

MINUTES of GREAT BUDWORTH PARISH COUNCIL MEETING held at the PARISH HALL at 7.30 PM on MONDAY 12th January 2015

Opened at 7.30pm

Part1

Welcome and record **attendance**

1 Present

Chairman P McAndrew
Council Members R Wilkinson, J Hickey, L Hopkinson, A Lee, M Torrance, P Davies,
District Councillors N Wright, D Hammond

Also present

Clerk C Marshall
Public 11

2 Apologies W Anderson, M Byram

3. Declarations of Interest Cllrs Hickey and Hopkinson regarding Item 10 The Old Hall planning application and Cllrs Lee and Hopkinson regarding Item 12 – The Budworth Bulletin.

4. Minutes of the previous meeting

Cllr McAndrew advised that a member of the public who attended the meeting on the 3rd November 2014 had asked for his comments to be included in a detailed manner. Cllr McAndrew advised that the minutes recorded are not done so verbatim but are a record of the proposals and resolutions made. However it was agreed that a copy of the statement presented by the member of the public be included as an appendices.

This was agreed by all and the minutes of the Ordinary Parish Meeting held on 3rd November 2014 were agreed and signed as a true record. Proposed by Councillor Davies seconded by Councillor Hopkinson and agreed by all.

5. Correspondence

Clerk advised that all correspondence received is outlined in Appendices 1. She further advised that she had the paper post that had been received if Councillors wished to view it.

Cllr Mc Andrew advised that there has been a number of correspondence received from Mr Owen regarding the planning application process undertaken by the Parish Council. Cllr McAndrew thanked Mr Owen for his comments and advised that the way in which the Parish Council manage planning proposals and their function in the overall process was discussed at the last planning committee meeting held on the 1st December 2014 and that actions are being taken as a result. A copy of the Planning Meeting Minutes is included as Appendices 2.

6. To hear representations from the Public

Opened: 7.40pm

It was highlighted that the steep bend heading east out of the village from Westage Cottage to The Avenue is very dangerous in the ice and requires gritting.

Clerk to contact CWAC Highways to ask if it can be included on the gritting route.

It was highlighted that there is an issue with parents parking on School Lane dropping/picking up their children from the Primary School. Making it dangerous to walk along the road and also potentially damaging the cobbles.

Cllr Hopkinson to raise with the Head of Great Budworth Primary School at the Governors Meeting on the 17th January 2015.

It was raised that the Community Notice Board has notices removed from it very promptly, sometimes before events have happened. Cllr McAndrew advised that the Parish Clerk is only responsible for the removal of items on the Parish Council Notice Board.

Clerk to place notice on community notice board from Chairman advising that notices should not be removed too early.

Closed: 7:45pm

7. Progress Reports To receive reports for information only from:

a. Clerk

- i. CHALC has issued review of pay scales resulting in Clerks pay being increased by 0.29p an hour and receiving a non-consolidated payment of £12.76.
- ii. Advised that an internal auditor for Parish Council accounts has been appointed – Charlie Pointon and experienced Clerk recommended by CHALC – his fee is approximately £50.00
- iii. Asked that Cllrs review the Local Award Scheme information (Appendices 3) to be familiar with what is required, advised that it likely to be launched later this month and will replace the Quality Council Scheme.
- iv. Advised we are now in Purdah (the Pre Election Period) leading up to the elections on the 7th May 2015. Asked Cllrs to review and note the advice provided in Appendices 4.
- v. Advised that from 1st January 2016 due to changes under the Pension Act 2008 the Parish Council will have to provide a workplace pension scheme. Clerk to be nominated point of contact and to provide more information when it is received.
- vi. Updated that the Insurance claim for the Upper Pumphouse has been passed to Aviva who are looking to appoint Turner Roofing to undertake work but require a more detailed quote from them. Will update us when they receive one.
- vii. Advised that contact has been made with CWAC regarding a gritting bin being provided for the village after it was highlighted there could be potential legal issues with the Parish Council providing one themselves. Awaiting confirmation from CWAC that they will provide and maintain one and place it in the location we have suggested.
- viii. Advised that we have now received information about the Community Pride completion and that £600 have been allocated in the 2015/16 Parish Council budget for it. *Cllrs Hopkinson and Davies to coordinate.*

b. Cllr McAndrew

- i. Highlighted the upcoming election and advised that an article would be placed in the Budworth Bulletin advising people about it and what they need to do if they wish to stand as a Parish Councillor.
- ii. Advised that a Staffing Committee meeting will be held on Monday 02 February 2015 commencing at 7.00pm to discuss increasing the Clerks hours in 2015/16 by an hour a week.
- iii. Invited the District Cllrs present to provide an update on any relevant local issues:

Cllr Hammond updated on the progress of the development in Northwich and advised that CWAC are having a meeting in January where it is hoped that the Local Plan will be approved.

Cllr Wright advised that the speed limit on Ollershaw Lane is being reduced to 40mph.

8. Financial Report To agree and approve payments; to receive a financial update from the Clerk

a Grant Applications

Nil

b Receipts

BT refund £ 57.00
New Homes Building Grant £1701.00

c Payments between meetings

Grassform Plant Hire	Mesh for field	£229.20 reference 000675
SLCC	Membership fee	£ 81.00 reference 000674
BT	Broadband	£ 45.60 Direct Debit
C. Marshall	Clerks Quarter 4 Pay	£721.98 reference 000672
C. Marshall	Clerk Pay rise/Consolidated Pay	£ 26.68 reference 000676

Total **£ 1104.46**

d Payments January

C. Marshall	Clerk Mileage	£ 29.70 reference 000678
Old Vicarage Tree Surgery	Lime Trees	£480.00 reference 000677
C. Marshall	Clerk Stationary	£ 28.43 reference 000679/680
Great Budworth PCC	Churchyard Grant	£250.00 reference 000681

Total **£788.13**

All payments are approved.

Cllr Wilkinson requested that a payment of approximately £99.00 be provided for the village Christmas lights. This was approved by all.

Details to be provided to the Clerk by Cllr Wilkinson.

Cllr Davies requested that it be agreed that Barry Harden can provide 4 trees on The Avenue at a cost of £240.00 – this was approved by all.

Cllr Davies requested that the Parish Council paint the old Cheshire black and white finger posts on Knutsford Road, Budworth Heath and by Quebec Wood, Warrington Road.

Clerk to check with CWAC whether Parish Council is legally able to do this.

9. Budget for 2015/16

Clerk provided details of budget for 2015/16 that was agreed at the Finance Committee meeting on 12th January 2015. (Appendices 5)

Clerk proposed precept request of £8410.20 – therefore ensuring that the cost to electorate does not increase.

Acceptance of the proposed budget and precept were proposed by Cllr Wilkinson, seconded by Cllr Lee and agreed by all.

10. Planning Applications To be updated on recent planning approvals/rejections and to reach a decision on the Parish Councils views on the following application:

i. Approved:

APPLICATION NUMBER: 14/04180/CAT

PROPOSAL: Remove lower limb of Blue Atlantic Cedar and remove three lower limbs of Birch tree.

LOCATION: Goldmine House 26 Southbank, Great Budworth Northwich

APPLICATION NUMBER: 14/04576/FUL

PROPOSAL: Single story rear infill extension into inner courtyard.

LOCATION: Stubbs Cottage 13 High Street, Great Budworth Northwich

ii. Considered:

APPLICATION NUMBER: 14/04838/LBC

PROPOSAL: Removal of modern render and reinstatement of original timbers to front right wing of the house with reinstated windows and infill panels

LOCATION: The Old Hall High Street Great Budworth Northwich

No comments

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

No comments

APPLICATION NUMBER: 14/05266/LBC

PROPOSAL: Rear single storey glass porch extension and construction of detached garage

LOCATION: 32 School Lane Great Budworth Northwich Cheshire

Correspondence received from neighbour of property Mr Blundell expressing his issues with the application.

Cllr Torrance proposed individual meeting with Planning Department regarding this application due to the lack of description and detail in the plans. This was supported by all.

Clerk to comment to CWAC requesting above.

Cllr McAndrew provided update on planning meeting held on 1st December 2014 and the proposals that were outlined in terms of how the Parish Council manages and responds to future planning applications.

It was requested that the following amendments be made to section 10 points h and i of the minutes presented from this meeting:

It was proposed that the Parish Council do not undertake any part of the communication process by the use of email.

It was proposed that the Parish Council should continue to explore the viability of a neighbourhood plan or village design statement and should seek clarity on the extent of the conservation area.

Be amended to:

It was proposed that all email communications concerning planning applications should be coordinated by the Parish Clerk.

It was proposed that the Parish Council should continue to explore the viability of a neighbourhood plan and/or village design statement.

These proposals were then accepted by all and it was agreed a future strategy would be discussed at the next Planning Committee meeting to be held on 2nd February 2015.

11. Saturday Surgeries

It was agreed to undertake the Saturday Surgery scheduled in February 2015 and then review whether they will continue after the May election.

It was also agreed that the names and contact details of all Parish Councillors will be included in the Budworth Bulletin.

12. Readers forum in the Budworth Bulletin

The Parish Council expressed their hope that the Budworth Bulletin will continue to provide important factual information and will not become a publication based on opinion.

Agreed by all to continue providing the financial grant to the Budworth Bulletin at this time.

13. Future Consultation with the community

It was agreed that Cllr Hopkinson and the Clerk will meet to discuss the Parish website which is not currently run by the Parish Council with a view to the Clerk taking over its maintenance and using it as a more effective tool for consultation and contact with the community.

Clerk to further investigate the implementation of a Facebook page for the Parish Council.

14. Parish Councillor Communication with the public

Clerk to review all Policies, Standing Orders and Codes of Conduct that the Parish Council have in place to ensure all is up to date.

15. CWAC Social Media advice

Cllrs to review draft policy provided by CWAC (Appendices 6)

16. Parking in the village

Clerk provided overview of Parking Management options provided by CWAC:

1. Double Yellow Lines
2. Resident Parking Scheme – this is where residents pay to have a permit (and purchase visitor permits) and restricts parking for anyone other than permit holders to set times.
3. Restricted waiting bays.
4. Access Protection Markings – white lines across drive ways to prevent people parking – these cannot be put outside houses that do not have a drive.

It was requested that Clerk seek further clarification from CWAC on waiting bays/restricted parking zones (discussed at Parish Council meeting held on the 3rd November 2014)

Also requested that Clerk arrange a walk around the village for Councillors with Jamie Barren from Highways and Chris Burnham from the Police to discuss these options in more detail.

17. Westage Lane Posts

Cllr Davies to provide costings and a formal proposal at the next Parish Council meeting from Guy Potter regarding his suggestion for the posts (Appendices 7a and b)

Clerk to enquire with CWAC Highways whether they (or the Parish Council) can place a dangerous bend sign in the vicinity of Heath Lane and Westage Lane.

18. Parish Issue

i. Parish Field

Cllr Hopkinson apologised for the way the parish field is currently all churned up from the work being done to her house and assured the Parish Council that it will be put right.

Cllr Wilkinson advised that due to the current state of the parish field it has not yet been possible to put down the trial mesh.

ii. Asset Report

Agreed by all what a good job Robert Collier did of the Asset Report. *Clerk to write letter of thanks.*

Cllr Wilkinson advised that the Parish Hall is insured adequately for public liability as is the Parish field and do not need to be covered by the Parish Council Insurance Policy. But do need to be included on the Asset Register.

Cllr Wilkinson also confirmed that the Parish Council do not own the Bowling Green building and therefore not their responsibility to insure it. Cllr McAndrew confirmed this was also the case for the Tennis Club.

Clerk to update insurance company regarding the up to date asset register.

iii. Street light on Heath Lane

Clerk to contact CWAC highways department regarding faulty street light.

iv. Gully on junction of Westage Lane and Heath Lane

Clerk to contact CWAC Highways to advise it needs clearing.

v. The Avenue

Clerk to check with Insurance Company whether the Parish Council is covered for public liability or if a tree or branch falls and causes damage.

vi. Painting of railings by Bottom Pumphouse

Cllr Davies to contact owner of the railings and confirm she is happy with the Parish Council painting them. If so Cllr Davies to place notice in the Bulletin to ask people for assistance and to meet at a certain date and time – Parish Council to provide the paint.

vii. Dark Patch on Westage Lane

Clerk to liaise with CWAC Highways about whether a heritage style light can be installed opposite number 7 on Westage Lane.

viii. Road sweeping the village

Clerk to contact CWAC Highways to request the road sweeper comes through the village.

19. Dates of Meeting – 2nd March 2015 at 7.30pm

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 9:30pm

Signed as a true record
Councillor P McAndrew
Chairman
2nd March 2015

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