

## MINUTES OF CHRISTLETON PARISH COUNCIL ORDINARY MEETING

Held on TUESDAY, 4<sup>th</sup> June 2019 pm

At Christleton Methodist Church Hall

### SIGNED

**Present** Cllrs Luke Henley (Chairman) Simon Kent, Kate Sinclair, Janet Brown, Susan Robson, Elizabeth Inall, Mike McGarva, John Eccles & Damian Murphy

**In Attendance:** CWAC Stuart Parker, PCSO Jack Malkin, Jan Nowland (TWG) & Sue Thwaite (Clerk)

**Apologies:** Cllr John Beckitt (on holiday)

### Declaration of Disclosable Pecuniary Interests

Cllr Brown declared an interest in Planning Application 19/01637/OUT – Romany, Plough Lane, Christleton

### Minutes of the last Meeting

1. The Minutes of the Annual & Ordinary Parish Council Meeting held on Tuesday 9<sup>th</sup> May 2019, were approved and signed as a true and correct record.

### Public Forum

2. There were no issues raised in the public forum

#### **Item 11a/bt fwd**

#### Bank Warden report on recent incidents of fishing at the Pit

3. The Bank Warden reported he had to remind a number of anglers to make sure they only fished at the designated fishing points at the Pit.
4. The Bank Warden confirmed that he was happy to receive applications for Permits from children and issue them, but was not prepared to confront illegal anglers, who can be quite aggressive at times, due to the proximity of his residence to the Pit and any reprisals that might ensue. He also confirmed that he would use the police 101 number to report incidents if necessary.
5. His concerns were acknowledged, and it was  
**Resolved:** Set up a dedicated telephone line for use by the public to report any problems with illegal fishing or any other incidents.  
**Action:** Cllr Kent to action this item
6. PCSO Malkin also confirmed that he would monitor the issue on his rounds of the village and have a word with offenders when necessary.

### Planning

#### Planning Applications

7. 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.

#### To discuss residents concerned re 19/00591/FUL – Smith Honda application

8. Planning Application: 19/00591/FUL – Smiths Honda, Whitchurch Road, Christleton – there have been a number of concerns raised by local residents in White Lane regarding the applicants requiring access by the applicant over White Lane.
9. The Council understands that CWAC Highways have lodged an objection to this application.

To discuss proposed strategy document for future proposals for Christleton Hall and other large developments in Christleton

10. It is understood that the Christleton Hall site has been sold to another developer, who remains unknown at the time of this meeting.
11. It is the aim of the Parish Council to engage and work with the new owner once their identity is known on how the site will be developed. Until the owner is known no further discussion on the strategy document will take place

### **Traffic & Road Safety**

Report from Road Safety Group/Action for 51 meeting

12. A Group Parish Council Meeting for Action for A51 is being held on Wednesday, 12<sup>th</sup> May 2019 and Cllr Kent will represent Christleton Parish Council at the meeting.

Report from Traffic Working Group

13. The first meeting of the Traffic Working Group was held on 21<sup>st</sup> May with a number of tasks being allocated to the members of the Group who would now start to work on their allotted tasks and report back to the next TWG meeting in June.
14. Cllr Kent to contact the Agents for the owners of the field at corner of Faulkners Lane & Pepper Street to enquire about possibility of obtaining a strip of the land along Faulkners Lane to create a pedestrian footpath.
15. It was reported that Rowton Parish Council's proposal to have a Pelican Crossing across the A41 by Rowton Bridge Road was not feasible as the number of pedestrians crossing at this point did not meet the criteria and the cost of such a crossing would be in the region of £80,000.
16. The issue of unsafe parking in the village was raised with PCSO Malkin, who confirmed that he would attach advisory "Polite Notices" on the vehicles in question requesting that the drivers refrain from parking at these locations in the future.

### **Allotments**

Report from the Allotment Group

17. The makeup of the Allotment Group has not been confirmed following the recent elections and the Clerk reported there has been little activity to report to this meeting, apart from the colony now having only two vacant plots and all but two rents for the current year have been received.

Update on Land Registry Transfer

18. This item is ongoing

### **Finance**

19. The following expenditure was approved.

<b>ORGANISATION</b>			<b>Cheque No:</b>
CWAC – Annual Pest Control Contract Renewal	261.12	Open Spaces Act 1906	2326
Dee Fencing Ltd – Supply & Install fencing at The Pit	2761.30	Open Spaces Act 1906	2327
Boughton Heath Allotment Association – underpayment for car park materials from May	200.00	Small Holding & Allotments Act 1908	2328
Mr A Buckley – BHAA payment for Waste Skip for BHAC	270.00	Small Holding & Allotments Act 1908	2329
Mr Luke Morgan – Refund of overpayment of Allotment Rent	32.50	Small Holding & Allotments Act 1908	2330

Society of Local Council Clerks – Annual Subscription	136.00	LGA 1972 Sec 143	2331
Countrywide Grounds Maintenance – Strim round seats and bollards BHC	24.00	Open Spaces Act 1906	2332
Hawk Publications Ltd – Printing and distribution of Open Morning Flyers	259.20	LGA 1972 Sec 143	2333
Rob Piece – Groundworks Maintenance	374.40	Open Spaces Act 1906	2334
<b>No Prior Approval Payments</b>			
Sue Thwaite Clerk – Salary for May 2019 & 32 Additional hrs for April 2019 (includes 19.5 hrs on allotment admin)	732.95	LGA 1972 – Sec 111	2335
HMRC – PAYE May2019	293.63	LGA 1972 – Sec 2	2336
Derek Garner – Village Asst Pay & expenses May 2019	118.92	LGA 1972 – Sec 112	2337
Christleton Methodist Church – Room Hire for June 2019	25.00	LGA 1972 – Sec 111	2338
Sue Thwaite – Clerk Expenses for May 2019	120.10	LGA 1972 – Sec 112	2339
<b>INCOME:</b>			
CWAC:			
Bank Balances – @ 29/05/19			
H/I Account	98,647.32		
Current A/C	100.87		
Dredging A/C	10,029.14		

To approve annual Governance Statement 2018/2019

20. All questions on the Annual Governance Statement were read out to the meeting and correctly answered it was:

**Resolved:** To approve the Annual Governance Statement 2018/2019 by all members present, this was then signed by the Chairman and the Clerk.

To approve Accounting Statement 2018/2019

21. The Accounting Statement was circulated to all members by the Clerk for consideration it was:

**Resolved:** To approve the Accounting Statement 2018/2019 by all members present, this was then signed by the Chairman and the Clerk.

To approve Annual Return and discuss any internal Audit findings

22. The Annual Return had been inspected by the Internal Auditor and approved.  
 23. There were a number of issues highlighted on the Internal Audit Report and these matters have been actioned by the Clerk.  
 24. The Annual Return and all required documents will now be forwarded to the External Auditor by the deadline of 1st July 2019 by the Clerk.

To approve transfer of £1000 to Dredging Fund

25. The transfer of £1000 was approved, the Clerk will now arrange for the transfer to be carried out.

To consider quotation for renovating benches at Community Orchard.

26. **Resolved:** The quotation to sand down and treat with 3 coats of Sadolin for the three benches at the Community Orchard for £60 per bench was approved.

**Action:** The Clerk to confirm decision with contractor.

27. Cllr Eccles suggested a need for a wider overview for budget monitoring to be on the agenda at least on a quarterly basis. The Clerk confirmed that this system was already in place.

#### **Christleton Schools**

##### Update from Christleton High School

28. There was nothing to report at this meeting but it was agreed to arrange a Liaison Group meeting with the High School before the end of the school year.

**Action** Clerk to action this item.

##### Update from Christleton Primary School

29. There was nothing to report at this meeting.

#### **Monthly Inspection Report**

##### Capesthorne Road Community Orchard

30. There was nothing to report at this meeting.

#### **Action Items**

##### Report on Annual Open Morning

31. The number of visitors signing in this year was 76, which is a marked increase on the previous year with a number of new faces, it was generally considered to be a successful morning, with several issues being raised by members of the public for the Council to consider.

##### Discussion of feasibility of continuing with future Open Mornings

32. Following the success of this year's open morning, it was agreed that we continue to hold this event again in 2020 and to build on this to continue to engage with the residents of Christleton.

##### Formal request to current Webmaster to continue hosting PC Website and update on charging arrangements.

33. A report from the Webmaster suggest an urgent review of the form, content and management of the Council Website. The website is hosted by Krystal who provide an excellent service and support at realistic price for a gov.uk website, but due to the change in personnel on the Council there is a need for another individual to be responsible for the payment on the account.

**Resolved:** It was agreed that the Clerk would be responsible for future payments and reclaim the cost through her monthly expenses.

34. The current Webmaster has produced a working website with up to date contents and news free of charge for a number of years, but it may not be fast enough or sufficiently mobile friendly to deliver the councils' objectives going forward.
35. Following discussion, and before deciding to change the current arrangements, it was agreed that enquiries be made with other Parish Councils to enquire who their Webmaster is and the annual cost of running the site.

**Action:** Clerk to action this item.

##### To review Roles & Responsibilities Groups and appoint councillors to roles on the Groups.

36. This item was deferred to July meeting after considering next item.

##### Discussion on projects to consider for period 2019-2023

37. Cllr Henley raised this matter to consider looking at long term projects and budget for over the next 4-year term of the Parish Council, a number of ideas were put forward, e.g. the lack of a Neighbourhood Plan, installation of electric car points, use of the KGF first field and taking out membership of Open Spaces society in order to look at ways of protecting footpaths before the planned review in 2026 when a number of footpaths could be lost.

38. All Councillors were requested to consider these ideas and to come up with other projects for consideration and bring them to the July meeting.

To discuss Gr Boughton/Huntington working party for Huntington/Christleton footpath

39. Great Boughton & Huntington Parish Councils are setting up a joint working group to look into improving this footpath for pupils attending Christleton High School living in Huntington, which has been the subject of discussion at a previous meeting.
40. After further discussion it was agreed that the cost of upgrading the footpath to be suitable for bicycles would be prohibitive. Usage by students on foot or bike would be low, it would also be difficult to maintain where the path is crossed by farm vehicles and a new bridge over Caldby Brook would be needed, also lighting would be required to ensure safety. After considering all these points Christleton Parish Council would not be joining the joint working group.

**Action:** Clerk to convey this decision to Gt Boughton & Huntington Parish Councils

**Information Correspondence**

41. A full list of correspondence received a per attachment with the Agenda was distributed to the Councillors prior to the meeting

**Information only items**

42. There were no items this month

Dates of the next meetings: Tuesday 02/07/19 & 03/09/19

Meeting closed at 10.05 pm.