

MINUTES OF CHRISTLETON PARISH COUNCIL ORDINARY MEETING

Held on TUESDAY, 5th March 2019 at 8.0 pm

At Christleton Methodist Church Hall

SIGNED

Present: Cllr Pauline Pratt (Chairman) Simon Kent, Peter Tonge, Elizabeth Inall, Mike McGarva, Peter Scullion, Kate Sinclair & Luke Henley

In Attendance: CWAC Cllr Stuart Parker, 4 members of the public and Sue Thwaite (Clerk)

Apologies: Cllrs Susan Robson (work commitments) & Janet Brown (family illness)

Declaration of Disclosable Pecuniary Interests

There were no declarations of disclosable pecuniary interests

Minutes of the last Meeting

1. The Minutes of the Ordinary Parish Council Meeting held on Tuesday, 5th February 2019 were approved and signed as a true and correct record.

Public Forum

2. The Chairman allowed a statement to be read out to the meeting from a member of the public voicing the disagreement of 5 residents from Christleton in connection with results of the 'show of hands' at the recent village meetings, (which were attended by approximately 400 residents). They objected to the reported percentage split '50/50' for the proposal to carry out a short-term survey by CWAC of placing traffic cones at strategic points in the centre of the village to assess the effects on easing traffic flow and to monitor where a small number of parked cars would be dispersed to test the feasibility of installing some double yellow/primrose lines at these points.

The Chairman admonished this member of the public for the tone of the statement read out, particularly the comments regarding one Parish Councillor and confirmed that there would be no further interaction with him at this meeting. The Chairman also stated that the Traffic Working Group would be looking at all the recommendations contained in the presentation document as a whole and are eager to put in action the process of finding the best possible solution to the complex traffic issues.

Planning

Planning Applications

3. A list of planning application previously circulated to all Councillors was considered. Comments were noted by the Clerk for submission to CWAC Planning Authority. All comments can be viewed on CWAC website.

Update on Beechmoor Nurseries Appeal

4. Cllr Henley had represented the Parish Council at the appeal hearing to present an additional submission on their behalf.
5. The Council is now awaiting the decision on this appeal.

Traffic & Road Safety

To receive a report following Village Traffic Meetings

6. The two meeting were well attended and the presentation very well received, this has now been published on the Parish Council website together with the question and answers session.

7. It was agreed to remove the words 'in favour' from the presentation on the show of hands result pertaining to the double yellow/primrose line trial as this was 50:50 overall.
8. The Council has received a great deal of interest and offers from residents, schools, businesses and organisations who would like to be part of the Traffic Working Group.

To set up the Terms of Reference for the Traffic Working Group

9. The draft Terms of Reference are almost complete, but we are awaiting some advice regarding the legal terms within the document.

To agree personnel to serve on the Traffic Working Group

10. This matter is deferred until the Terms of Reference document is completed and approved by the Parish Council

To consider request for a mirror to be placed opposite Elm Cottage

11. The resident of Elm Cottage has approached the Council for assistance with request to CWC Highways to place a mirror opposite her house to assist with exiting her property.
12. Contact has been made with Highways on this matter and we are awaiting their response.
13. Concerns were raised on potential danger to birds/ducks flying into the mirror and causing injury, this issue will be investigated with RSPB.

To consider Huntington Parish Council regarding Huntington/Christleton Footpath

14. A request from Huntington Parish Council to join forces to request that CWAC re-establish the Christleton/Huntington Footpath, which is a recognised footpath but it in a very poor repair and very hard to access in parts and not commonly known about.
15. The benefits of re-instating this footpath would give access to children from Huntington who attend Christleton High School a safe journey and reduce the number of vehicles entering and leaving the village at peak drop-off and pick-up times.
16. An invitation to attend a presentation by Huntington Parish Council to discuss the project had been received.

Resolved: Cllr Peter Tonge will attend the presentation and report back at the next meeting.

Action: Clerk to confirm Christleton Parish Council's attendance at the presentation.

Allotments

Allotment Group Report & Notes from BHAA/CPC meeting

17. The report was presented and notes from the meeting included details of work to the central pathway on the colony to reduce the potential damage to vehicles, this work will take place on Saturday 16th March 2019.
18. There are currently 5 people on the waiting list.
19. Letter and bills for next years rents will be sent out at the end of March.

Update on Land Registry transfer of Title

20. Cllr Henley will contact the Land Registry for a second time to arrange an appointment to register the transfer to title. The first attempt was unsuccessful due to lack for response from the Land Registry.

Finance

21. The following expenditure was approved.

ORGANISATION	£		Cheque No:
Sue Thwaite – Clerk Expenses for February 2019	101.34	LGA 1972 – Sec 112	2294
Christleton Parochial Church Council – Room Booking Fee for 2019 Open Morning	64.00	LGA 1972 sec 133	2295
ChALC Code of Conduct Training Session – Cllr Mike McGarva	35.00		2296
No Prior Approval Payments			
Sue Thwaite Clerk – Salary for February 2019 & Additional hrs for January 2019	633.97	LGA 1972 – Sec 112	2297
HMRC – PAYE February 2019	189.47	LGA 1972 – Sec 2	2298
Derek Garner – Village Asst Pay & expenses February 2019	82.22	LGA 1972 – Sec 112	2299
Christleton Methodist Church – Room Hire March 2019	25.00	LGA 1972 – Sec 111	2300
INCOME:			
Bank Balances – @ 18/02/19			
H/I Account	53933.81		
Current A/C	100.15		
Dredging A/C	10024.25		

To update Financial Standing Orders

22. **Resolved:** The Financial Standing Order were discussed and approved there are no amendments to be made this year

Christleton Schools

Update from Christleton High School

23. A Liaison Meeting between Christleton Parish Council and Christleton High School has been arranged for Thursday, 14th March 2019.

Action: Cllrs Henley, Robson & Tonge will attend.

Update from Christleton Primary School

24. There was nothing to report at this meeting.

Monthly Inspection Report

Capesthorpe Road Community Orchard

25. There were no issues to report at this meeting

Action Items

To confirm procedures or May PC Election

26. The Clerk distributed nomination packs to all Councillors for completion and confirmed dates for their nomination papers to be lodged with CWAC.

To update Risk Assessment & Risk Schedule Documents

27. The updated Risk Assessment and Risk Schedule documents were discussed, and it was:

Resolved: To accept and approve the two documents, the Risk Schedule was duly signed by the Chairman and Clerk

To review Responsibility & Property Register

28. The updated Responsibilities & Properties for financial year 2018/2019 was reviewed.
Resolved: To accept and approve the document subject to a small amendment.

To review Schedule of Assets

29. The Schedule of Assets was reviewed, and several additions and amendments were recorded.
Resolved The amended Schedule of Assets was accepted and approved.

Annual Review of Internal Audit/Audit Plan/Effectiveness of Internal Audit

The Annual Review of Internal Audit was circulated to all members for consideration and discussion,

Resolved: The updated documents were approved

Report following The Pit Group AGM

30. Cllr Peter Scullion has attended the Pit Group AGM and the report had been circulated to all members prior to the meeting.
31. Following the decision in December 2018 to renew the fencing along the front of The Pit it was agreed that the fencing contractor and member of the Pit Group should meet prior to the work being started to agree the positioning of the fence.
32. Once agreed then plans would be considered to cut back the vegetation on Little Heath roadside which could provide a safer footpath between Christleton & Littleton alongside The Pit for pedestrians.
33. The Council approved this action and would await the outcome of the meeting.
34. It was agreed that the Parish Council would write to the Pit Group to thank them for their hard work and efforts since their last AGM in again improving and maintaining this very valuable asset on behalf of the village of Christleton, it is greatly appreciated.
35. The Pit Group are trying to attract younger members to volunteer in maintaining the Pit and would like to hear from anyone willing to give a few hours of their time to assist.

Report from West Cheshire Town & Parish Council Conference.

36. Cllrs Tonge & Sinclair attended the Conference on behalf of the Parish Council, topics included were discussion on the future of Local Government and the role of town and parish councils. Shaping the future of local government in West Cheshire and the possible devolution of services to parish councils.

Information Correspondence

37. A list of items received has been circulated to members prior to the meeting

Information only items

38. Suggestions of new design form Open Morning Flyer to be considered for April meeting.

Dates of the next meetings: Tuesday 02/04/19 & 07/05/19

Meeting closed at 9.35 pm.