

**MINUTES OF A MEETING OF WILLINGTON PARISH COUNCIL HELD AT
WILLINGTON HALL HOTEL ON TUESDAY 24TH MAY 2016**

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

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

APOLOGIES: Councillor J Lowthion (holiday)
Cheshire West and Chester Councillor H Deynem

16/018 ELECTION OF CHAIRMAN

RESOLVED: that Councillor Grimshaw be appointed Chairman for the coming year.

16/019 DECLARATION OF ACCEPTANCE OF OFFICE

Councillor Grimshaw signed the Declaration of Acceptance of Office.

16/020 ELECTION OF VICE CHAIRMAN

RESOLVED: that Councillor Tyson-Jones be appointed Vice Chairman for the coming year.

16/021 APPOINTMENTS TO THE COMMITTEE OF THE PARISH COUNCIL

RESOLVED: that the following be appointed for the coming year:

PLANNING COMMITTEE

All Councillors.

**16/022 DECLARATIONS OF INTEREST, DISCLOSABLE PECUNIARY INTERESTS,
AND DISPENSATIONS**

16/022.1 New Written Requests for Dispensations

There were no new requests.

16/022.2 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 Family, Friend or Close Associate Interest in Minute 16/025.2 as a member of his family had provided a quotation. He confirmed that he would remain in the room but not take part in any discussion or vote.

No other declarations were made.

16/022.3 Members Declaration of Interests

Councillors were reminded that they should check their Members Declaration of Interests document to ensure that it was up to date

16/023 OPEN FORUM

16/023.1 Borough Councillor Leather had provided helpful background information on the proposed Parking Strategy and Gypsy and Traveller Policy and highlighted a number of ongoing consultations.

16/023.2 Borough Councillor Leather had been asked to ensure that Highways had the correct information to carry out the re-alignment of road markings on Willington Road, particularly at the Chapel Lane junction.

16/024 MINUTES OF THE MEETING HELD ON 26TH APRIL 2016

RESOLVED: that the minutes of the meeting held on 26th April 2016 be signed by the Chairman as a correct record.

16/025 REPORT ON ACTIONS ARISING FROM THE MEETING ON 26TH APRIL 2016 NOT COVERED BY THE AGENDA

16/025.1 Overgrown Hedge (Previous Minute 16/004.2)

Mr Edward Glenn, Service Delivery Co-ordinator, Cheshire West and Chester Council had said that he would try and get the hedge cut by the end of the week.

16/025.1.1 Willington Road

Borough Councillor Leather was asked to obtain clarification as to whether Willington Road was covered by Highways or Streetscene.

16/025.2 Special Projects (Previous Minute 16/0004.4)

Two quotations had been received for the purchase and installation of a new noticeboard. Mr A Markert had quoted £757.00 and Mr A Nicholas £875.00.

However Mr Markerts quote did not include the cost of installation and no finish would be applied to the noticeboard. The support posts would also be in soft wood rather than the specified hard wood. The quote from Mr Nicholas included installation with the posts set in concrete below the turf level and the noticeboard stained in light oak with Teknos UV protection shield.

RESOLVED: (16/025.2.1) that a noticeboard be purchased from Mr A Nicholas.

RESOLVED: (16/025.2.2) that the new board be installed close to the post box on the Green.

16/026 PLANNING MATTERS

16/026.1 Planning Applications

16/01777/FUL – Single storey porch to side and replacement of existing glass roof to adjacent conservatory with slated roof – Highcroft, Willington Road, Willington

Comment: No Objections

16/02102/FUL – Extensions - Forest Side, Waste Lane, Willington

Comment: No Objections

16/026.2 NOTICES

There were no notices.

16/027 NEIGHBOURHOOD PLAN UPDATE

An update had been forwarded to Councillors. The meeting noted that the document covered the notes of the feedback from the public consultation on the Neighbourhood Plan.

16/028 SPEED LIMITS WITHIN WILLINGTON

The Highways Officer had not been invited to the meeting due to the unusually late start of the meeting (following the Annual Parish Meeting). He would be invited to attend the next meeting.

16/029 WILLINGTON/UTKINTON FETE

Councillor Grimshaw had forwarded notes of the meeting held on 5th May 2016 to Councillors. A copy of the notes is attached to the minutes.

16/030 VILLAGE SPRING LUNCH

Councillor Tyson-Jones reported that twelve residents had attended lunch on 7th May and the event had gone well. Councillor Tyson was thanked for organising it.

16/031 OPERATION SHIELD/SPEED GUN

It was reported that Sgt Ian Wilson would not be visiting individual Councils. Instead he would be arranging a meeting and inviting all Parish Councils to send a representative along to hear more about Operation Shield.

RESOLVED: that the Clerk ask PCSO Ryan Reid to display the Speed Indicator device again in the very near future

16/032 SIGNAGE

16/032.1 Highways had confirmed that they would provide the signs and that Council could not buy them privately. They would draw them up and obtain an accurate cost but they expected £500 each to be sufficient. If two signs were required on the same pole (showing both Parishes) it should be possible and the cost would be reduced slightly as only one set of poles would be required.

RESOLVED: that the Clerk approach Kelsall and Utkinton Parish Councils to ask whether they were interested in having signage at the boundary

16/032.2 The Gooseberry Lane sign had been reported to Highways.

16/033 NEWSLETTER

Newsletters had been printed and the Clerk had brought them to the meeting.

16/034 CLERK'S REPORT/CORRESPONDENCE

16/034.1 The following had been forwarded to Councillors:

- a. Cheshire Association of Local Councils e-bulletins
- b. Cheshire Association of Local Councils Newsletter May 2016

16/034.2 - Roughlow Grit Bin

RESOLVED: that the Clerk ask Highways for a Grit Bin to be situated just above Honey Pot Cottage.

The meeting noted that the grit bin by Rock Farm would need to be replaced in the near future due to its poor state of repair.

16/035 FINANCIAL MATTERS

16/035.1 Cheque Payments

RESOLVED: that the following payments be authorised

Payee	Detail	Amount to be Paid
JDH Business Services Ltd	Internal Audit Year to March 2016	90.00

Tarvin Methodist Church	Photocopying Newsletter. August and November 2015, February and May 2016	26.00
Mr M Hassall	Payroll May 2016 including 21 Extra Hours for work on the website	326.65
Mr J Grimshaw	Paint	8.10

16/035.2 Direct Debit

The meeting noted that the following payment had been made by direct debit:
Sage One – Payroll – May 2016 – Paid 19th May £4.80

16/035.3 Internal Audit Report

The report completed by the Internal Auditor immediately following the Internal Audit was read and noted.

16/035.4 Annual Governance Statement

The Annual Governance Statement was read, completed, and signed by the Chairman of the meeting and the Clerk.

16/035.5 Accounting Statements

The Accounting Statements for the year ended 31st March 2016 were approved and signed by the Chairman of the meeting and by the Clerk confirming that the return represented fairly the financial position of the Council.

16/036 DATE OF NEXT MEETING – 7.30pm - Tuesday 28th June 2016 – Willington Hall Hotel

Chairman's Signature Dated.....