

**MINUTES OF A MEETING OF WILLINGTON PARISH COUNCIL HELD AT
WILLINGTON HALL HOTEL ON TUESDAY 28TH FEBRUARY 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

**16/155 DECLARATIONS OF INTEREST, DISCLOSABLE PECUNIARY INTERESTS,
AND DISPENSATIONS**

16/155.1 New Written Requests for Dispensations

There were no new requests.

16/155.2 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. No such declarations were made.

16/156 OPEN FORUM

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

16/157 PARISH COUNCIL MEETING

RESOLVED: that the meeting be reconvened.

16/158 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 and the Homelessness and Housing Related Services Consultation

16/159 MINUTES OF THE MEETING HELD ON 24TH JANUARY 2017

RESOLVED: that the minutes of the meeting held on 24th January 2017 be signed by the Chairman as a correct record.

**16/160 REPORT ON ACTIONS ARISING FROM THE MEETING ON 24TH JANUARY
2017 NOT COVERED BY THE AGENDA**

16/160.1 Parking on the Car Park at the Green (Previous Minute 16/136.2)

Councillor Grimshaw reported that he and Councillor Tyson-Jones had marked the car park with pegs and overall it appeared to be working well.

16/160.2. Website Training (Previous Minute 16/153.7)

The training available would be one to one training via telephone and cost would be in the region of £80.00.

RESOLVED: to accept the quotation and proceed with the training.

Councillor Grimshaw offered to join Mr Jones and sit in on the session

16/161 PLANNING MATTERS

16/161.1 Planning Applications

There were no applications to examine.

16/161.2 NOTICES

16/05498/FUL – Replacement conservatory – 1 Lilac Close, Willington – **PERMISSION**

16/162 REPORT ON PLANNING UPDATE MEETING WITH CHESHIRE WEST AND CHESTER COUNCIL

Copies of the Planning Presentation and Planning Protocol had been forwarded to Councillors.

The meeting noted that Cheshire West and Chester Council would not be forwarding complete paper copies of Planning Applications when they were requested, only copies of the application form and location document.

RESOLVED: that in future the Clerk download Planning Application documents and forward them to Councillors via e-mail.

16/163 ACTION PLAN

RESOLVED: to leave this item until the next meeting.

16/164 SIGNAGE

16/164.1 Finger Post (Previous Minute 16/140.2)

RESOLVED: to ask for a quote for a two finger sign, rather than three, and for Boothsdale and Little Switzerland to be shown on the post.

16/164.2 Wooden Pole close to Wood Cottage (Previous Minute 16/140.3)

The work had been completed on 7th February 2017

16/164.3 Parish Signage (Previous Minute 16/140.1)

16/164.3.1 The grant application to the Members Budget had been successful and a grant of £1,000.00 had been received.

16/164.3.2 Highways had raised issues at the three locations

16/164.3.2.1 Willington Road / Common Lane boundary sign.

Highways considered that having a sign would not be a problem but because the boundary line ran across the junction the sign would need to be a minimum of 100m from the junction for visibility reasons. They were proposing to position the sign 100m west of Common Lane on Willington Road. Tarvin Parish Council had indicated that they would prefer to see the boundary 100m east of Common Lane on Willington Road as there were three properties very close to the west side of the boundary.

RESOLVED: that the Clerk forward the request from Tarvin to Highways and ask for the request to be considered.

16/164.3.2.2 Tirley Garth boundary.

Highways considered that there was no safe location to place the boundary sign at the boundary due to a narrow verge and a double bend. The location that they were happy to use was a position 150m north west of the boundary line near to the entrance of Higher Barn Farm.

RESOLVED: that the Clerk ask Highways to consider the triangle outside Tirley Garth

16/164.3.2.3 Willington Road.

Highways were not happy to provide anything due to safety reasons and the narrowness of the verge and footway. They considered that they would need at least 450mm clearance from the carriageway, plus the size of the sign so the overall width would be at

least 1.6m if the sign was to go in the verge. Also they would need at least 3.1m if the sign was to be placed on the footway.

RESOLVED: that the Clerk ask Highways to come up with a solution

16/165 VILLAGE DESIGN STATEMENT

The meeting noted that to date no one had offered to join a Steering Group to prepare a Village Design Statement.

16/166 LOCAL COUNCIL AWARD SCHEME

16/166.1 Record of Training

RESOLVED: that the following record of training be confirmed as accurate:

Date	Activity	Venue	Name
29 June 2015	Chairmanship 1	Congleton	Councillor Grimshaw
11 Sept 2015	SLCC Cheshire Meeting	Knutsford	Clerk
24 Sept 2015	Planning Seminar	Middlewich	Councillor Nicholas
24 Sept 2015	Planning Seminar	Middlewich	Councillor Tyson-Jones
12 Oct 2015	Pensions Seminar	Crewe	Clerk
19 Nov 2015	Councillor Induction	Crewe	Councillor Nicholas
19 Nov 2015	Councillor Induction	Crewe	Councillor Lowthion
15 Mar 2016	Employment Law Seminar	Shrewsbury	Clerk
21 April 2016	Website	Tarvin	Clerk
15 June 2016	Powers, Duties, and Precept	Tarvin	Councillor Lowthion
9 Sept 2016	SLCC Cheshire Meeting	Lach Dennis	Clerk
23 Nov 2016	Creating Safer Space Safeguarding	Chester	Clerk
1 Feb 2017	Regional Training Seminar	Telford	Clerk

16/166.2 Website (Previous Minute 16/141)

The following three documents that were on the website when it went live had disappeared but had since been put back on:

Standing Orders, Financial Standing Orders, Payments of £100 and Over.

16/166.3 Other Policies

The meeting noted that a Training New Staff and Councillors Policy was required along with a Disciplinary and Grievance Procedure

16/167 HIGHWAYS/STREETSCENE

16/167.1 Condition of road along Willington Lane (from John Street junction along the length of Hall Wood)

RESOLVED: that the Clerk report the poor condition of the road and ask for the surface to be repaired.

16/167.2 Deep “Gutters” in the verge above the “German Wall” at Rough Low

RESOLVED: that the Clerk ask for the surface to be repaired.

16/167.3 Willington Road (between Wood Villa and Wood View School Cottage)

Part of the road was flooded

RESOLVED: that the Clerk ask Highways to take any necessary action to resolve the problem

16/168 RE-SITING OF OLD NOTICEBOARD AND BENCH

Councillor Grimshaw reported that it would be possible to move them with help from a working party. It was suggested that putting a large map of Willington Parish in the old noticeboard would be a good use of the board.

RESOLVED: that the Clerk ask Cheshire West and Chester Council for an updated map of Willington Parish

16/169 CLERK'S REPORT/CORRESPONDENCE

16/169.1 The following had been forwarded to Councillors:

- a. Cheshire Association of Local Councils e-bulletins
- b. Copy of a letter that Audlem Parish Council has sent to their MP regarding the Planning Matters
- c. Commonhall Street, Chester – Development Brief Consultation
- d. Letter from the Sandstone Ridge Trust plus invitation to attend their Annual General Meeting on 20th March 2017

RESOLVED: that Councillor Grimshaw inform the Trust that three Councillors would be attending

16/169.2 The meeting noted that the Clerk had attended the SLCC 2017 Regional Training Seminar in Telford on 1st February 2017. The sessions had included an update on important legal changes, financial changes, use of social media by Councils, and an opportunity to hear how a number of Parish Councils had taken over some tasks previously carried out by the Borough or County Councils.

16/170 FINANCIAL MATTERS

16/170.1 Cheque Payment

RESOLVED: that the following payments be authorised

Payee	Detail	Amount to be Paid
Information Commissioner	Data Protection Registration Year to 14th March 2018	35.00
Vision ICT Ltd	Website Hosting and Support Fee April 2017 to March 2018	150.00
Tarvin Methodist Church	Printing Newsletter £7.80 and NoW Leaflets £6.50	14.30
Mr M Hassall	Payroll February 2017	149.14
Mr M Hassall	SLCC Regional Training Day Course £41.40 Travel 112 miles at 45p mile £50.40	91.80

16/170.2 Direct Debit

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

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

16/171 DATE OF NEXT MEETING – 7.30pm - Tuesday 28th March 2017 – Willington Hall Hotel

Chairman's Signature Dated.....

Chairman's Initial