

**MINUTES OF A MEETING OF WILLINGTON PARISH COUNCIL HELD AT
WILLINGTON HALL HOTEL ON TUESDAY 22ND MARCH 2016**

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

IN ATTENDANCE: 2 Members of the Public
Parish Council Clerk – Mr M Hassall
Cheshire West and Chester Councillor J Leather

APOLOGIES: None

**15/181 DECLARATIONS OF INTEREST, DISCLOSABLE PECUNIARY INTERESTS,
AND DISPENSATIONS**

15/181.1 New Written Requests for Dispensations

There were no new requests.

15/181.2 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.

15/182 OPEN FORUM

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

15/183 PARISH COUNCIL MEETING

RESOLVED: that the meeting be reconvened.

15/184 REPORT ON OPEN FORUM

Borough Councillor Leather had highlighted two consultations, the Review of Housing Allocation Policy and Playing Pitch Strategy.

The recent Borough Council Cabinet meeting had approved a Public Spaces Protection Order in Chester City Centre. During the meeting Councillor Leather had expressed some concerns about the possible introduction of car parking charges in some rural areas.

15/185 MINUTES OF THE MEETING HELD ON 23RD FEBRUARY 2016

RESOLVED: that the minutes of the meeting held on 23rd February 2016 be signed by the Chairman as a correct record after minute 15/173.3 was amended to read “Councillor Nicholas had been informed by N.W. Ambulance Service that if a 999 call was made, the Emergency Services Operator would not be aware of the location of a Defibrillator if the patients location was outside of a 200m zone from where the Defibrillator was stationed. Therefore there was a strong case for Willington to possibly have four defibrillators within the Parish.”

**15/186 REPORT ON ACTIONS ARISING FROM THE MEETING ON 23RD FEBRUARY
2016**

15/186.1 Streetscene (Previous Minute 15/166.1)

Mr Parker-Rich has promised to forward the schedule to the Clerk before the Council meeting but it hadn't been received.

15/186.2 Overgrown Hedge (Previous Minute 15/166.2)

The hedge had still not been cut

RESOLVED: that Councillor Leather be asked to follow this matter up with Mr Parker-Rich

15/186.3 Information Booklet (Previous Minute 15/172)

The order had been placed on 24th February but the breakdown of machinery at the printers had caused a delay. The booklets were expected to be delivered later in the week.

15/186.4 Special Projects (Previous Minute 15/173)

Noticeboard

Councillor Nicholas reported that he would obtain a quotation from his son. Councillor Grimshaw offered to obtain a second quotation using the specification from the first quotation.

15/186.5 Website (Previous Minute 15/169)

The amendments highlighted at the last meeting had been forwarded to Vision ICT Ltd. The Clerk stated that he would ask for a copy of the updated website once documents from the present meeting had been uploaded.

15/187 PLANNING MATTERS

15/187.1 Planning Applications

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

16/00672 FUL and **17/00673/LBC** - Proposed covered way to replace previously approved glass roof link (Application 14/04337/FUL) – Willington Hall Hotel, Willington Lane, Willington

Comment: No Objections

15/187.2 NOTICES

There were no notices

15/188 SPEED LIMITS WITHIN WILLINGTON

15/188.1 Speed Limit Review

The following report had been received from Mr Dave Reeves at Cheshire West and Chester Council:

"The main criteria for a 30mph speed limit are

- Character of road
- An existing average speed of 30mph or below,
- A housing density of 20 houses per 600m,
 - o With a 'measure of density' of a minimum of 3 houses for each 100m length.

The character of the road is a low quality rural road with many access and few junctions, this indicates a 50mph limit rather than a rural 60mph (not taking into account housing and average speed)

The basic density of 20 houses per 600m was met however the measure of density was not met.

The mean speed recorded over 7 days was 40mph.

With an average speed of 40mph the police would not support a reduction to 30mph.

There would need to be significant engineering measures to bring about compliance with

a lower speed limit. A speed limit must not be used to reduce vehicle speeds or address speeding problems.

We used fresh data for the assessment to that used for the 2012 assessment when Chapel Lane was reduced to 30mph.”

Council continued to be unhappy with the recommendations, particularly for Willington Road.

RESOLVED: that Councillor Leather discuss the matter with Highways.

Councillor Leather was asked to highlight that the Department for Transport Circular 01/2013 stated “It is government policy that a 30 mph speed limit should be the norm in villages” and also the junctions with Chapel Lane and Boothsdale.

15/188.2 Willington Corner Junction

The white lines had still not been painted

RESOLVED: that Councillor Leather ask Highways to carry out the work as soon as possible.

15/189 WILLINGTON/UTKINTON FETE

Councillor Lowthion reported that she and Councillor Grimshaw had attended a very positive meeting with the Fete committee the previous Friday. The main points from the meeting were that:

- a. the committee were happy to advertise the event as a joint one with Willington.
- b. proceeds of the event would be split between Utkinton School and Utkinton Village Hall but the committee had said that they would be happy for Willington to have a stall and keep the proceeds from it and a cake stall had been suggested.
- c. it had been agreed that Willington would sell some raffle tickets prior to the day

RESOLVED: that Council organise a cake stall at the event

The meeting discussed possible ways in which the proceeds of the cake stall could be spent. Whilst no firm decisions were taken it was agreed to consult with local residents.

15/190 PROPOSED VILLAGE SPRING LUNCH

To date four local residents had stated that they would like to attend the lunch. It was thought that there would be further interest nearer the time

RESOLVED: to proceed with the event and publicise again when the cost of the lunch had been confirmed.

15/191 NEW HOMES BONUS

A copy of a letter from Cheshire West and Chester Council stating that Council would not receive any further New Homes Bonus is attached to the minutes.

15/192 POLICIES/PROCEDURES

15/192.1 Registration with the Information Commissioners Office

The meeting noted that the Clerk had registered Council at a cost of £35 per annum. A copy of the Certificate of Registration is attached to the minutes.

15/192.2 Publication Scheme

RESOLVED: that the draft policy document attached to the minutes be approved.

15/192.3 Complaints Procedure

RESOLVED: that the draft policy document attached to the minutes be approved.

The updated Complaints Procedure would replace the one shown as Appendix 2 in the Standing Orders approved on 30th June 2015

15/193 RISK ASSESSMENT/STATEMENT ON INTERNAL CONTROL/INSURANCE REVIEW/CORRESPONDENCE FROM INTERNAL AUDITOR

15/193.1 Risk Assessment.

RESOLVED: that the risk assessment document attached to the minutes be approved. Amendments are shown in red.

15/193.2 Statement on Internal Control.

RESOLVED: that the draft statement of internal control document attached to the minutes be approved.

15/193.3 Insurance Review

RESOLVED: that the existing cover met the requirements of the Council.

15/193.4 Correspondence from Internal Auditor

The two documents from the Internal Auditor were read and noted.

Thanks was expressed to the Clerk for his work producing the various documents

15/194 DEFIBRILLATOR

Councillor Nicholas reported that to date 30 local residents had undergone training and that after the training session on 12th April the number would be over 40.

RESOLVED: that the issue of the 200 metre radius (referred to under minute 15/185) be put to local residents later in the year to see whether they considered that further defibrillators should be purchased.

15/195 ANNUAL REPORT

Council was expected to produce an Annual Report for the Year to 31st March 2016.

Councillor Grimshaw reported that he was working on it and would forward the draft document to Councillors and the Clerk for consideration.

15/196 CLERK'S REPORT/CORRESPONDENCE

The following had been forwarded to Councillors:

- a. Cheshire Association of Local Councils e-bulletins
- b. Correspondence from local residents regarding inaccurate information in newsletter
- c. Cheshire Association of Local Councils regarding vexatious claims under the Freedom of Information Act

15/197 FINANCIAL MATTERS

15/197.1 Cheque Payments

RESOLVED: that the following payments be authorised

Payee	Detail	Amount to be Paid
Tattenhall Community First Responders	Donation	100.00
Digital Impressions	Information Booklets	205.00
Mr M Hassall	Reimbursement of Expenditure Data Protection Registration £35.00 McAfee Antivirus Software 1 year £31.99 Printerinks £49.96 Postage October 2015 to March 2016 £4.86	121.81
Mr M Hassall	Payroll March 2016	147.60

HMRC	PAYE Qtr. to March 2016	110.80
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b. Direct Debit

To note that the following payment has been made by direct debit:

Sage One – Payroll – March 2016 – Paid 16th March £4.80

c. 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.

15/198 DATE OF NEXT MEETING – Tuesday 26th April 2016 – 7.30pm – Willington Hall Hotel

Chairman's Signature Dated.....