREST, DISCLOSABLE PECUNIARY INTERESTS,
AND DISPENSATIONS**

16/131.1 New Written Requests for Dispensations

There were no new requests.

16/131.2 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 Nicholas declared a Disclosable Pecuniary Interest in Planning Application 16/04483/FUL. (As the item was only to note and record approval of the application by Cheshire West and Chester Council it was not considered necessary for Councillor Nicholas to leave the room).

No other declarations were made.

16/132 OPEN FORUM

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

16/133 PARISH COUNCIL MEETING

RESOLVED: that the meeting be reconvened.

16/134 REPORT ON OPEN FORUM (This minute was not reported to Council in the formal meeting. It is a record of the items raised in the Open Forum)

Borough Councillor Leather had made reference to the Borough Parking Consultation, Budget Discussions, and the Gypsy and Traveller Site Consultation

16/135 MINUTES OF THE MEETING HELD ON 22ND NOVEMBER 2016

RESOLVED: that the minutes of the meeting held on 22nd November 2016 be signed by the Chairman of the meeting as a correct record after Minute 16/125 was amended from Willington Cheshire to Willington Parish Cheshire.

**16/136 REPORT ON ACTIONS ARISING FROM THE MEETING ON 22ND NOVEMBER
2016 NOT COVERED BY THE AGENDA**

16/136.1 Telegraph Pole (Previous Minute 16/124)

British Telecom had stated that in their opinion the telegraph pole was not in a dangerous position.

RESOLVED: that the Clerk ask Highways for their opinion.

16/136.2 Parking on the Car Park at the Green (Previous Minute 16/127)

It was considered that if the parking area was marked in some way, and vehicles were parked within those markings, it would be possible for more vehicles to be parked at any one time.

RESOLVED: (16/136.2.1) that Councillor Grimshaw look into the possibility of marking positions with white stone

RESOLVED: (16/136.2.2) that an article be written for the newsletter on this matter asking local residents to leave the car park for visitors to use, particularly at weekends.

16/137 PLANNING MATTERS

16/137.1 Planning Minutes

RESOLVED: that the minutes of the Planning Meeting held on 11th January 2017 be approved

16/137.2 Planning Applications

There were no applications to examine.

16/137.3 NOTICES

16/04483/FUL- Single storey side extension to dwelling consisting of Utility room and porch - Rose Cottage, Gooseberry Lane, Willington - **PERMISSION**

16/138 ACTION PLAN

A copy of the draft Action Plan prepared by Councillor Lowthion was approved.

RESOLVED: (16/138.1) that where appropriate Councillor Lowthion add some time scales to individual items

RESOLVED: (16/138.2) that the Action Plan be a standing agenda item throughout the year in order to allow those leading actions to provide progress reports where there was not a specific agenda heading for that item.

16/139 BUDGET YEAR TO MARCH 2018

RESOLVED: that the draft budget prepared by the Clerk be approved and that Council request a budget requirement of £4,400.00.

16/140 SIGNAGE

16/140.1 Parish Signage

RESOLVED: that the Clerk request funding from the Borough Councillors Members Budgets for this project

16/140.2 Finger Signage (Previous Minute 16/118.2)

The response Public Rights of Way was as follows:

“In terms of the metal post you have raised which is in good order as it has only recently been replaced. I can confirm that this meets the statutory duty of the Local Authority in that the footpaths are both signed from the County Road. We have no obligation to include destinations on our signs. This is the standard signpost we use. If you feel that a wooden post with destinations is warranted then I am happy to look into the change and obtain some prices but as this is above and beyond the standard we use then we would look to the Parish Council to fund this change.”

RESOLVED: that Rights of Way be asked to provide a quotation for a finger post.

16/140.3 Wooden Pole close to Wood Cottage

The wooden pole needed replacing as the existing one had rotted at the base. The following response had been received from Rights of Way:

“If text is not required on this post would a smaller way mark post be the better option here, with way mark discs attached rather than a fingered post? This is something that can be undertaken quite quickly if you were in agreement and that the occupants are happy to have the post replaced and located in the same spot?”

RESOLVED: that the suggestion of a smaller way mark post be approved

16/140.4 Delamere Loop signage adjacent to Tirley Garth from John St direction

Rights of Way had been informed that the signage was in need of repair and they had carried out the work on 24th January 2017.

16/141 LOCAL COUNCIL AWARD SCHEME

The meeting noted that a Record of Training would need to be put together and a Training New Staff and Councillors Policy was required. It was thought that a number of policies that had been placed on the website when it first went live were no longer there.

RESOLVED: that the Clerk prepare the required documents and check the website to see whether the documents were there.

16/142 VILLAGE DESIGN STATEMENT

A document showing a definition of a Design Statement Along with some chapter headings had been prepared by Councillor Lowthion.

RESOLVED: that an article be written for the newsletter asking for volunteers to join a Steering Group that would prepare a Village Design Statement.

16/143 HIGHWAYS/STREETSCENE

16/143.1 Gritting of Chapel Lane and Rough Low

Highways had been asked to include Chapel Lane and Rough Low when road gritting was carried out in the Borough. The following response had been received and was noted by Council:

“I can confirm that Chapel Lane, is already on our secondary gritting routes list.

The council carries out winter maintenance operations to the approved policy:

In this authority, a total, 41% of the road network in Cheshire West and Chester is treated when icy conditions are anticipated. The roads which are salted are dealt with in a priority order with the main roads treated first. The roads that we do treat fall into one of the following priorities:

Priority 1 Routes

are all ‘A’ Class carriageways, and designated routes to A & E Hospitals. Then in order to maximise efficiency and scale of economy, other classes of carriageway which are required to be driven as part of the route, in linking up the ‘A’ Class network, will also receive this level of treatment. These will be as identified on the Winter Gritting Route Plans;

Priority 2 Routes

are other major commuter roads (‘B’ class), major commuter/distributor roads carrying 4 service buses or more per hour between 06.00 and 10.00am, roads serving emergency services/public transport centres/comprehensive and secondary schools/higher education establishments, roads with gradients greater than 10% and carrying more than 1000v/day and main access roads to rural communities/villages. Third party funded public highways are also treated, however this will only continue for the duration of the external funding being made available. These will be as identified on the Winter Gritting Route Plans.

Unfortunately it is not considered practical because of resources and costs to pre-treat all highways and other carriageways will not be pre-treated. The aim is that these will only be post-treated to remove ice or snow and only after all the priority routes are treated and

open to traffic and when snow or ice is likely to persist for a continuous period. This however is very much dependent upon available resources.

The authority has 14 gritters available to salt our network and all available resources have been utilised in keeping the roads clear. I can assure you Chapel Lane, is on our post salting list and we will endeavour to arrange the necessary treatment when resources become available.

I hope the above goes some way to explain the council's winter maintenance operations for this winter."

16/143.2 Salt/Grit Bin for Roughlow

Highways had said that they would be unable to install a salt bin as the road was already on their secondary route 4 gritting list and their policy did not allow for both. However, it was possible for the Parish Council to fund a grit bin in that location and costs would be as follows:

Cost of the grit bin £175, Installation by Maintenance Crew £38, Initial fill of grit bin £100
The cost for installing the grit bin would therefore be £313 per location plus VAT (total cost £375.60). Once installed, the cost of filling the grit bin would be £100.

RESOLVED: not to purchase a Salt/Grit Bin at the present time.

16/144 NEWSLETTER

A number of possible articles were suggested and Councillors were asked to forward them to the Clerk by 3rd February 2017.

16/145 JUNE 2017 COUNCIL MEETING

Willington Hall Hotel were unable to host the Council meeting on Tuesday 27th June.

RESOLVED: that the meeting be held on Wednesday 28th June

16/146 ELECTORAL REVIEW

Cheshire West and Chester Council were inviting up to three Council representatives to attend a briefing session on 1st February 2017.

The meeting noted the invitation as there were no offers to attend.

16/147 BOOK ON WILLINGTON

RESOLVED: to support the proposal from Councillor Tyson-Jones that a book be written covering the history of Willington.

The meeting noted that Councillor Tyson-Jones and local resident Sue Masterman would take the lead on this project and that Councillor Tyson-Jones would publicise the project via the next newsletter

16/148 NEIGHBOURS OF WILLINGTON

16/148.1 Page on Council's Website (Previous Minute 16/116.2)

The Clerk reported that a page had been created on Council's website headed Community News and Events.

16/148.2 Social Event (Previous Minute 16/116.2)

The meeting noted that the social event held on 8th January 2017 had been very successful with an extremely good turnout from local residents.

16/148.3 Council Contact for Neighbours of Willington

RESOLVED: that Councillor Tyson-Jones be the named contact with the Neighbours of Willington group for future meetings and events.

The Clerk would inform the group.

16/148.4 Leaflet for Quiz Night Invitations

The group were planning to hold a Wine Tasting and Quiz Night on 6th April 2017 and had asked whether Council could get a supply of leaflets printed

RESOLVED: (16/148.4.1) that the Clerk get the Leaflets printed at the same time as the newsletter.

RESOLVED: (16/148.4.2) that Council support the event by paying for the leaflets to be printed. The cost was expected to be about £6.

16/149 RE-SITING OLD NOTICEBOARD AND BENCH

It was thought that the old noticeboard and the bench on the Green would be put to better use by moving them and also that the former bus shelter would be used if it had a bench inside it.

RESOLVED: (16/149.1) that Councillor Grimshaw ascertain whether it was practically possible to relocate the noticeboard and bench

RESOLVED: (16/149.2) to obtain a costing for putting a seat in the shelter

16/150 CPR TRAINING EQUIPMENT

16/150.1 RESOLVED: that the equipment that was not required be donated to Tattenhall First Aiders

16/150.2 Councillor Nicholas reported that he was arranging a further training session and details would be provided in the next newsletter

16/151 WILLINGTON/UTKINTON FETE 2017

RESOLVED: (16/151.1) not to be part of a Fete with Utkinton in 2017.

RESOLVED: (16/151.2) that Councillor Grimshaw write to the Fete Committee thanking them for allowing Willington to share the 2016 Fete and also make reference to the new Neighbours of Willington group who would be arranging community events for the foreseeable future.

16/152 CLERK'S REPORT/CORRESPONDENCE

The following had been forwarded to Councillors:

- a. Cheshire Association of Local Councils e-bulletins
- b. Cheshire West and Chester Council – Planning Update – 30th January 2017 – 7 till 9pm – Councillor Grimshaw would be attending
- c. Meeting with Police and Crime Commissioner – 18th January 2017 – 6.30pm – Tarvin Community Centre

Councillor Tyson-Jones had attended the meeting and reported that she had informed the Police Commissioner that there had been two occasions when the local PCSO had been invited to attend Council meetings but had not done so.

- d. Cheshire West and Chester Council Local Plan – Consultation Draft Parking Strategy – closing date for comment 13th January 2017

- e. Cheshire Neighbourhood Planning Newsletter – Edition 4

- f. Tarporley Parish Council – Invitation to attend a meeting about Community Land Trusts – Tarporley Community Centre – 2nd February 2016

16/153 FINANCIAL MATTERS

16/153.1 Payments Made

The following payments had been made between meetings in accordance with minute 16/129.5

Payee	Detail	Amount to be Paid
Mr A Nicholas	New Noticeboard	875.00

Vision ICT Ltd	Website Maintenance	30.00
National Association of Local Councils	Local Council Award Scheme Registration	60.00
Mr M Hassall	Payroll December 2016	149.14
HMRC	PAYE Qtr. To 31st December 2016	111.80

16/153.2 Cheque Payment

RESOLVED: that the following payment be authorised

Payee	Detail	Amount to be Paid
Mr M Hassall	Payroll January 2017	148.94

16/153.3 Direct Debit

The meeting noted that the following payments had been made by direct debit:

Sage One – Payroll – December 2016 – Paid 16th December 2016 £6.00

Sage One – Payroll – January 2017 – Paid 16th January 2017 £6.00

16/153.4 Cash Book

Councillor Lowthion reported that she had received the cash book and bank statements from the Clerk. She had studied them and was happy that all transactions had been made in accordance with Council approval. The monthly bank statements had been signed to confirm that the work has been done.

16/153.5 Management Accounts.

Management Accounts for the 9 months to 31st December 2016 were presented and accepted.

16/153.6 Noticeboard (Previous Minute 16/061.1)

The meeting noted that a grant of £500.00 from the Borough Councillors Members Budgets had been received on 6th January 2017

16/153.7 Website

Councillor Tyson-Jones reported that Mr G Jones had asked whether there were any training courses covering the management of Councils website that he could attend.

RESOLVED: that the Clerk find out and report to the next meeting

16/154 DATE OF NEXT MEETING – 7.30pm - Tuesday 28th February 2017 – Willington Hall Hotel

Chairman's Signature Dated.....