

WINCHAM PARISH COUNCIL

MINUTES OF THE MEETING OF WINCHAM PARISH COUNCIL HELD ON WEDNESDAY 19 MARCH 2014 at 7.30 PM IN WINCHAM COMMUNITY CENTRE

Present:

Parish Councillors: P O'Halloran, K Barker, D Turner, D Pugh, A Makepeace and L Moss.

Ward Councillors: N Wright, M Byram and D Hammond

Parish Clerk: N Morris

No concerns were expressed during the public forum.

1. Apologies for absence

Cllrs B Cooke, D Cooke, R Casson, I Parr and F Smith were absent and apologies had been received from Cllrs Smith and Parr.

Resolved to accept apologies from Cllrs Smith and Parr.

Proposed: Cllr Barker

Seconded: Cllr Turner

(PCSO Hambleton also sent his apology.)

The Chairman directed that Cllrs D Cooke, B Cooke and R Casson be recorded as absent.

2. Declarations of any

(a) disclosable pecuniary interests or

(b) other disclosable interests

As are required under Chapter 7 of the Localism Act 2011.

No declarations were made.

3. Request for Dispensation

The Clerk invited any members who had a Disclosable Pecuniary Interest in any items on the agenda to provide her with an application for dispensation under section 33 of the Localism Act 2011 to enable members to participate in discussions and voting.

No applications were received.

4. Minutes of the Parish Council Meeting on Wednesday 12 February 2014.

Resolved that the Minutes for the meeting held on Wednesday 12 February 2014 be confirmed as a correct record.

Proposed Cllr Turner

Seconded Cllr O'Halloran

5. Matters Arising from Previous Meeting.

No reports were received.

6. A report was received from the Unitary Councillors.

The Unitary Members departed.

7. Alison Armstrong Senior Manager - Partnerships & Development

Cheshire West and Chester Council was welcomed and discussed the community governance review within Wincham and within its neighbouring parishes.

Within Cheshire West and Chester Council there are 166 civil parishes, including 2 unpopulated parishes in Chester. A review is being conducted across all the parishes in the borough. Northwich is the largest parish with 20,000 electors. One third of the population is unparished.

Through the review, parishes can be grouped, parishes can be abolished, amalgamated and new parishes can be created. The size of parish councils can be changed, the name of the parish and the parish boundaries changed.

The review will consider whether the parish council is accessible, effective and convenient and makes sense on the ground. The process should be completed by October 2014 so that any changes are in place by April 2015, ready for the elections in May 2015.

The deadline for submissions is 25 April. Ms Armstrong will then report back to her Committee by the end May.

8. Patrick Lomax sent his apologies to the meeting.

9. Plans for the war memorial and memorial garden were discussed:

- i. Helen Green and Michael Watts, residents of Wincham were welcomed and discussed their research of the war dead of Wincham;
- ii. Consideration was given to the wording to go on the stone tablet, above the names of the dead. Mrs Green suggested that the war memorial should read:
"Their names will live forever more".
- iii. A copy of the booklet written by Mrs Green will be given to the school and one will go to Northwich library. Mrs Green has photographs of the men who died, but acknowledgement should be given to the Northwich Guardian if the photographs are used.
- iv. Information about Pickmere and its residents will not be recorded on the war memorial or the information boards.
- v. Consideration was given to taking out a subscription to the Gardening for Disabled Trust to enable the Parish Council to apply for a grant for a raised flower bed and bench to go in the memorial garden to enable disabled and infirm members of the community to be involved in the weeding and tending of the flower beds.
Resolved that the Parish Council should take out a subscription to the Gardening for Disabled Trust.
Proposed Cllr Barker
Seconded Cllr Makepeace

10. PCSO Hambleton sent his apologies to the meeting.

11. A report was received from a WCC representative.

12. Options for a Christmas tree for Wincham were considered:

Resolved to set up a Christmas Tree Working Party consisting of Cllrs Turner, Moss, Turner and O'Halloran, together with Mrs Brenda Yates.

Proposed Cllr Barker
Seconded Cllr Makepeace

13. Linnards Lane Playing Field:

- i. The clerk requested, but did not receive completed inspection sheets of the playing fields for the following dates for the inspections conducted by councillors:

29/12/2013	Cllr Turner
5/1/2014	Cllr Parr
12/1/2014	Cllr O'Halloran
19/1/2014	Cllr Pugh
26/1/2014	Cllr Makepeace
2/2/2014	Cllr Barker
9/2/2014	Cllr Casson
16/2/2014	Cllr Turner
23/2/2014	Cllr Parr
2/3/2014	Cllr O'Halloran
9/3/2014	Cllr Pugh

- ii. The councillors noted the rota for the next month for the inspections conducted by councillors:

16/3/2014	Cllr Makepeace
23/3/2014	Cllr Barker
30/3/2014	Cllr Casson
6/4/2014	Cllr Turner
13/4/2014	Cllr Parr
20/4/2014	Cllr O'Halloran
27/4/2014	Cllr Pugh

- iii. It was noted that the toddler equipment improvement scheme for the playing fields has now been agreed and funding arranged, except for the table tennis table and that clerk will investigate an additional grant application to cover this. The Parish Councillors noted with thanks the contribution made to arranging funding for the toddler equipment by Cllr Hammond.
- iv. Consideration was given to executing the agreement with SITA to unlock the payment of £25,000 for the play equipment in the Linnards Lane Playing Field. *Resolved that the SITA agreement be executed by two councillors and the clerk on behalf of Wincham Parish Council.*
Proposed Cllr Barker
Seconded Cllr Makepeace

14. Sub-Committees

- i. No sub-committees were planned to be held before the next Council Meeting.
- ii. No report was received from the HS2 Working Party. The Working Party will now be Cllrs Moss, Makepeace and Parr. The Working Party will write a letter in the newsletter, inviting residents to join.

15. Consideration was given to the implications of applying for a grant from the Police and Crime Commissioner for half the costs of a solar-powered interactive sign to calm traffic on Pickmere Lane which if successful would oblige the Parish Council to cover half the cost (ie approximately £2,700).

Resolved that the clerk endeavour to apply for a grant from the Police and Crime Commissioner on behalf of Wincham Parish Council.

Proposed Cllr Turner

16. Consideration of whether to alter the e mail arrangements for the clerk and councillors.

This item was postponed.

17. Consideration was given to purchasing identity badges and lanyards for the councillors and clerk at a cost of £2.50 for each badge. (Each badge would require a photograph.)

Resolved that the clerk purchase ID badges and lanyards on behalf of Wincham Parish Council, if photographs are provided.

Proposed Cllr Turner

Seconded Cllr Makepeace

18. Consideration of any response that the Parish Council may wish to make to the governance review currently taking place in neighbouring parishes of Lostock Gralam, Nether Peover, Allostock, Byley, Sproston and Lach Dennis.

This item was postponed.

19. i) Consideration of the process of governance review in Wincham.

ii) Consideration as to whether as part of the review of governance in Wincham, the Parish Council wished to submit comments.

This item was postponed.

20. It was noted with thanks that a grit bin has been donated by Snow Angels.

21. The Asset Register for Wincham Parish Council was considered.

Resolved that the Asset Register be approved on behalf of Wincham Parish Council:

Proposed Cllr Turner

Seconded Cllr Barker

22. The Financial Risk Assessment for Wincham Parish Council for 2013-14 was considered.

Resolved that the Financial Risk Assessment for Wincham Parish Council for 2013-14 be approved on behalf of Wincham Parish Council:

Proposed Cllr Pugh

Seconded Cllr Barker

23. The Wincham Parish Council Governance and Administration Documents for 2013-2014 was considered.

Resolved that the Wincham Parish Council Governance and Administration Documents for 2013-2014 be approved on behalf of Wincham Parish Council:

Proposed Cllr Turner

Seconded Cllr Pugh

24. The Wincham Parish Council Risk Assessment Document for 2013-2014 was considered.

Resolved that the Wincham Parish Council Risk Assessment Document for 2013-2014 be approved on behalf of Wincham Parish Council:

Proposed Cllr Barker

Seconded Cllr Turner

25. The Health and Safety Document for use by Wincham Parish Council for 2013-2014 was considered.

Resolved that the Health and Safety Document for use by Wincham Parish Council for 2013-2014 be approved on behalf of Wincham Parish Council.

Proposed Cllr Moss

Seconded Cllr Makepeace

26. Consideration of a request for a donation from Wincham C P School towards the cost of the Summer Fayre Programme and consideration of whether the Parish Council would want to accept an advertisement in the Programme. (Clerk's note: the last donation was made within this financial year and so any further donation should be made after 31 March.)

This item was postponed.

27. Consideration was given to renewing subscriptions to:

i. The Society of Local Council Clerks (£87)

Resolved that the subscription to the Society of Local Council Clerks be renewed.

Proposed Cllr Makepeace

Seconded Cllr Turner

ii. Cheshire Community Action (£50).

Resolved that the subscription to Cheshire Community Action be renewed.

Proposed Cllr Makepeace

Seconded Cllr Pugh

28. Consideration was given to the appeal for funds received from St John's Lostock Gralam for £500. (Clerk's note: in previous years, Wincham Parish Council has given an annual donation of £250. The last donation was within this financial year and so any further donation should be made after 31 March.)

Resolved that a donation of £250 be made to St John's Lostock Gralam on behalf of Wincham Parish Council and that St John's be encouraged to circulate a letter in the next Wincham Word appealing directly to the residents of Wincham for donations for the resurfacing of paths within the churchyard.

Proposed Cllr Turner

Seconded Cllr Makepeace

The clerk was asked to explain to St John's that the Parish Council supported the project, but did not have sufficient funds in its budget to donate more than £250.

29. Consideration of a request from Mrs Sue Statham for the Parish Council to write to George Osborne and to the DECC to express their concerns regarding anomalies in the planning specifications with regard to the current position of the Lostock incinerator.

This item was postponed.

30. Consideration of the plans for further investment in underground gas storage in Cheshire, to be known as the Keuper Gas Storage Project.

The clerk was asked to research where the gas will be stored.

31. Consideration was given to the composite Big Lottery Fulfilling Lives: Ageing Better Bid Opportunity being submitted by Age Concern.

Resolved not to pursue this

*Proposed Cllr Pugh
Seconded Cllr Turner.*

32. It was noted that some small clubs can experience problems in covering the hire fee for a full two hours of the Community Centre.

The clerk was asked to write to the Community Centre stating that the Parish Council had had concerns brought to it about the minimum period of hire of 2 hours. The clerk was asked to propose a meeting between the Community Centre, the Parish Council and the School to explore how to move forward for the good of the village.

33. It was noted that training in the use of the defibrillator had been arranged for Wednesday, 26 March, 7.15-9.15pm.

34. Consideration of the draft guidelines to be drafted by Cllr Parr on donations from the Parish Council to be included on the website.

This item was postponed.

35. Consideration was given to moving the date of the April meeting from 16 to 23 April since the clerk will be away.

Resolved that the April meeting be moved to 23 April.

*Proposed Cllr Moss
Seconded Cllr Makepeace*

36. An update on the for the new village notice board.

This item was postponed.

37. Village Communication:

- i. A report was given on the newsletter. The deadline for copy for the next newsletter is Good Friday, 18 April.
- ii. There were no changes or additions for the village website.
- iii. An update was given on the Rural Arts Network.

38. Planning:

- a. Permissions were noted
- b. There had been no planning applications refused since the last meeting;
- c. There had been no planning applications submitted for consideration since the last meeting.

39. Accounts:

i. Consideration was given to authorising the payments below:

- | | | | |
|---|-----------|---------|---------|
| a) Northwich Town Council Invoice number 056 dated 30.1.14 – £225.60 - Contract work on Chapel Lane & Linnards Lane Playing Field:- | | | |
| 1 x 3 hours inspection | £70.50 | | |
| 5 x 1 hours paper picking/empty bins | £117.50 | £188.00 | |
| | VAT @ 20% | £37.60 | £225.60 |
| b) Simon Roberts additional invoice for extra 4 pages of the Winter newsletter | | | £47.00 |
| c) Annual SLCC membership | | | £87.00 |

d) Cheshire Community Development Trust: annual invoice for payroll services for Wincham Parish Council April 2013-March 2014	£140.00	
e) Annual Cheshire Community Action membership	£50.00	
f) Clerk's salary for March 2014	£309.00	
g) Clerk's payment for the Winter newsletter	£100.00	£409.00

Resolved that these payments be approved.

Proposed Cllr Barker

Seconded Cllr Turner

- ii. Current Net Balances were noted:

Current Account as at 3.3.2014	£200.00
Business Reserve Account as at 3.3.2014	£12,077.31
Bonus Saver Account as at 4.1.2014	£21,904.52
Less £10,000 transferred on 6.2.14 (£10,000.00)	£11,904.52
Total held at bank	£24,181.63

40. Correspondence:

The following items of correspondence were noted:

- i. Cheshire County Playing Fields Association Annual Report 2013.
- ii. Letter from Rev. Brian Harris thanking the Parish Council for support in maintaining the churchyard of St John's and informing the Parish Council of more work that is needed in resurfacing other paths and removing trees in the churchyard.
- iii. E mail from Sue Wallworth, complaining that the problem of walkers climbing into her field has not improved. (The clerk has invited her to write a letter or article in the next newsletter, highlighting the problem and asking people to take more care.)

It was noted that the portion of the path concerned is in Marston. The bungalow is in Marston.

41. Any Other Business

Cllr O'Halloran stated that he was concerned that Parish Councillors were missing Parish Council meetings and not sending their apologies in advance. He will write to all Parish Councillors expressing his concern.

The meeting ended at 9.57.pm.

*Naomi Morris
(Parish Clerk)
19.3.14*