

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

**17/094 DECLARATIONS OF INTEREST, DISCLOSABLE PECUNIARY INTERESTS,
AND DISPENSATIONS**

17/094.1 New Written Requests for Dispensations

There were no new requests.

17/094.2 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.

17/095 OPEN FORUM

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

17/096 PARISH COUNCIL MEETING

RESOLVED: that the meeting be reconvened.

17/097 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)

17/097.1 Borough Councillor Leather had provided details of a number of Cheshire West and Chester Council Consultations including the Northwich Transport Strategy, Draft Low Emission Strategy, and the Pharmaceutical Needs Assessment.

17/097.2 Borough Councillor Leather had spoken about an A51 Pinch Point Information Meeting that he had attended in October. Cheshire West and Chester Council had submitted a bid through the Local Growth Fund for alleviation of congestion pinch points on the A51. The bid had been well received by the Local Enterprise Partnership and had received programme entry subject to the development of an outline business case to secure the funding. The meeting had considered the following four Pinch Points in the Chester to Tarvin corridor from the A55 junction roundabout to the A51/A54 Tarvin roundabout: Tarvin Roundabout, Stamford Bridge, Hare Lane/Littleton Lane junction, and close to the A55 Roundabout.

17/097.3 Planning Approval 15/01783/FUL - Storage Shed, Willington Road
Concerns had been expressed regarding the lack of action from the Cheshire West and Chester Council Enforcement Team regarding the poor state of the site. It had been suggested that all residents in the area of the site should write and complain to the Borough Council.

17/098 OCTOBER 2017 COUNCIL MEETING

Councillors Lowthion, Nicholas, and Tyson-Jones had all sent apologies to the Clerk as all had been scheduled to be out of the area on the day of the meeting. As the meeting would not have been quorate it had been cancelled.

17/099 MINUTES OF THE MEETING HELD ON 26TH SEPTEMBER 2017

RESOLVED: that the minutes of the meeting held on 26th September 2017 be signed by the Chairman as a correct record.

17/100 REPORT ON ACTIONS ARISING FROM THE MEETING ON 26TH SEPTEMBER 2017 NOT COVERED BY THE AGENDA

17/100.1 Speeding (Previous Minute 17/088)

PCSO Ryan Reid had monitored the speed of traffic using Chapel Lane on a couple of occasions

RESOLVED: that the Clerk ask PCSO Reid for the results of the monitoring

17/100.2 Trees

The Clerk had written to the landowner but not received a response.

RESOLVED: that the Clerk speak to the landowner

17/101 PLANNING MATTERS

17/101.1 Planning Application

There were no applications to examine.

17/101.2 Notices

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

17/03252/FUL – Revised garage design at approved dwelling – Wynflaedas Field, Chapel Lane, Willington – **PERMISSION**

17/102 LOCAL COUNCIL AWARD SCHEME

RESOLVED (17/102.1): Council confirmed that the following were published online:

1	Standing orders and financial regulations
2	Code of Conduct and a link to councillors' registers of interests
3	Publication scheme
4	Last annual return
5	Transparent information about council payments
6	A calendar of all meetings including the annual meeting of electors
7	Minutes for at least one year of full council meetings and (if relevant) all committee and sub-committee meetings
8	Current agendas
9	The budget and precept information for the current or next financial year
10	Complaints procedure
11	Council contact details and councillor information in line with the Transparency Code
12	Action plan for the current year
13	Evidence of consulting the community
14	Publicity advertising council activities
15	Evidence of participating in town and country planning

RESOLVED (17/102.2): Council confirmed that it had the following in place:

1	A risk management scheme
2	A register of assets
3	Contracts for all members of staff
4	Up-to-date insurance policies that mitigate risks to public money
5	Disciplinary and grievance procedures
6	A policy for training new staff and Councillors
7	A record of all training undertaken by staff and Councillors in the last year
8	A clerk who has achieved 12 CPD points in the last year

RESOLVED (17/102.3): that Councillor Lowthion apply for the Foundation Award on behalf of Council

17/103 ACTION PLAN

Councillor Lowthion reported that overall the Action Plan remained on target.

RESOLVED: that Councillors forward their thoughts for the 2018/19 Action Plan to Councillor Lowthion who would prepare a draft document for consideration at the next meeting.

17/104 VILLAGE DESIGN STATEMENT

Councillor Lowthion reported that progress was slow due to members of the committee being unavailable to carry out the work or attend meetings. Their next meeting was scheduled for 8th February 2018.

17/105 HIGHWAYS/STREETSCENE/SIGNAGE

17/105.1 Gooseberry Lane Sign

The new sign had been installed on 27th September 2017.

17/105.2 Finger Signage

The finger post had been installed on 23rd October 2017.

17/105.3 Parish Signage

The positions of the proposed signage had been agreed with Highways during October. An updated quotation was awaited

17/105.4 Dog Waste Bin

Highways had confirmed that in principle they would agree to provide a further bin.

RESOLVED: that Councillor Lowthion speak to two Gooseberry Lane residents about the possibility of housing a dog waste bin close to the finger post on Gooseberry Lane.

17/106 PC PROJECTOR

An HDMI to VGA Adapter had been purchased.

RESOLVED: that the Clerk and Councillor Nicholas arrange to use the Willington Hall projector with Council's laptop at the next meeting.

17/107 HEDGES

One of the hedges along Willington Road had been cut.

RESOLVED: that the Clerk ask Streetscene to either cut the other hedge or ensure that the landowner did it.

17/108 CALENDAR OF MEETINGS 2018

17/108.1 RESOLVED: that 2018 Parish Council meetings be held on the following dates:

January	23
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February	27
March	27
April	24
May (Annual Meeting)	22
June	26
July	24
September	25
October	23
November	27

17/108.2 ANNUAL PARISH MEETING

The Chairman informed the meeting that the Annual Parish Meeting would be held before the Council meeting on 22nd May 2018.

RESOLVED: that the Clerk ask the Sandstone Ridge Trust whether they would like to attend the Annual Parish Meeting to talk about the Sandstone Ridge.

17/109 SANDSTONE RIDGE

An e-mail on the Town and Parish Council workshop held on 12th September 2017 had been forwarded to Councillors. The meeting considered Appendix 4 of the report and a number of actions were agreed.

17/110 FOX HUNTING

A local resident had complained to Councillor Nicholas and the Clerk about a fox hunt that had taken place on 2nd November 2017 when it was reported that dozens of hounds had been running through local gardens whilst chasing a fox. Councillor Grimshaw has visited the complainant and also spoken to the Cheshire Hunt.

The meeting noted that the matter had been reported to the Police and that they were dealing with the matter.

17/111 PENSION – AUTOMATIC ENROLMENT

The Clerk had completed the online Declaration of Compliance as required by the Pensions Regulator.

17/112 CLERK'S REPORT/CORRESPONDENCE

The following had been forwarded to Councillors via e-mail:

- a. Cheshire Association of Local Councils e-bulletins
- b. Cheshire Association of Local Councils – Invitation to AGM – 19th October 2017
- c. Cheshire Association of Local Councils – Chairmanship Advanced Training Session – 8th November 2017
- d. Police and Crime Commissioner – Invitation to attend a meeting Tuesday 21st November 2017 – 6.30pm – Civic Way, Ellesmere Port
- e. Parliamentary Constituency Boundary Review 2018 – 8 week consultation period until 11th December 2017
- f. Cheshire West and Chester Council – Planning Update – 6.30 to 9.00pm – Cheshire View - 30th January 2018

Places had been booked for Councillors Grimshaw and Tyson-Jones and the Clerk.

17/113 FINANCIAL MATTERS

17/113.1 Cheque Payments

RESOLVED: that the following payments be authorised

Payee	Detail	Amount to be Paid
Mr M Hassall	Reimbursement of Expenditure – Renewal of Office 365 software for the year to 13th October 2018 – £59.99, HDMI to VGA Adapter for Laptop £31.75	91.74
Cheshire West and Chester Council	New Fingerpost	195.01
Tarvin Methodist Church	Printing newsletters August and November 2017 and Neighbours of Willington leaflets	28.60
Mr M Hassall	Payroll October and November 2017	301.20

17/113.2 Direct Debit

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

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

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

17/113.3. Management Accounts

Management Accounts for the 6 months to 31st July 2017 were presented and accepted

RESOLVED: that Councillor Tyson-Jones place a notice on the Parish Noticeboard asking residents to let Councillors have their ideas for Special Projects in 2018/19

17/114 DATE OF NEXT MEETING – Tuesday 23rd January 2018 – Willington Hall Hotel – 7.30pm

Chairman's Signature Dated.....