

# **MINUTES of GREAT BUDWORTH ANNUAL COUNCIL MEETING held at the PARISH HALL at 7.30 PM on MONDAY 11<sup>TH</sup> May 2015**

**Opened at 7.30pm**

## **Part1**

**Welcome and record attendance**

### **1 Present**

Chairman	P McAndrew
Council Members	M Torrance, L Hopkinson, A Lee, H Forwood, R Collier
District Councillors	D Hammond

Also present

Clerk	C Marshall
Public	19

**2 Apologies** H Brudenell, M Kershaw – Council Members  
L Gibbon, N Wright – District Councillors

### **3 Election of Chairman 2015/2016**

Councillor McAndrew proposed by Cllr Hopkinson, seconded by Cllr Forwood agreed by all.  
*Councillor McAndrew duly elected as Chairman 2015/2016.*

**4. Declarations of Interest** none

### **5. Minutes of the previous meeting**

*Resolved that the amended minutes of the Ordinary Parish Meeting held on 2<sup>nd</sup> March 2015 and the Planning Meeting held on the 13<sup>th</sup> April 2015 be agreed and signed as a true record. Proposed by Cllr McAndrew seconded by Cllr Collier and agreed by all;*

### **6. Election of Vice Chairman 2015/2016**

Councillor Hopkinson proposed by Cllr McAndrew, seconded by Cllr Collier agreed by all.  
*Councillor Hopkinson duly elected as Vice Chairman 2015/2016.*

### **7. Appointments to Planning Committee 2015/2016**

All Councillors as members of Planning Committee with a quorate of 3  
Planning Chairman Cllr McAndrew  
Planning Vice Chairman Cllr Collier

### **8. Appointments to Finance Committee 2015/2016**

All Councillors as members of Finance Committee with a quorate of 3  
Finance Chairman Brudenell  
Finance Vice Chairman Cllr Lee

### **9. Appointments to Staffing Committee 2015/2016**

All Councillors as members of Staffing Committee with a quorate of 3  
Staffing Chairman Cllr McAndrew  
Staffing Vice Chairman Cllr Hopkinson

## **10. Appointments to Risk Assessment Committee 2015/2016**

All Councillors as members of Risk Assessment Committee with a quorate of 3

Risk Assessment Chairman Cllr Collier

Risk Assessment Vice Chairman Cllrs Brudenell/Kershaw (to be agreed at Parish Council Meeting on 6<sup>th</sup> July 2015).

## **11. Appointments to Local Organisations 2015/2016**

Bowling Club – Cllr Collier

Tennis Club – Cllr McAndrew

Cricket Club – Cllr McAndrew

Heritage Society – Cllr Torrance, Cllr Lee

Parish Hall – Cllr Forwood, Cllr McAndrew, Cllr Hopkinson

School Governor – Cllr Hopkinson

## **12. Correspondence**

Clerk noted letter of thanks received from Rev. Alec Brown re: churchyard grant.

*See Appendices 1 for full list of correspondence received.*

## **13. To hear representations from the Public**

**Opened: 7.50pm**

Concern was voiced by a number of members of the public regarding potential new parking arrangements within the village and requesting further consideration of options in particular more specific consideration as to where alternative parking would be available for residents with no off road parking if a restricted parking scheme is put in place.

Further requests were made that more detailed discussions are held by the Parish Council with those members of the community without designated parking who will be most adversely affected by the proposed parking arrangements before any final decisions are made.

Feedback was provided on the notice included in the May edition of the Budworth Bulletin that suggested a final decision was being reached at tonight's meeting regarding the parking scheme – felt that it was misleading.

A concern was raised by Rev. Brown from Great Budworth Parish Church that restricted parking studs maybe ineffective as driver will ignore them at times of peak traffic and park on them anyway. Therefore leading to the question of how the restricted parking would be enforced.

The current Parish Council was thanked for attempting to find a solution to an issue that has been ongoing for many years and that previous Parish Councils have failed to address.

It was suggested that as the school traffic creates a lot of the issues with parking that they are approached about providing a piece of land for parking for their parents/consider adopting a one way system as favoured by Comberbach Primary School.

**Action: Cllr Hopkinson to discuss these issues with the Headmistress of Great Budworth Primary School.**

**Closed: 8:25 pm**

**Meeting then broke in order to allow for the Annual Council Meeting to be held.**

**Recommenced at 9.15 pm**

**14. Parking in Great Budworth** (this item was moved earlier in the agenda as the majority of the public attending were doing so re: this matter)

Cllr McAndrew provided overview of the presentation given at the Traffic issue Public Meeting held on 20<sup>th</sup> April 2015.

Next steps agreed:

1. Re draft mapped plan as mistakes identified within in.
2. Consider in more detail what provisions will be made within the village for those residents who do not have designated parking.
3. Create a Working Party to discuss the parking issues within the village and undertake further consultation with the community. Agreed that Cllrs Torrance and Collier will form part of this working party.

It was concluded that a restricted parking scheme was not being ruled out at this stage but that further options need to be researched more fully before a final decision could be made.

**Action: Receive feedback from the Working Party at the next Parish Council Meeting to be held on the 6<sup>th</sup> July 2015.**

**15. Financial Report To agree and approve payments; to receive a financial update from the Clerk, agree and sign external (BDO) audit return.**

#### **a Grant Applications**

Nil

#### **b Receipts**

Rent for Great Budworth Bowling/Tennis Club and Parish Hall	£ 2.00
CWAC Precept	£8625.00

#### **c Payments between meetings**

Barry Harden	General Maintenance	£ 250.00	reference 000688
BT	Broadband	£ 45.60	Direct Debit
BT	Broadband	£ 45.60	Direct Debit
John Eaton	General Maintenance	£ 120.00	Reference 000689
Clerk	April Salary	£312.00	Standing Order
Dean and Parry	Railings Painting	£135.00	Reference 000690
Clerk	May Salary	£312.00	Standing Order
BT	Broadband	£ 45.60	Direct Debit
	Total	£1265.80	

#### d Payments May

Currys	Clerk PC and Printer	£ 610.00	reference 000691
C. Marshall	Clerk Mileage	£ 50.58	reference 000692
C. Marshall	Clerk Expenses	£ 7.97	reference 000693
CWAC	School Rope Bridge	£ 897.01	reference 000694
ChALC	Affiliation fee	£ 93.12	reference 000695
CCA	Membership	£ 20.00	reference 000696
Total		£1678.68	

#### d Sign and Agree External (BDO) Audit

Reviewed, signed and approved by Chairman McAndrew.

#### 16. Progress Reports To receive reports for information only from:

##### a. Clerk

- i. Provided information on the new Transparency code that has come into force from April 2015 and its effect on the Parish Council. In particular the publication of information on the Parish website and the changes to the current auditing process.
- ii. The need to change the signatories on the Parish Council bank account

**Action: Agreed by all that Cllrs Hopkinson and Torrance would be added as signatories to bank account.**

- iii. Advised that Clerk will need short biography from Council members and a photo for the Parish website as soon as possible.
- iv. Clerk advised that having completed the final review of the year's accounts she has overpaid herself £13.92 – Clerk will write cheque for this amount for the Parish Council.
- v. Clerk confirmed that internal audit has been undertaken.

#### 17. Planning Applications To be updated on recent planning approvals/rejections

##### i. Approved:

**15/00283/LBC** - Proposal: Extension of existing porch - Location: The Old Hall, High Street, Great Budworth, Northwich, Cheshire, CW9 6HF

**15/00076/FUL** - Proposal: Extension of existing porch and reinstatement of original timbers with infill panels to front right wing elevation - Location: The Old Hall, High Street, Great Budworth, Northwich, Cheshire, CW9 6HF

**15/01083/FUL Proposal:** Replacement windows and rear door – Retrospective Location: Jasmine Cottage, 54 High Street, Great Budworth, Northwich, Cheshire, CW9 6HF

**15/01084/LBC Proposal:** Replacement windows and rear door. **Location:** Jasmine Cottage, 54 High Street, Great Budworth, Northwich, Cheshire, CW9 6HF

**15/00907/FUL Proposal:** Single storey rear extension **Location:** Penlan House, 15 Westage Lane, Great Budworth, Northwich, Cheshire, CW9 6HJ

**ii. Outstanding:**

APPLICATION NUMBER: 15/00002/CAT

PROPOSAL: Fell birch tree shown on attached sketch plan and on photographs attached. It is causing excessive shade and roots are damaging pathway between houses. I do not wish to replace it but if this birch tree is felled the rowan next to it will be able to grow properly.

LOCATION: Pendell House 19 Westage Lane Great Budworth Northwich

**18. Kerbs on High Street**

Agreed to add this to the July Parish Council Meeting agenda.

**19. Top Pumphouse Roof**

Clerk advised that Turners have been contracted to undertake the work, awaiting date for when work will be undertaken.

Suggested that additional funds could be raised via a Community event and through Manchester Airport grant scheme.

**Action:**

**Cllr McAndrew to look into possible community fundraising event.**

**Clerk to complete and submit Manchester Airport grant scheme form.**

**20. Continuation of Saturday Surgeries**

It was agreed that due to poor attendance from the community the Saturday Surgeries would be discontinued but that Councillors contact information would be more widely publicised.

**Action:**

**Cllr McAndrew to place notice in Budworth Bulletin.**

**Councillors to provide Clerk with upto date contact information (via forms provided) and then update noticeboard and website with Cllrs names, contact phone numbers and email addresses.**

**21. Finials on Westage Lane**

A final version (see Appendices 2) was agreed by all for a sum of £1658 +VAT for x 2 posts on Westage Lane

It was all agreed by all to purchase a sign for the post (above the 20mph) sign on High Street for a sum of £690 +VAT.

**Action:**

**Cllr McAndrew to check diameter of posts prior to order being placed.**

**Clerk to place order with Guy Potter.**

**22. Great Budworth School field Adventure Play Equipment**

Clerk advised that equipment is now installed, but that payment from the Parish Council cannot be made until the signatories on the Parish Account is sorted out.

Clerk advised that the School have enquired as to whether the Parish Council can provide the signage for the play equipment advising that is for community use as well.

Agreed by all to look into the cost of the signage and then make a decision.

**Action:**

**Cllr Hopkinson to research signage cost and report back at the next Parish Council meeting.**

**23. Parish Issue To receive for information only any Parish issues that have arisen and to agree to include them for discussion at the next Parish Council Meeting where necessary.**

- i. The tables and chairs outside the George and Dragon are encroaching across the pavement.

**Action:**

**Clerk to contact CWAC Highways.**

- ii. The volume and speed of cyclists travelling through the village is a cause for concern especially on High Street/Westage Lane/ Church Street. There has also been an accident on The Ring O' Bells corner.

**Action:**

**Clerk to contact Highways**

- iii. Japanese knot weed present opposite Heath Cottage and on High Street.

**Action:**

**Cllr Collier to get information together on where the problem is occurring in the village and report back at the July meeting.**

- iv. Cllr McAndrew reported he had received further complaints about Mr Butters land and that Mr Butters has been seen dropping rubbish on his own land also. Suggested made that the Parish Council ask the Planning department at CWAC to issue a notice under section 215 of the Town and Country Planning Act.

**Action:**

**Clerk to speak to District Councillor Norman Wright regarding the notice and to Cllr Brudenell to get the address for Mr Butters.**

**Cllr McAndrew to take photographs of the land being discussed.**

**19. Dates of Meeting – 6<sup>th</sup> July 2015**

**Part 2**

Items of a “confidential or other special nature” during which it is likely that the meeting will not be open to the public and press as there would be a disclosure of exempt information as defined in Section 100l of the Local Government Act 1972.

None

**Closed 10:10pm**

**Signed as a true record .....**

**Chairman  
6<sup>th</sup> July 2015**

Caroline Marshall, Clerk to Great Budworth Parish Council  
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