

**MINUTES OF A MEETING OF WILLINGTON PARISH COUNCIL HELD AT  
WILLINGTON HALL HOTEL ON TUESDAY 26TH APRIL 2016**

**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

**APOLOGIES:** Cheshire West and Chester Councillor J Leather

**16/001 DECLARATIONS OF INTEREST, DISCLOSABLE PECUNIARY INTERESTS,  
AND DISPENSATIONS**

**16/001.1 New Written Requests for Dispensations**

There were no new requests.

**16/001.2 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 16/004.4 as a member of his family had provided a quotation.

No other declarations were made.

**16/002 OPEN FORUM**

As there were no members of the public present the meeting was not adjourned for an Open Forum.

**16/003 MINUTES OF THE MEETING HELD ON 22ND MARCH 2016**

**RESOLVED:** that the minutes of the meeting held on 22nd March 2016 be signed by the Chairman as a correct record.

**16/004 REPORT ON ACTIONS ARISING FROM THE MEETING ON 22ND MARCH 2016**

**16/004.1 Streetscene** (Previous Minute 15/186.1)

The Clerk had received two documents, Streetscene Service Standards and Grounds Maintenance Standards, and had forwarded them to Councillors.

Councillor Grimshaw informed the meeting that he had received a schedule from Mr Edward Glenn, Service Delivery Co-ordinator, Cheshire West and Chester Council and that he would forward copies to Councillors.

**16/004.2 Overgrown Hedge** (Previous Minute 15/186.2)

Streetscene had informed Councillor Grimshaw that they would cut the hedge as soon as the road was reopened following scheduled works.

**16/004.3 Information Booklet** (Previous Minute 15/186.3)

The booklet had been received at the end of March 2016. Thanks were expressed to Councillor Tyson-Jones for putting the booklet together.

**16/004.4 Special Projects** (Previous Minute 15/186.4)

One quotation had been received and given to Councillor Grimshaw who would obtain a second quotation based on the specification of the first quotation.

**16/004.5 Website** (Previous Minute 15/186.5)

The Clerk reported that the website had gone live on 19th April 2016.

**16/005 PLANNING MATTERS**

**16/005.1 Planning Applications**

No applications had been received.

**16/005.2 NOTICES**

The following notices had been received:

**16/00715/REM** - Details of reserved matters pursuant to outline planning permission 13/04949/OUT - application for one detached dwelling with integral garage – Land at Montana Chapel Lane Willington – **PERMISSION**

**16/00364/FUL** – Replacement Dwelling - Rockside, Rough Low, Willington - **PERMISSION**

**16/006 SPEED LIMITS WITHIN WILLINGTON**

**Speed Limit Review**

Borough Councillor Leather had spoken with Highways Officers who had reaffirmed the decision of no change to the 40mph speed limit on Willington Road. They had however acknowledged that it had been a borderline decision.

**RESOLVED:** that the Highways Officer be invited to meet with Councillors to enable Councillors to talk things through in order they could have the opportunity to fully understand the reasons for the decision.

**16/007 WILLINGTON/UTKINTON FETE**

There had not been any planning meetings since the previous Council meeting. The next meeting was scheduled for 5th May 2016.

**16/008 PROPOSED VILLAGE SPRING LUNCH**

To date twelve residents had indicated that they would like to attend the lunch on 7th May. The cost would be £19 for two courses or £25 for three courses.

**16/009 DEFIBRILLATOR**

Councillor Nicholas reported that:

**16/009.1** 43 local residents had now undergone training. Further training would be made available towards the end of the year.

**16/009.2** he had received an e-mail from Tattenhall Community First Responders thanking Council for the £100.00 donation.

**16/010 SIGNAGE**

**16/010.1** It was suggested that Council might have appropriate signage at the five road entrances to the Parish informing traffic that it was entering Willington Parish

**RESOLVED:** that the Clerk ask Highways how much each sign was likely to cost

**16/010.2** The Gooseberry Lane sign was in a poor state of repair.

**RESOLVED:** that the Clerk ask Highways for a new sign.

**16/011 CHESHIRE WEST AND CHESTER COUNCIL RIGHTS OF WAY IMPROVEMENT PLAN CONSULTATION**

**RESOLVED:** that Councillor Grimshaw complete the paperwork on behalf of Council

**16/012 ANNUAL REPORT**

**RESOLVED:** that the report be printed on two sides of 80gsm A4 Paper.

### **16/013 REPORT ON INFORMAL MEETING WITH REPRESENTATIVE OF UTKINTON AND COTEBROOK PARISH COUNCIL**

Councillors Grimshaw and Tyson-Jones had met with the Chairman of Utkinton and Cotebrook Parish Council. Possible ways of working closer together had been discussed. During conversation it had been made clear that Willington wished to remain a separate Council and were not interested in joining with Utkinton or any other Council. It had however been agreed that should issues arise of common interest it would make sense for the two Councils to formally work together on those items.

### **16/014 POLICIES/PROCEDURES**

**RESOLVED:** that the draft Media Policy attached to the minutes be approved.

### **16/015 CLERK'S REPORT/CORRESPONDENCE**

The following had been forwarded to Councillors:

- a. Cheshire Association of Local Councils e-bulletins
- b. Invitation to a presentation from INEOS Shale - Tuesday 10 May 2016- 10.00am – 12.30pm - Frodsham Community Centre, The Cottage, Fluin Lane, Frodsham, WA6 7QN  
The meeting noted that Councillor Grimshaw would attend the presentation.
- c. Cheshire West and Chester Local Plan – Travel Planning Guidance SPD Adoption
- d. Cheshire Association of Local Councils – Agenda for Chester and Vale Royal Area Meeting to be held on 27th April 2016 along with the minutes of the meeting held on 24th February 2016

### **16/016 FINANCIAL MATTERS**

#### **16/016.1 Cheque Payments**

**RESOLVED:** that the following payments be authorised

| <b>Payee</b>                           | <b>Detail</b>                   | <b>Amount to be Paid</b> |
|----------------------------------------|---------------------------------|--------------------------|
| Cheshire Association of Local Councils | Affiliation Fee Invoice 2016/17 | 74.90                    |
| Vision ICT Ltd                         | Website Training                | 90.00                    |
| Mr M Hassall                           | Payroll April 2016              | 147.80                   |

#### **16/016.2 Direct Debit**

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

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

#### **16/016.3 Management Accounts Year to 31st March 2016**

Management Accounts for the year to 31st March 2016 were presented and accepted.

#### **16/016.4 Internal Audit**

The meeting noted that Councils records would be delivered to Sandbach for the Internal Auditor on Thursday 28th April and collected on Wednesday 11th May 2016.

#### **16/016.5 External Auditor**

The meeting noted that Council's external auditor (BDO LLP) randomly selected 5% of its basic audits each year to undertake an "intermediate audit" and Willington had been chosen as one of the 5%. The intermediate audit consisted of additional questions which needed to be answered and evidence had to be produced and forwarded to the external auditor to support the answers. There would be no additional charge to the Council.

#### **16/016.6 Website Hours**

**RESOLVED:** that the Clerk be paid for 21 extra hours to cover hours worked in addition to the contracted hours to liaise with Vision ICT Ltd and get the new website up and running.

**16/017 DATE OF NEXT MEETING – Tuesday 24th May 2016 – Willington Hall Hotel**

Chairman's Signature ..... Dated.....

Chairman's Initial