

# MINUTES of the GREAT BUDWORTH PARISH COUNCIL

## ORDINARY MEETING

held at the Parish Hall at 7.30pm on MONDAY 4<sup>th</sup> MARCH 2019

Meeting opened at 7.30pm

### 1. ATTENDANCE

**ACTION**

Chairman: R. Collier

Council Members: H. Forwood (HF); A. Lee (AL); M. Torrance (MT); P. McAndrew (PMc); L. Hopkinson (LH); J. Travis (JT).

Also present: G. Ayres (Parish Clerk); 3 members of the public.

### 2. APOLOGIES

H. Brudenell; Cllr D. Hammond.

### 3. DECLARATIONS OF INTEREST

None declared

### 4. MINUTES OF PREVIOUS MEETINGS

a) It was agreed that the minutes of the Ordinary Meeting of the Parish Council held on 7<sup>th</sup> January 2019 were an accurate record. Minutes signed by the Chairman.

b) It was agreed that the minutes of the Finance Committee Meeting held on 7<sup>th</sup> January 2019 were an accurate record. Minutes signed by Chairman.

### 5. REPRESENTATIONS FROM THE PUBLIC

A member of the public reported that, despite assurances from a District Councillor at the previous meeting, the ruts in the grass verge at Smithy Lane have not been repaired. The Clerk will contact the Councillor about this.

**GA**

Another member of the public wished to speak about the renovations to the Lower Pumphouse and it was agreed that this would be best done under item 6e of the agenda.

### 6. MATTERS ARISING

#### a) Westage Lane and Heath Lane

The Clerk reported that an email has recently been received from Cheshire East confirming that the roadworks have been finished and the road is now open again.

#### b) Traffic Mirror on Westage Lane

The Clerk has sent an email to the landowner confirming the information received from the Parish Council insurer and awaits a reply.

**GA**

#### c) Parish Hall Lease

Cllr. R. Collier reported that he had held an informal meeting with the Chairman of the Parish Hall Committee and Mr. Wilkinson at which, amongst other things, the possibility of closing the charity, under which the Hall operates, was discussed.

The next meeting is planned for 13<sup>th</sup> March. It is understood that this is the AGM of the Parish Hall Committee and all Parish Councillors are welcome to attend. The issue of improvements to the hardstanding and preferred materials will be discussed at that meeting.

**RC  
All**

For the sake of consistency, the Parish Council will suggest that the Parish Hall Committee adopt a similar approach to transparency of procedures and financial reporting as the Parish Council itself by posting agendas, minutes and financial reports on the Parish Hall page of the website. The Clerk would be happy to help upload material.

**RC**

**GA**

#### **d) Website**

Most of the issues outlined in the Clerk's report have been resolved at a meeting with the website developer. He has been very helpful in making the improvements and the Council is pleased with the outcome. Now that the structure of the website is in place, the Clerk will spend some time updating the content.

**GA**

While the Council will wish to maintain some editorial control over matters posted as news and events, it is hoped to engage local organisations to input information to their own pages and keep that up-to-date.

Cllr. L Hopkinson will prepare an article on the website for the May issue of the Bulletin with a view to engaging local organisations / clubs and drawing the public's attention to it.

**LH**

The Clerk will continue to post all Parish Council meeting documents on the website so that members of the public can see them and Councillors no longer need to print off the papers for meetings.

**GA**

#### **e) Lower Pumphouse**

As discussed at the Finance Committee meeting, quotes for the proposed renovations are still awaited.

In terms of the work proposed to the oak tree, the CW&C Tree Officer has confirmed that, as it is in a Conservation Area, approval must be sought. The relevant forms have been submitted and if the Council has heard nothing within six weeks it can proceed. However, an issue has arisen in connection with the ownership of the tree. It is not known whether the Council actually owns the land on which it stands and will need to be clear about this before commencing work.

As this is a joint project, it was agreed that a representative of the Heritage Society will speak with the owner of adjacent land to i) ascertain ownership and ii) ask if they are happy for the proposed work to be undertaken by the Council on the grounds of public safety and to protect the fabric of the Pumphouse. This will be confirmed in writing.

**R. Bowman  
Heritage  
Society**

If ownership is still not clear, the Clerk will approach HM Land Registry for information.

**GA**

#### **f) Kissing Gate**

It has proved impossible to contact the contractor whose quote was previously approved and it is thought they may have gone out of business. It was agreed that the other contractor (WAP Lawton) will be approached by the Clerk to ascertain if their quote still stands and, if so, to go ahead with the work replacing the stile with a kissing gate.

**GA**

#### **g) Damaged Fence on the Avenue**

The damage was due to an incursion by cows and has now been repaired. In the course of investigations it became clear that for some long time the adjacent kissing gate has been

missing a spur. This was not felt to jeopardise safety and so the Council agreed not undertake further works on it.

#### **h) Lime Trees on High Street**

Cllr. M. Torrance met with the owner of Noah's Ark. He assured her that the trees will be professionally pruned / pleached 2-3 times a year to enable as much light as possible to filter through the branches. The Council agreed to seek a maintenance plan from the contractor planting the trees to secure this.

**MT**

Work will commence shortly and Cllr. Torrance will give the owner adequate notice of this.

**MT**

It will be important for the new trees to be well watered. The Council will investigate various options for this including asking the adjacent owner / neighbours / Garden Club to water them or engaging a contractor such as Nick Bowman or John Eaton.

**MT**

#### **i) Pension Auto-enrolment**

The new Clerk has been enrolled into NEST and once she has access to the bank account will ascertain how to action payments.

**GA**

### **7. FINANCIAL REPORT**

The recommendations from the Finance Committee Meeting on 4<sup>th</sup> March 2019 were noted and agreed by the Council. The Council resolved to make the new Parish Clerk an authorised signatory on the bank account.

**GA**

### **8. MEETING DATES 2019**

The meeting dates were agreed subject to changing the September date to avoid the Clerk's holiday. The Clerk will amend the list, put it on the website and circulate it to members, District Councillors and the person responsible for Parish Hall bookings.

**GA**

### **9. PARISH COUNCIL ELECTIONS**

The Council were advised of critical dates and the advice from ChALC that prospective candidates should be responsible for delivering their own completed forms to CW&C. An appointment system will be in place for this.

**All**

Cllrs. H. Forwood, L. Hopkinson and P. McAndrew advised they would not be seeking re-election. The Clerk will approach Cllr. H. Brudenell to ascertain her intention.

**GA**

The Council agreed to "advertise" for candidates using the templates provided by ChALC. The Clerk will place the shorter one on the website and on the noticeboard. Cllr. A. Lee will place the longer one, suitably topped and tailed, in the next Bulletin.

**GA  
AL**

### **10. SMITHY LANE**

#### **a) No Parking Signs**

It was agreed that the Clerk will purchase one ground-stake sign for approval by the Council. The Council chose the green sign referring to the grass verge, with the 500m stake, from Stocksigns.

**GA**

**b) Surface Improvements**

Although the Council accepted that work will be needed in the long term, it was not felt that improvements are required at this time.

**11. SCHOOL LANE SURFACE REPAIRS**

See item 13 below.

**12. CENTRE VILLAGE PARKING**

The Council agreed to seek the provision of thin yellow lines in the centre of the village to discourage inconsiderate parking (on the understanding that disabled drivers can legally park on these).

The views of the CW&C Highways Department will be sought at the meeting to be arranged under item 13.

**13. JOINT HIGHWAYS INSPECTION**

The Clerk will contact CW&C Highways Department to arrange a joint walk around the village, including Heath Lane and School Lane, to identify issues of poor repair and get these addressed.

**GA**

**14. FORGE BROOK BRIDGE**

Representatives from Marston Parish Council will be invited to attend a future meeting of the Great Budworth Parish Council to discuss what they are looking for in terms of support for the re-instatement of Forge Brook Bridge (otherwise known as Marbury Bridge) and footpath

**GA**

**15. GARDEN BENCH ON THE AVENUE**

This will be paid for by existing funds from the New Year event. A location at the end of Farthing Lane was considered suitable subject to the seat being secured to the ground and the existing waste bin being relocated. Cllr. H. Forwood will action this.

**HF**

**16. OPERATION LONDON BRIDGE**

The report was accepted for information only as it was felt action is not required at this time.

**17. PLANNING**

The Council has no objections to either 19/00328/FUL Spinneys, Smith Lane or 18/04435/FUL Brecon, Heath Lane. The Clerk will advise CW&C.

**GA**

**18. SOCIETY OF LOCAL COUNCIL CLERKS**

The Clerk reported that recent meetings had proved very useful networking opportunities.

**19. CW&C TOWN & PARISH CONFERENCE**

Cllr. J. Travis gave a verbal report, for information only, on his attendance at this event.

Meeting closed at 9.00pm.

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