

**MINUTES OF A MEETING OF WILLINGTON PARISH COUNCIL HELD AT
WILLINGTON HALL HOTEL ON TUESDAY 27TH MARCH 2018**

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

**17/147 DECLARATIONS OF INTEREST, DISCLOSABLE PECUNIARY INTERESTS,
AND DISPENSATIONS**

17/147.1 New Written Requests for Dispensations

There were no new requests.

17/147.2 Declarations of Interest

Members were invited to declare any Disclosable Pecuniary, Outside Body Interest, or Family, Friend or Close Associate 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.

17/148 OPEN FORUM

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

17/149 PARISH COUNCIL MEETING

RESOLVED: that the meeting be reconvened.

17/150 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)

17/150.1 Borough Councillor Leather had:

17/150.1.1 stated that the Control of Dogs Orders Review was the only live Cheshire West and Chester Council Consultation at the present time.

17/150.1.2 reported that he had received a complaint (from outside Willington Parish) because a wooden finger post along the Sandstone Trail had been replaced by a metal post. Councillors had confirmed that Council had to pay for a wooden post on Gooseberry Lane because of a similar problem. Councillor Leather had said that he would look further into the matter.

17/150.1.3 reported that Streetscene waste collection had been computerised with the intension of making the service more efficient.

17/150.2 Councillor Grimshaw had asked Councillor Leather if he could find out how much money was being spent on repairing/replacing styles as most appeared to be in a poor condition

17/150.3 Councillor Tyson-Jones had asked Councillor Leather if he could find out the results of the Public Rights of Way survey carried out some over a year ago.

17/151 MINUTES OF THE MEETING HELD ON 27TH FEBRUARY 2018

RESOLVED: that the minutes of the meeting held on 27th February 2018 be signed by the Chairman as a correct record.

17/152 REPORT ON ACTIONS ARISING FROM THE MEETING ON 27TH FEBRUARY 2018 NOT COVERED BY THE AGENDA

Hedge (Previous Minute 17/135.2)

Cheshire West and Chester Council had stated that in their opinion the hedge was not bad enough to require cutting.

Councillors were appalled by the decision as it was extremely difficult for anyone to walk past without being impeded by the hedge unless one walked on the road.

RESOLVED: (17/152.1) that the Clerk write to Highways expressing strong disappointment with their conclusion.

RESOLVED: (17/152.2) that an article be included in the next newsletter encouraging residents to complain to Cheshire West and Chester Council if they were inconvenienced by the overgrown hedge.

17/153 PLANNING MATTERS

17/153.1 Planning Applications

18/01078/FUL – Single storey and first floor extension (re-submission of 17/03616/FUL)

Comment: No objections

RESOLVED: that the Clerk ask the Planning Officer to confirm that the amendments were of a very minor nature.

17/153.2 Notices

There were no notices

17/154 ACTION PLAN

There was nothing to report

17/155 VILLAGE DESIGN STATEMENT

The draft document was expected to be completed during the coming week.

RESOLVED: (17/155.1) that Councillor Lowthion contact the Wildlife Trust to ascertain whether they had any recorded wildlife in the Parish.

RESOLVED: (17/155.2) that Councillor Lowthion purchase a map at a cost of £50.00 if the response was a positive one.

RESOLVED: (17/155.3) to publicise the draft document via the next newsletter and Council's website.

RESOLVED: (17/155.4) to investigate covering the part of the Parish not covered by Kelsall and Willington Neighbourhood Plan with a Neighbourhood Plan

RESOLVED: (17/155.5) to invite Ms Rosie Morgan, Cheshire West and Chester Council to the July Council meeting to discuss the best way of working towards covering the whole Parish with a Neighbourhood Plan(s)

17/156 PICNIC TABLE

RESOLVED: (17/156.1) that the following table be ordered by the Clerk for delivery to the Green: Marmax Heavy Duty Picnic Table, 6 seats, £409.50 plus VAT.

RESOLVED: (17/156.2) that Councillors meet informally at the Green to work out the most appropriate position for the bench.

17/157 HIGHWAYS/STREETSCENE

17/157.1 Existing Dog Waste Bin

The meeting noted that the Clerk had not received any correspondence from the resident.

17/157.2 Proposed New Dog Waste Bin

Councillor Lowthion reported that she had been unable to find anyone prepared to have a dog waste bin situated close to their property.

RESOLVED: that an appropriate article be included in the next newsletter.

17/157.3 Grit Bin

Residents at a property along Roughlow had agreed to house a grit bin within their curtilage

RESOLVED: that the Clerk order a grit bin.

17/157.4 White Line at the end of Chapel Lane

RESOLVED: that the Clerk ask Highways to carry out the maintenance work promised over a year ago.

17/158 RISK ASSESSMENT/STATEMENT ON INTERNAL CONTROL/INSURANCE REVIEW

17/158.1 Risk Assessment.

RESOLVED: that the risk assessment document attached to the minutes be approved.

17/158.2 Statement on Internal Control.

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

17/158.3 Insurance Review.

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

17/159 ANNUAL PARISH MEETING

The Chairman confirmed that the meeting would begin at 7.00pm on 22nd May 2018.

RESOLVED: that Councillor Tyson-Jones book a room and also the projector and screen with Willington Hall.

17/160 NEWSLETTER

RESOLVED: that following Councillors write articles as follows:

Councillor Grimshaw - hedge and next working party

Councillor Tyson-Jones - picnic table

Councillor Lowthion - Village Design Statement and Dog Bin

17/161 GENERAL DATA PROTECTION REGULATION TOOLKIT

The toolkit had been circulated to Councillors

RESOLVED: that draft documents and name of the Data Protection Officer be agenda items at the next meeting.

17/162 CLERK'S REPORT/CORRESPONDENCE

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

a. Cheshire Association of Local Councils e-bulletins

b. Cheshire West and Chester – Local Government Boundary Review – Final recommendations

c. Cheshire West and Chester Local Plan (Part Two) Land Allocations and Detailed Policies – Submission to the Secretary of State for Communities and Local Government

17/163 FINANCIAL MATTERS

17/163.1 Cheque Payments

RESOLVED: that the following payments be authorised

Payee	Detail	Amount to be Paid
Mr M Hassall	Payroll March 2018	150.60
101 Electrical	Repairs to lighting in Kiosk	45.00
HMRC	PAYE and Nat Insce. January to March 2018	112.80

17/163.2 Direct Debits

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

Sage One – Payroll – February 2018 – Paid 16th February 2018 £7.20

Sage One – Payroll – March 2018 – Paid 16th March 2018 £7.20

17/163.3 Audit Year to March 2018

The meeting noted that the Council records would be delivered to Sandbach for the Internal Auditor on Tuesday 24th April and collected on Wednesday 9th May. They would then need to be approved by Council at the meeting on 22nd May and sent to the External Auditor.

17/163.4 Payments due before the May 2018 Council Meeting

RESOLVED: that the Clerk be authorised to approve invoices with Councillors and make any payments that should be paid before the next meeting.

17/164 DATE OF NEXT MEETING – Tuesday 22nd May 2018 – Willington Hall Hotel – immediately following the Annual Parish Meeting

Chairman's Signature Dated.....