

**WILLINGTON PARISH COUNCIL MEETING
HELD AT WILLINGTON HALL**

26 MAY 2015

(7.30 pm - 8.45 pm)

PRESENT: Councillors: John Grimshaw, Jane Lothian, Roy Penk and Pat Tyson-Jones

Members of the Public: CWAC Councillors Hugo Deynem and John Leather, Mike Hassall and Andrew Nicholas

CWAC Officers in attendance:	Catherine Gaukroger	Lawyer (Corporate)
	Sue Wakeford	Democracy & Elections Officer for the Monitoring Officer

It was confirmed that the first meeting of Willington Parish Council would also be conducted as the Annual Meeting of the Council.

15/001 APOLOGIES FOR ABSENCE

There were no apologies for absence.

15/002 ELECTION OF CHAIRMAN FOR 2015 - 2016

RESOLVED: That

Councillor John Grimshaw was elected Chairman for the 2015-2016 Municipal Year and signed his Acceptance of Office.

15/003 ELECTION OF VICE CHAIRMAN FOR 2015 - 2016

RESOLVED: That

Councillor Pat Tyson-Jones was elected Vice Chairman for the 2015-2016 Municipal Year and signed her Acceptance of Office.

Acceptance of Office – Generally

All Members present signed their Declaration of Acceptance of Office forms in the presence of the Acting Clerk, Sue Wakeford.

15/004 ADOPTION OF CODE OF CONDUCT

RESOLVED: That

- (1) the Code of Conduct for Members adopted by Cheshire West and Chester Council on 26 July 2012 be adopted by Willington Parish Council as the council's code of conduct in accordance with section 27(2) and 27(3) of the Localism Act 2011.

- (2) Councillors complete their Register of Interests forms and send a scanned copy to CWAC with a copy to the Clerk. The original forms, once processed and recorded by the Monitoring Officer, be returned to the Clerk.

15/005 DECLARATIONS OF INTERESTS

There were no Declarations of Interests.

15/006 STANDING ORDERS

RESOLVED: That

Standing Orders be drafted by Mike Hassall and considered at a future meeting of the Parish Council.

15/007 FINANCIAL ARRANGEMENTS

RESOLVED: That

15/007.1 Financial Regulations be drafted and adopted as in minute 15/006 above.

15/007.2 The person to be appointed Clerk also be appointed as the Responsible Financial Officer.

15/007.3 Quotations be sought regarding the appointment of Internal Auditor.

15/007.4 One bank account be set up with Nat West with two signatories from five (all Councillors able to sign). Clerk to also be signatory but not on cheques, for liaison with the bank. There to be no transfer of funds as only one account. Funds to come from Delamere and a contribution from Tarvin Parish Councils and precept due from CWAC.

15/007.5 Three quotes be obtained for insurance for the Council, Members and employee.

15/007.6 A Risk Assessment Register be set up and maintained. Elements to be considered to include telephone kiosk, bus stop, finance.

15/008 APPOINTMENT OF CLERK TO THE COUNCIL

RESOLVED: That

Mr Mike Hassall be appointed as Clerk to the Council. Hours of work would normally be four per week and paid at a rate of £10.65 per hour.

All the signed Acceptance of Office forms were handed to the Clerk.

15/009 CO-OPTION OF MEMBERS

There was one vacancy and it was reported that there had been some interest. Although following a parish election the council was able to co-opt members directly, Members agreed that they wanted to advertise the casual vacancy on the parish noticeboard.

CWAC to provide the relevant notice.

15/010 CONSIDERATION OF COMMITTEES

Members agreed that a Planning Committee be set up and the terms of reference be drafted. It was considered too early to set up a Finance Committee but that it could be reconsidered in the future.

RESOLVED: That

a Planning Committee, consisting of all Members, be constituted and the terms of reference be agreed at the next meeting.

15/011 PLANNING APPLICATIONS - FOR COMMENT

Two planning applications were considered and the Clerk was asked to inform CWAC of the Council's comments.

(1) APPLICATION NUMBER: 15/01783/FUL

PROPOSAL: Demolition of existing sheds and replacement with one multi-purpose storage building

LOCATION: Land Adjacent Cat Lane End, Willington Road, Delamere, Northwich, Cheshire

COMMENTS: Members agreed that better screening was required from the road, such as a hedge which included trees.

(2) APPLICATION NUMBER: 15/01948/FUL

PROPOSAL: Proposed first floor roof line extension / roof space conversion with addition of roof lights to existing side extension wing of detached dwelling

LOCATION: Holly Cottage, Willington Road, Willington, Tarporley

COMMENTS: Members had no objections.

15/012 CORRESPONDENCE RECEIVED

No correspondence had been received.

15/013 FUTURE MEETINGS

RESOLVED: That

15/013.1 the next two meetings of Willington Parish Council be held on Tuesday 30 June 2015 and on Tuesday 28 July 2015 at 7.30pm at Willington Hall.

15/013.2 the Members of the Council expressed their thanks to Willington Hall for allowing the Council to meet there without charge.

15/013.3 Councillor Pat Tyson Jones to liaise with Willington Hall regarding future meetings.

15/014 AGENDA FOR NEXT MEETING

RESOLVED: That

the following items be placed on the agenda for the next meeting of Willington Parish Council:

15/014.1 newsletters, websites, publicity.

15/014.2 working parties for areas around the village e.g. corner of Chapel Lane – Little Switzerland.

15/014.3 Confirmation of the area of the new parish of Willington and its boundaries – walk the 'bounds'.

15/014.4 amending the name on the parish noticeboard.

15/014.5 better community cohesion e.g. Timebank, Snow Angels

15/014.6 future use of the telephone kiosk

15/014.7 litter picking

15/014.8 second parish noticeboard

15/014.9 public speaking at parish council meetings – a time slot of 15 minutes be set aside at the beginning of the meeting for members of the public to speak to the council.

15/014.10 joining Cheshire Association of Local Councils.

Chairman

Date