

**MINUTES OF A MEETING OF WILLINGTON PARISH COUNCIL HELD AT WILLINGTON HALL
ON TUESDAY 19th NOVEMBER 2024**

PRESENT:

Councillor James Abbott
Councillor Stuart Ingram (Chairman)
Councillor John Lindsay (Vice-Chairman)
Councillor Andrew Nicholas
Councillor Janet Smethurst

IN ATTENDANCE: Rob Winterbourne – Clerk to the Parish Council, two members of the public.

24/072 APOLOGIES – Borough Councillor Tom Cooper, Borough Councillor Ted Lush.

24/073 DECLARATIONS OF INTEREST, DISCLOSABLE PECUNIARY INTERESTS AND DISPENSATIONS

24/073.1 New Written Requests for Dispensations

There were no new requests.

24/073.2 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 an interest in agenda item 12a (Maintenance of the PC noticeboard).

24/074 OPEN FORUM

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

24/075 PARISH COUNCIL MEETING

RESOLVED: that the Council meeting be reconvened.

24/076 REPORT ON OPEN FORUM – nothing to report.

24/077 MINUTES OF MEETINGS

Minutes of the meeting of the full Council held on 24th September 2024

RESOLVED: that the minutes of the meeting be signed by the Chairman as a correct record.

24/078 REPORT ON ACTIONS ARISING FROM THE MEETING ON 24th September 2024

24/078.1 iTravel on demand - Councillor Ingram provided an update. CWaC has notified us via Councillor Cooper that it does not intend to extend the current boundary of the iTravel service. But they are actively looking at alternative 'pilot' areas which would benefit from a similar transport model to the iTravel service subject to funding being available. Councillor Cooper will arrange a meeting with Changing Lives Together to explore whether there is any opportunity for them to provide a service from Willington.

24/078.2 Ownership of the Green – Councillor Nicholas provided an update. There may be an opportunity to get the Green designated as a 'Village Green'.

24/078.3 Fast Fibre Provision - Councillor Ingram provided an update.

24/079 PLANNING MATTERS

24/079.1 New Planning Applications – none.

24/079.2 Previous Applications - the status of outstanding applications and of recently approved/refused applications was noted.

RESOLVED: that the Clerk contact CWaC Planning to confirm that the agricultural building on land opposite Mead Cottage is located as shown on the approved plans (22/01936/AGR - Agricultural building to store hay and machinery; Land Opposite Mead Cottage Willington Road Delamere).

24/080 RISK ASSESSMENT - the Risk Management document and the Risk Management policy were reviewed.

RESOLVED: that the Risk Management document and the Risk Management policy are fit for purpose.

24/081 FUNDS FROM KELSALL BEER FESTIVAL 2024 – potential beneficiaries of funds from the profits from Kelsall Beer Festival were discussed. None were identified in Willington.

24/082 TRAINING AND DEVELOPMENT – the schedule of training and development was reviewed. It was noted that:

- outstanding Councillor training will be completed in 2025 once the new ChALC training schedule is available

- attendance at CWaC Connections events be added to the training and development spreadsheet.

RESOLVED: that the Training and Development plan is fit for purpose and progress against it is satisfactory.

24/083 COMMUNITY ENGAGEMENT

24/083.1 Countryfile Charity Ramble on Sunday 13th October 2024 – Councillor Abbott reported on the event. £658 was raised for BBC Children in Need 2024.

24/083.2 Remembrance 10th November Sunday 2024 - Councillor Abbott reported on the event.

24/083.3 Carols on the Green on Sunday 8th December at 15:00 – was discussed. It was noted that new carol sheets had been purchased.

24/083.4 VE Day Celebrations on Thursday 8th May 2025 – Councillor Abbott provided an update.

24/083.5 Open Gardens 2025 – Councillor Abbott provided an update; the event will be on Sunday 8th June 2025.

24/084 ROAD SAFETY

24/084.1 Hedges and Trees Obstructing Footpaths and Highways – the current issues with overgrown hedges, verges etc were discussed.

RESOLVED: that the Clerk contact CWaC Highways to arrange for the hedges adjacent to The Pad footpath to be cut.

24/084.2 Obstructions on or near the carriageway – were discussed including vegetation obscuring signs and hydrants.

RESOLVED: – that the Clerk follow up the matter with CWAC Highways with respect to any remaining obstructions.

24/084.3 Implementation of 20 mph limit on Chapel Lane – an update from CWaC Highways was discussed; no costing work has been done. It will be 2025 before any progress is made.

24/084.4 Speed limit reduction on Willington Road being managed by Tarvin PC – the Clerk provided an update; speed data collection is complete but it will be Spring 2025 before any conclusions are reached.

24/085 COMMUNITY COMMUNICATION

24/085.1 Maintenance of the PC Notice Board - Councillor Nicholas provided an update. The work will be completed in the Spring of 2025.

24/085.2 Design, build and implementation of the new PC website – Councillor Smethurst provided an update and shared the ‘pilot’ website and the flyer to be posted to each household.

RESOLVED: that the new website will be launched once the new willingtonparish.gov.uk domain is live.

RESOLVED: to issue a paper leaflet to all properties with information on the new website, a list of councillors and a request for confirmation of preferred newsletter delivery channel (paper or email).

24/085.3 Migration to a gov.uk domain name – was discussed.

RESOLVED: that the PC migrate to a **willingtonparish.gov.uk** domain.

RESOLVED: that the Clerk apply for the £100 plus VAT Cabinet Office grant to migrate to a gov.uk domain

RESOLVED: that the Clerk appoint Easyspace as registrar of willingtonparish.gov.uk at a cost of £33.40 per annum and that JKE Web Design are notified of this decision.

24/086 WILLINGTON ENVIRONMENT AND TASK FORCE

24/086.1 Produce Exchange - Councillor Lindsay provided an update; the ‘exchange’ is being painted and will be assembled on The Green in the Spring of 2025

24/086.2 Installation of a bench at the top of Little Switzerland – was discussed. Councillor Lindsay will discuss the idea with a nearby householder.

24/086.3 Decoration of the Openreach ‘green boxes’ on the triangle – was discussed. The Clerk has applied for permission via Openreach but has had no response to date.

24/086.4 Repair of the sandstone wall adjacent to the path up Little Switzerland – work is now complete.

24/086.5 the use of pesticides and herbicides in Willington – an email has been received from a resident asking that use of herbicides and pesticides in the village to be restricted - this was discussed.

RESOLVED: that Councillor Abbott establish and lead a working party on this matter.

24/086.6 Installation of bat and bird boxes in Willington – Councillor Lindsay provided an update; information has been received for the RSPB and from ChALC (regarding authority to spend on boxes). Councillor Lindsay will progress.

24/086.7 Improving street lighting in Willington – was discussed.

RESOLVED: that the Clerk contact CWaC Highways to identify how to get a lighting assessment completed.

24/087 CLIMATE CHANGE ACTION PLAN - Councillor Nicholas provided an update. Councillor Nicholas attended webinars provided by the Centre for Sustainable Energy and will provide Councillors with ideas for change that impact at Parish level for discussion at the next PC meeting.

24/088 SCHEDULE OF COUNCIL DOCUMENTS AND REGULATIONS

24/088.1 - no documents were scheduled for review.

24/088.2 – changes to the risk assessment element of the Volunteer Policy – Councillor Ingram provided an update.

24/089 CLERK’S REPORT/CORRESPONDENCE

E-Mail Correspondence. The following have been forwarded to Councillors via e-mail and are not elsewhere on the agenda; listing these items provides Council with the opportunity to comment.

- a. Cheshire Association of Local Councils e-bulletins
- b. Cheshire Police Alerts
- c. Vision ICT web analytics for www.willington.org.uk website
- d. Various invitations to consultations, conferences, training sessions and briefings
- e. Neighbourhood Watch National Newsletter
- f. Police and Crime Commissioner bulletins.

24/090 FINANCIAL MATTERS.

24/090.1 Payments between meetings.

RESOLVED: that the following payments made since the Council Meeting on 24th September 2024 be confirmed:

Payee	Supplier and Detail	Amount Paid
R Winterbourne	Clerk salary September 2024	£228.88
R Winterbourne	Clerk Allowance for September 2024	£26.00
Andrew Nicholas	Carol sheet expenses	£34.93
Willington Hall	Room hire for Sept 2024 PC meeting	£30.00
VISION ICT	Email accounts from Dec 2024 to end Nov 2025	£144.00
JKE Web design	Deposit for new website	£112.50
R Winterbourne	Clerk Expenses October 2024	£108.01
HMRC	PAYE for July, Aug & Sept 2024	£174.40
R Winterbourne	Clerk salary October 2024	£229.08
R Winterbourne	Clerk Allowance for October 2024	£26.00
ChALC	Planning Course x 2	£70.00

24/090.2 Cheque Payments – none were required.

24/090.3 Direct Debits

It was noted that the following payments have been made by direct debit:

- Sage One Payroll – October 2024. Paid 16th October 2024 - £12.00
- Sage One Payroll – November 2024. Paid 17th November 2024 - £12.00

24/090.4 Management Accounts

RESOLVED: that the management accounts for FY 2024-25 to the end Oct 2024 be approved.

24/090.5 Review of the cash book and bank statements.

Councillor Abbott has reviewed the cash book and bank statements for September and October 2024. No issues were found.

24/090.6 Clerk salary 2024-25 – was discussed.

RESOLVED: that the Clerk’s hourly rate of pay for 2024-25 is increased as recommended by the Staffing Committee at its meeting on 19th November 2024.

24/090.7 Budget 2025-2026 – the draft budget was discussed.

RESOLVED: that the draft budget be adopted with minor changes. It will be formally approved at the meeting in January 2025.

RESOLVED: that the precept for 2025-2026 remain the same as that for 2024-2025 at £6589.

24/090.8 Parish Council Credit Card – a credit card for use by the Parish Council was discussed.

RESOLVED: that the Clerk obtain a single NatWest a credit card for the Parish Council at an annual cost of £30 per cardholder. Note that there is no card fee in the first year. The card will be paid off in full each month via direct debit.

RESOLVED: that the Clerk update the Financial Regulations to cover the use, settlement and controls around the use of a Parish Council Credit card.

24/091 MEETING DATES FOR 2025 – were discussed.

RESOLVED: that the meetings of Willington Parish Council in 2025 be held on the following Tuesdays: 28th January, 25th March, 20th May, 22nd July, 30th September, 25th November.

24/092 ITEMS OF INTEREST FOR NEXT AGENDA – none were raised.

24/093 DATE OF NEXT MEETING

RESOLVED: that the next meeting be held on Tuesday 28th January 2025 at 19:30 at Willington Hall.

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Chairman’s Signature Dated.....