**Minutes of the Great Budworth Parish Council Ordinary Meeting held at the Parish Hall on Monday 6th November 2023**

**Finance Meeting**

The meeting opened at 6.30pm

**Present:** Chairman Karen Hammond (KH) Deputy Chairman David Wilkinson (DW)

Parish Councillors: Malcolm Torrance (MT) Steven Jennings (SJ) Karen Williams (KW) Chris Wise (CW) Parish Clerk – Janet Bennett (JB)

**Apologies:** Cllr Justin Culver (work commitments) and Cllr Steve Coppell (work commitments)

1. **FINANCE and BUDGET** 
   1. Payments authorised:

|  |  |  |
| --- | --- | --- |
| **Payee** | **Invoice details** | **Amount £** |
| Janet Bennett | September salary (6 hours per week @ £12.00 per hour) | £312.00 |
| Janet Bennett | Expenses for: July (£10.00) – August (£10.00) – September (£10.00) & October (£16.00) | £46.00 |
| SLCC for Local Council Professionals | Branch conference attendance – Karen Hammond | £45.00 |
| Gallagher Insurance | Great Budworth Parish Council 2023 – 2024 insurance | £1527.11 |
| Janet Bennett | October salary (6 hours per week @ £12.00 per hour) | £312.00 |

* 1. To note Parish Council Net balances at 31/10/2023

NatWest Business Current Account £31,112.15

NatWest Business Reserve account £2.13

Petty cash NIL

Total NET balance £31,114.28

JB confirmed that a meeting was held with SCRIBE accounting on 31/10/2023 reporting that all accounts and banking were up to date on 31/10/2023. It was suggested that the current balance on SCRIBE be transferred to the NatWest bank account. All Councillors present agreed.

JB and Councillors talked through the budget, including Expenditure and Income. From 1st April 2023 to 31st October 2023. 25.2% of the allocated budget has been used.

No questions or concerns were raised by Councillors.

* 1. Agree Parish Clerk renumeration & contracted hours.

KH asked JB to leave the room during this discussion.

It was agreed that amount due to Parish Clerk would be calculated and added to the Clerk’s salary at the end of the month.

**Ordinary Meeting of Great Budworth Parish Council**

The meeting opened at 7.00pm

**Present:** Chairman Karen Hammond (KH) Deputy Chairman David Wilkinson (DW)

Parish Councillors: Malcolm Torrance (MT) Steven Jennings (SJ) Karen Williams (KW) Chris Wise (CW)

Parish Clerk – Janet Bennett (JB)

Marbury Ward Councillor – CCllr Lynn Gibbon (LG)

Members of the Public: Don Hammond (DH) Bill Anderson (BA) Jenny Bowman (JBow) Steve Balfour (SB)

1. **Welcome & Attendance:**

Chairman Karen Hammond welcomed Councillors, members of the public & opened the meeting.

1. **Apologies:**

CCllr Norman Wright, CCllr Phil Marshall, Diana Wiggins (PCSO) Cllr Justin Culver (work commitments) and Cllr Steve Coppell (work commitments)

1. **Declarations of interest**:None
2. **Minutes from previous meeting** – The minutes of the meeting held on Monday 4th September 2023 were accepted. Proposed by Cllr Malcolm Torrance and seconded by Cllr Karen Williams.
3. **CCllr Lynn Gibbon provided updates for October 2023**

Cllr KH congratulated CClr Gibbon on her recent marriage.

**General**

* Members Budgets - request for applications or ideas from any local schools
* WRAC- no schools in Cheshire West affected
* Solar Together – CWaC working with other councils on a group buying scheme to make it cheaper, details available on the CWaC website
* Parish Clerks Teams Channel setup for distributing information
* Digital invites are being requested for Cllrs to attend PC Meetings
* PROW 3 new officers recruited, they will take a while to settle in and get to know the area
* Marbury 10-year plan for major/ other highways projects to help improve ward infrastructure submitted – Cllr LG will circulate for information. Now awaiting the outcome of whether any projects will be included
* Working with MP for Investment in Marbury related to Network North
* Speeding training . A bid is available for funding contact  <mailto:communityspeedmanagement@cheshirewestandchester.gov.uk>
* Members Budgets have not been fully used this year, grants are still available to claim from CCllrs budgets for village projects. Grants forms available vis CWaC website.
* Schools have been offered training on web awareness and wellbeing funded through members grants
* Age UK are providing funding for additional hours to allow volunteers to speak with aged residents who are lonely

**Consultations:**

* Participate Now - conversation for Residents and PCs accessible online
* **One Council Colleague Conferences** - in Northwich on 14 November, and Ellesmere Port on 28 November.  Providing staff with a chance to reflect on our collective role in supporting our local communities, sharing their views on current and future priorities, and celebrating their many achievements together.  There will also be a strong focus on health and wellbeing, to emphasise the importance of continuing to look after yourselves and colleagues.
* **Budget. consultation** - Funding our Future. Open until 10 December 2023, and will inform decisions on the overall budget proposed by Councillors in February 2024
* **Asset Management Strategy –**closing Sunday 3rd December on improving and maintaining housing stock through For Housing
* **Heritage Strategy**– closing date Monday 8th January, valuing and promoting our diverse heritage - From our Past Towards our Future to prioritise how heritage organisations and projects are supported now and in the future.
* **Borough Plan**2024 to 2028 – setting out a shared vision and priorities against 5 key questions

**Planning**

* Applications amount to approximately 500 outstanding borough wide which is down from 700
* Marbury - 52 - 34 with a case officer and 18 queued awaiting an officer.
* Marbury - 27 out of 34 over 3 months old, the other 7 are householder applications and will be determined in a reasonable timescale.
* Marbury - I application is over 4 years old in Wincham and is now a cold case

**Highways**

* General Road Repairs – plenty of activity across the ward, this is driven by both the regular surveys and reports through the App. Residents are to be encouraged to continue reporting road repair concerns)
* Soot Hill – now open
* Grids and Gulley Maps available for reference and addition. CCllr Phil Marshall to arrange the circulation of maps.

1. **Matters arising from previous meeting and new matters arising**

6.1 JB confirmed she has logged 5 reports on the CWaC website portal concerning blocked grids and gullies in Great Budworth, all have been acknowledged. Still awaiting completion of work.

6.2 JB explained that no update has been received from CCllr Phil Marshall regarding the concern about Japanese Nnotweed from Great Budworth residents. CClr Lynn Gibbon will follow this up.

6.3 Cllr JC had previously circulated a report of his meeting with local resident Steve Balfour (SB) concerning air traffic and noise. Cllr JC was not present at the meeting to provide an update, Cllr KH invited SB to provide a short summary of the discussion. SB has offered to deliver a talk to Great Budworth residents on the topic. This is planned to take place in the New Year

6.4 Following a conversation between KH and the farmer, the bales at Heath Farm have been moved back, away from the road. No further action required.

6.5 JB shared an updated from CWaC highways in relation to the proposed erection of a new sign at Southbank. CWaC have suggested this is not in keeping with the current signage at this location and would not recommend the new sign. Cllrs voted not to proceed at this time and would reconsider if concerns were raised in the future.

6.6 JB provided information on a quotation from Richard Janion to repair the misplaced slabs on the Lower Pump house roof. (labour & materials, £240.00). BA explained that he had spoken to a local roofer, Mr Woodward, who has completed the repair today 6/11/2023. BA has asked him to quote for further repairs to the side of the roof facing the High Street. The quotation will be emailed to the Parish Clerk.

6.7 KH reported that following a conversation with Ted Parry, the repainting of the telephone box will take place in March 2024.

6.8 D-Day 80th celebrations event, KH agreed to invite residents to a meeting to gauge enthusiasm to hold a small village event.

6.9 JB has spoken with the contractor who completes work in the village without public liability insurance and explained due the new 2023 risk assessment, we can no longer employ him. JB thanked him for his work.

6.10 Cllrs voted in favour of Anna Lee (AL) taking responsibility for running the Great Budworth village website on a voluntary basis. JB to share instructions & webinar with AL, KH & CW. Cllrs voted in favour of paying for a 1 hour training session with Nick Baron- Morgan @£30 per hour.

6.11 JB updated the meeting that despite trying to contact Madeline Davies from CWaC there has not been a reply providing any additional information relating to the Lower Pump House water quality following the August 2023 testing. CCllr Lynn Gibbon agreed to take this matter forward.

6.12 The village car park signage quotation from RJ Signs was £35.99 per sign. Cllrs voted to order 2 smaller signs (300 x 200). JB to order these from RJ Signs.

6.13 A discussion took place as to whether a 2nd defibrillator should be purchased. DW commented that he was aware the Bowling Club have agreed to install a defibrillator. KH to speak with Bob Wilkinson about where it will be located and if it would be accessible for village use.

6.14 JB confirmed that the Bowling Green lease has been retrieved from Cllr SJ and shared with Tony Flynn. No further action.

6.15 JB explained that following advice to obtain additional quotes for the insurance, JB identified that the insurance is tied in with current the insurers, Gallaghers, until 2025. No further action.

6.16 KW provided the following update in relation to promoting the village for filming: Currently Gt Budworth doesn't appear on any film search locations; the village has no visibility and requires its profile raising. This could be done by putting a "brochure" PDF together about/on Gt Budworth to forward to relative websites. A recently created website where a location such as Gt Budworth could be registered is FILMING IN ENGLAND Partnership. This site has been created with film office partners and the partnership connects organisations such as local authorities to help create a profile for interested parties. VISIT CHESHIRE is the Official Tourist Board for Chester and has a section "Film and TV Locations in Cheshire". Gt Budworth village could be added to this section. Gt Budworth website could also add a section specifically for TV/Filming opportunities within the village. Key words need to be used allowing Google to increase search ranking. The Daily Mirror in 2021 published a substantial article on filming in Gt Budworth, this could be added to the GB website and used to support any advertising material. It reads "Picturesque village popular with film crews that's like stepping back in time".

It was agreed that KH, KW and AL will meet to discuss the way forward.

6.17 Cllrs voted in favour of the Speed Indicator Device (SID) being located on Budworth Lane, Great Budworth for 1 month. JB to inform Comberbach Parish Clerk

6.18 Cllrs voted in favour of amending the minutes of the March 2023 meeting removing the name of a resident following a request to do so. JB to amend the minutes and update the website

6.19 Cllrs voted in favour of allocating £300.00 of Parish Council funds toward this year’s village Christmas tree. MT & DW will arrange to purchase and collect the tree.

6.20 Following a recent conversation at the school, KH was made aware that new planning proposals will be submitted to CWaC relating to the school fence. JB confirmed there is no recent update on the CWaC planning portal.

6.21 There has been an increase in the number of parents driving cars down School Lane to drop off their children at the school gates. KH spoke to the Headteacher who did notify parents but there seems to have been little change recently. KH will re- approach the school.

6.22 Cllrs voted against joining with Marston Parish Council proposal to reduce the speed limit on A559 to 40mph. JB to update Marston Parish Clerk.

6.23 KH attended a Conference where PC Andrew Kevan from Cheshire Constabulary gave a Cyber Fraud presentation, KH found the presentation very informative and asked him if he would repeat the presentation for Parish Councillors and residents of Great Budworth. PC Andrew Kevan has agreed to attend the Parish Council meeting in March 2024 . The event will be advertised in the Bulletin and across the village

6.24 KH informed the meeting that the current Parish Clerk, Janet Bennett has resigned and will leave the role on 15th November 2023. KH confirmed she will advertise the vacancy locally and via CHaLC.

1. **Planning**

Applications received:

|  |  |  |  |
| --- | --- | --- | --- |
| Application reference | Address | Planning details | Comments |
| 23/02527/TPO | Newlands 17 Westage Lane Great Budworth Northwich CW9 6HJ | Oak (T1) - Previous pollard work carried out; crown now requires to be thinned of some of the epicormic growth. Cherry (T2) - Small crown reduction 3m to allow space to Oak. | Approve – No concerns |
| 23/02872/FUL | Cransley School Belmont Hall Belmont Road Great Budworth Northwich CW9 6HN | The erection of a single storey classroom building within the grounds of Cransley School (retrospective) | Approve – No concerns |

1. **REPRESENTATIONS FROM THE PUBLIC**

None

**The meeting closed at 20.24pm**