

**MINUTES OF A MEETING OF WILLINGTON PARISH COUNCIL HELD AT
WILLINGTON HALL HOTEL ON TUESDAY 26TH SEPTEMBER 2017**

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

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

APOLOGIES: None

**17/074 DECLARATIONS OF INTEREST, DISCLOSABLE PECUNIARY INTERESTS,
AND DISPENSATIONS**

17/074.1 New Written Requests for Dispensations

There were no new requests.

17/074.2 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.

17/075 OPEN FORUM

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

17/076 PARISH COUNCIL MEETING

RESOLVED: that the meeting be reconvened.

17/077 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 provided some detail of the Cheshire West and Chester Council Electoral Review Draft Recommendations which were out for consultation

17/078 MINUTES OF THE MEETING HELD ON 25TH JULY 2017

RESOLVED: that the minutes of the meeting held on 25th July 2017 be signed by the Chairman as a correct record.

**17/079 REPORT ON ACTIONS ARISING FROM THE MEETING ON 25TH JULY 2017
NOT COVERED BY THE AGENDA**

There were no items under this heading.

17/080 PLANNING MATTERS

17/080.1 Planning Application

RESOLVED: that the following comments be made on the planning application submitted

17/03616/FUL – Extension to Rear – Willington Mill Farm

Comment: No Objections

17/080.2 Notices

17/02685/FUL – Two storey extension to rear of cottage – Boothsdale Cottage, Boothsdale - **PERMISSION**

17/080.3 OTHER

17/080.3.1 Planning Application 17/03252/FUL - Revised application relating to 16/00715/REM which related to a new dwelling and separate garage on this site (formerly known as land at Montana). This application is for a revision to the Garage design. The new proposals reduce the area of the previously approved garage. The height of the new design does not exceed the height of the previous design. It is located in a similar position within the site and is no nearer any of the site boundaries. – Wynflaedas Field, Chapel Lane, Willington

The meeting noted that Councillors had made the following comment on the application when there had been insufficient time to arrange a Planning Committee Meeting:

“In view of the Garage location which is directly adjacent and elevated above the boundary with Chapel Hatch (New Cottages on the plan), in the interest of privacy the roof Velux windows should be on East elevation.”

17/080.3.2 Planning Approval 15/01783/FUL - Storage Shed, Willington Road

The following update had been received from the Cheshire West and Chester Council Planning Team on 21st September 2017:

“I've spoken with Rod, who continues to look into activities on this site. I gather that a letter from the owners has been received to say the site is being tidied up and that accounts for the various bits of rubbish and metal on site - that process will be kept an eye on.

They have created a track and hardstanding with rubble and tarmac and have dug a trench next to the building for drain to be installed. It is possible that those works might need a planning application but I'll get back to you on that point.”

17/081 LOCAL COUNCIL AWARD SCHEME

Councillor Lowthion reported that when she and the Clerk had met with the Cheshire Association of Local Councils in June they had suggested that Council aim to attain the Quality Award rather than the Foundation Award. However, after studying the criteria Councillor Lowthion considered that the Foundation Award was achievable but the Quality Award would be extremely difficult, mainly due to the lack of organisations in the Parish.

RESOLVED: that Council aim for the Foundation Award

17/082 ACTION PLAN

Councillor Lowthion reported that overall the Action Plan remained on target but reminded the meeting that a second consultation was necessary.

17/083 VILLAGE DESIGN STATEMENT

Councillor Lowthion reported that the first draft document would be available in the very near future and that a consultation exercise at the Boot Inn was being considered.

17/084 HIGHWAYS/STREETSCENE/SIGNAGE

17/084.1 Finger Signage

The contractor had confirmed that the finger post should be finished and then delivered during the first week of October. Rights of Way would then install it.

17/084.2 Parish Signage

An update was awaited

RESOLVED: to ask Borough Councillor Leather for assistance if Highways did not respond in the near future.

17/084.3 Dog Waste Bin Boothsdale

A local resident had complained that the bin had not been emptied for some time and that there was a growing pile of bags by the bin. The Clerk had reported the issue to Streetscene on 21st September 2017 and the bin had been emptied.

17/085 PC PROJECTOR

Willington Hall had provided a projector and screen. However there were a number of issues with the screen and an HDMI to VGA Adapter was necessary to connect to the laptop.

RESOLVED: (17/085.1) that the Clerk purchase an adapter.

RESOLVED: (17/085.2) that the Clerk and Councillor Nicholas spend some time immediately before the next meeting to see whether the minor problems could be easily resolved.

17/086 HEDGES

A couple of hedges along Willington Road were overgrown and making it difficult for people to walk passed on the footpath.

RESOLVED: that the Clerk write to the landowners requesting that the hedges be cut back.

17/087 PENSION – AUTOMATIC ENROLMENT

The Clerk reminded the meeting that the staging date for Council was 1st October 2017 and provided details of the procedure.

17/088 SPEEDING

RESOLVED: (17/088.1) that PCSO Ryan Reid be asked to monitor the speed of traffic using Chapel Lane

RESOLVED: (17/088.2) that an article be included in the next newsletter on speeding traffic.

17/089 DOG WASTE BIN

RESOLVED: that the Clerk ask Highways whether, in principle, they would agree to provide a further bin.

17/090 TREE SAFETY

Concerns were raised regarding a number of trees at Little Switzerland.

RESOLVED: that the Clerk write to the landowner asking whether the trees were inspected for safety on a regular basis.

17/091 CLERK'S REPORT/CORRESPONDENCE

The following had been forwarded to Councillors:

- a. Cheshire Association of Local Councils e-bulletins
- b. Cheshire West Area Planning Forum – Tuesday 3rd October – at Cheshire West and Chester Council Head Office, 58 Nicholas Street, Chester 6.30pm to 7.45pm
Councillor Grimshaw would be representing Council.
- c. Cheshire West and Chester Council – Electoral Review of Cheshire West and Chester – Draft Recommendations

RESOLVED: that Council request that the proposed name of “Eddisbury Ward” be changed to “Tarvin and Kelsall Ward” because it conveyed a much clearer idea of what constituted the ward.

d. Cheshire Association of Local Councils – Annual Meeting 19th October 2017

e. Sandstone Ridge Trust – Meeting - Tuesday 12th September 2017

f. Cheshire Association of Local Councils – Chairmanship – Basic Training Session – Monday 25th September 2017

A place had been booked for Councillor Tyson-Jones. Cost to Council £35.00

g. Clerk and Councillor Induction Training – Duddon Clotton War Memorial Hall – 30th October 2017

h. Invitation to a service to celebrate the bi-centenary of the dedication of St Peters Church, Delamere

RESOLVED: that Councillor Lowthion represent Council at the service.

The meeting noted that Councillor Tyson-Jones would also be attending but in a different capacity.

17/092 FINANCIAL MATTERS

17/092.1 Cheque Payments

RESOLVED: that the following payments be authorised

Payee	Detail	Amount to be Paid
Cheshire Association of Local Councils	Local Council Award Scheme Seminar 3rd August 2017 £35.00 Chairmanship Training 25th September 2017 £35.00	70.00
Mr M Hassall	Re-imbursement of Expenditure HP Envy 4527 All-in-One Wireless Printer	39.99
Mr M Hassall	Payroll August and September 2017	301.00
HMRC	PAYE July to September 2017	114.00

17/092.2 Direct Debit

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

Sage One – Payroll – August 2017 – Paid 16th August £7.20

Sage One – Payroll – September 2017 – Paid 18th September £7.20

17/092.3 External Audit

The External Audit had been completed and the Annual Return had been returned to the Clerk. No issues had been raised. The Completed Annual Return was presented to Council.

RESOLVED: that the Annual Return including the certificate signed by the External Auditor be approved and accepted by Council

17/093 DATE OF NEXT MEETING – Tuesday 24th October 2017 – Willington Hall Hotel – 7.30pm

Chairman's Signature Dated.....

Chairman's Initial