

# MINUTES of GREAT BUDWORTH PARISH COUNCIL MEETING held at the PARISH HALL at 7.30 PM on MONDAY 11<sup>th</sup> January 2016

Opened at 7.30pm

## Part1

### 1. Welcome and record attendance

#### 1 Present

Chairman P McAndrew  
Council Members A Lee, R Collier, H Brudenell, M Kershaw, H Forwood, M Torrance

Also present

Clerk C Marshall  
District Councillors D Hammond, L Gibbon  
Public 11

2. Apologies N Wright, L Hopkinson

### 3. Declarations of Interest

Cllr McAndrew in relation to Item 10 - Cheshire West and Chester's Standards Parish Representative, as he is one of the named candidates.

### 4. Approval of Meeting Minutes

Resolved that the meeting minutes from the Parish Council meeting held on 2<sup>nd</sup> November 2015, the Parish Council Planning Committee Meeting held on the 7<sup>th</sup> December 2015, the Parish Council Finance Committee Meetings held on 26<sup>th</sup> October and 14<sup>th</sup> December 2015 be agreed and signed as a true record. Proposed by Cllr McAndrew and agreed by all.

### 5. To hear representation from the public

Opened 7.35pm

i. An issue was raised regarding water along on the A559 and potentially blocked drains – **Clerk to notify CWAC Highways.** (Parish Council thanked Bob Wilkinson for unblocking effected drains)

Cllr Gibbon suggested that a member of the Parish Council may wish to take responsibility for the drains in the village, checking them on a regular basis and reporting any issues to CWAC Highways.

Cllr Gibbon advised that a new Flood Risk Report is coming before the Cabinet in March 2016 that could affect areas such as Great Budworth.

ii. The leaves on Westage Lane have still not be cleared – **Clerk to report to Highways again.**

iii. It was requested that members of the public be given a chance to comment on the findings of the village parking report before a final decision is reached on next steps by the Parish Council.

iv. It was suggested that the format of the Parish Council meetings should be alter so that the opportunity for the public to speak is offered at the end rather than the beginning.

v. A concern was raised that the Parish Council is becoming too bureaucratic and as a result remote from the community.

vi. A concern was raised about the pedestrian walkways from Great Budworth to Comberbach – **Clerk to raise with CWAC Highways dept.**

vii. A concern was raised about the Ineos gas work.

Cllrs Gibbon and Hammond advised that any work being undertaken was being done so safely and that there is not a risk and that Great Budworth is not effected by the work.

Cllrs Gibbon and Hammond updated on the Lets Talk Review, the withdrawal of the New Homes Bonus Scheme, the possible reduction in the number of District Councillors and the proposed 20mph speed limits in all residential areas.

**Closed 8.10pm**

## **6. Correspondence**

No items of correspondence were raised for discussion. (See Appendices 1 for list of correspondence)

## **7. Progress Reports**

a. Clerk

i. The Transparency fund has awarded the Parish Council £539.02.

ii. Since its launch at the beginning of January the Parish Council has had 106 likes on Facebook and now has 6 followers on Twitter.

iii. Cllr Gibbon has suggested that Parish Council in the Marbury ward may wish to join together to create a collective neighbourhood plan. **Clerk to contact other Parish Council in Marbury ward to seek whether this is something other Parish Councils wish to do.**

iv. An interim report has been produced by Stephen Jennings regarding the Parish Council assets – a full report is expected for the March Parish Council meeting.

v. John Eaton has agreed to undertake regular maintenance within the village for 2016/17 for a sum of £650.00

b. Chairman

i. The Field in Trust application will be submitted shortly.

ii. Encouraged Councillors to take up available training opportunities.

c. Chairman of the Risk Assessment Committee

i. Confirmed that the village Christmas lights had been successfully installed and full risk assessments carried out.

ii. Confirmed that tenders for tree work had been received and were awaiting additional information before final decision could be reached.

## **8. Financial Report:**

(i) Clerk reviewed current budget (Appendices 2) and bank reconciliation (Appendices 3)

(ii) Payments for grants for the Mums and Tots Group (£250.00) and the Churchyard (£250.00) agreed by all.

**Clerk to send cheques with accompanying information on the Parish Councils new Grant Awarding Policy for 2016/17.**

(iii) Chairman of the Finance Committee Cllr Brudenell discussed the proposed 2016/17 budget (Appendices 4)

Highlighted the areas of expenditure that have increased, the cost involved in Parish Projects and the significant reduction in income the Parish Council has due to the loss of the New Homes Bonus.

Advised that the proposed precept request for 2016/17 be £9669.00 which is an 11% increase in last year's precept - practically speaking it equates to an increase of roughly 43p/month per household in Great Budworth. Agreed by all.

**Clerk to advise CWAC of Precept request, Cllr Brudenell to provide article for the Budworth Bulletin.**

(iv) Agreed by all to appoint a new internal auditor – John Henry at JDH Business Services Ltd who will charge the Parish Council £97 + VAT.

## **9. Parking in Great Budworth**

Cllr Torrance discussed the content of the report and its findings. (Appendices 5)

Agreed by all that Chairman McAndrew will call an extraordinary meeting to take place on the 22<sup>nd</sup> February 2016 at 7.30pm in the Parish Hall in order to give members of the community an opportunity to share their views on the report's findings.

**Clerk to place report on the Parish Website, Facebook and Twitter.**

Copies of the report to be circulated with the Bulletin.

Additional copies to be made available in the Church.

## **10. Cheshire West and Chester's Standards Parish Representative**

Cllr McAndrew left the room whilst this item was discussed and Chairmanship was passed to Cllr Brudenell.

**It was agreed by all that Cllrs would read through and make their selections privately away from the meeting and would notify the Clerk of their votes no later than Friday 15<sup>th</sup> January 2016.**

**Clerk to then collate results and advise ChALC of the outcome.**

## **11. Recent Applications approved by CWAC for information only:**

**(i) Application Number:** 15/04580/FUL

**Proposal:** Single storey building to form an additional classroom (amendment to Approval 15/03692/FUL)

**Location:** Great Budworth Church Of England Primary School , School Lane, Great Budworth, Northwich, CW9 6HQ

**(ii) APPLICATION NUMBER:** 15/04122/FUL

**PROPOSAL:** Demolition of classroom, nursery and boy's centre, 2 new classroom blocks, pavilion and relocated parking facilities.

**LOCATION:** Cransley School Belmont Hall Belmont Road Great Budworth

**(iii) APPLICATION NUMBER:** 15/04123/FUL

**PROPOSAL:** Demolition of classroom, nursery and boy's centre, 2 new classroom blocks, pavilion and relocated parking facilities.

**LOCATION:** Cransley School Belmont Hall Belmont Road Great Budworth

## **12. Planning and Staffing Assessment Committees Terms of Reference**

Planning Committee Terms of Reference proposed by Cllr Lee, seconded by Cllr Torrance and agreed by all.

Staffing committees Terms of Reference proposed by Cllr Brudenell, seconded by Cllr Collier and agreed by all.

### **13. Clean for the Queen**

It was decided by all that the Parish Council did not wish to take part in the Clean for the Queen event in March 2016 but would like to celebrate her birthday with a separate event in June 2016.

### **14. Pedestrian Walkways in Great Budworth**

**It was agreed that the Clerk would report to CWAC Highways:**

- **The leaves and mud currently on Westage Lane.**
- **The pavement between Great Budworth and Comberbach**
- **The hedges by Cock Farm**

**It was also agreed that the Clerk would ask CWAC Highways whether it would be possible to pave over the cobbles on one side of Church Street. This is not a formal request – just information seeking at this time.**

### **15. Parish Field Update**

Clerk advised that she had received a response from Luke Peaker in the CWAC Highways who had no issue in theory with either the mesh for the field or a change to the 28 day limit of parking on the field. However, further clarification is required from CWAC Planning department about next steps.

Clerk requested that Rachel Evans from CWAC Planning department attend the Planning Committee meeting on the 1<sup>st</sup> February 2016 – but she is unable to.

**Clerk to seek further information from Rachel Evans and report back at the Planning Committee Meeting.**

### **16. The Role of Councillors appointed to local organisation committees**

**It was agreed by a Terms of Reference would be created in relation to this matter and agreed at the Annual Meeting of the Parish Council in May 2016. Cllr McAndrew to action.**

### **17. Ex officio members**

It was agreed by all that the guidance provided by NALC (Appendices 6) be used when the need for an ex officio member arises.

**9.10pm District Cllrs Gibbon and Hammond left the meeting.**

### **18. Parish Council Website and email addresses**

**It was agreed by all that the Clerk contact Nick Baron Morgan and ask about whether it is possible for the ownership of the domain for the great.budworth.com website be transferred to the Parish Council and if there are any cost implications involved.**

It was agreed by all that there is not a need for any of the Parish Councillors to have formal Parish Council email addresses as they do not generally correspond with members of the electorate in this way.

**It was agreed that ideally the Clerk would have such an email address though – Clerk to contact Nick Baron Morgan about this.**

**Clerk to also clarify with Nick Baron Morgan what ongoing web support he is able to offer and to establish whether it is necessary for greatbudworth.com to be supported more formally by a dedicated web company and the costs involved in this.**

## **19. The Top Pumphouse**

Cllr Torrance reported that the repair work to be undertaken by Turners and that was agreed by CWAC Conservation Department is to commence on the 18<sup>th</sup> January 2016.

## **20. Finials**

Guy Potter has kindly agreed to pay for half of the originals Finials order.

Final cost to the Parish Council (inc.VAT) £2900 which covers the costs for half the original Finials order and the cost for the additional rings around 2 of the Finials.

Guy Potter to provide an invoice to the Parish Council for the original Finials cost.

Company that are providing the additional rings to the 2 Finials will invoice the Parish Council separately.

**Clerk to send a letter of thanks to Guy Potter for his generous donation.**

## **21. The Avenue**

Tree tenders have been received from Treefellers and Nick Bowman for the work to The Avenue Trees.

Additional information was sought from both companies regarding costs and general work practices.

It was agreed by all that in principal Treefellers would be awarded the work to be carried out over the next 3 years.

However prior to the tender being formally accepted it was agreed that a method statement demonstrating their safe methods of work be submitted by Treefellers and approved by Cllrs Brudenell and Collier before formal acceptance is made.

**Clerk to contact Treefellers.**

## **22. CWAC Cultural Services Review**

This matter has been addressed – an article was previously placed in the Budworth Bulletin. No further action required.

## **23. Issues with the A559**

Agreed by all that Cllr McAndrew would represent the Parish Council on the Working Party for this matter.

## **24. Parish Issue**

i. It was agreed that the Parish Council would like to arrange an event for the Queen's birthday on the 12<sup>th</sup> June 2016 – further details to be discussed and decided at the March Parish Council Meeting.

ii. A budget of £100 was agreed for dog fouling signs to be made for the village.

**Cllr Kershaw to provide Clerk with costing's and details.**

iii. It was agreed there was a need for additional dog litter bins at the Farthings Lane end and the Westage Lane end of The Avenue.

**Clerk to contact CWAC.**

**25. Dates of Meeting** – 7<sup>th</sup> March 2016 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 9.35pm**

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

**Chairman**  
**7<sup>th</sup> March 2016**

Caroline Marshall, Clerk to Great Budworth Parish Council  
6 Massey Avenue, Hartford, Northwich Cheshire, CW8 1RF  
Tel: 01606 259960 Email: [greatbudworthparishclerk@gmail.com](mailto:greatbudworthparishclerk@gmail.com)