



**MINUTES OF THE MEETING OF WINCHAM PARISH COUNCIL HELD ON WEDNESDAY 15 MARCH 2017
AT 7.30 PM IN WITTON ALBION WINCHAM**

Present:

Parish Councillors: I Parr, K Barker, A Makepeace, D May and R Casson

Parish Clerk: N Morris

No concerns were expressed during the public forum that was not dealt with elsewhere in the Minutes.

1. Apologies for absence

Apologies had been received from Cllrs D Pugh and D Turner,

Councillors N Wright, L Gibbons and D Hammond also sent their apologies.

Resolved to accept the apologies and it was noted that Cllrs B and D Cooke, F Smith and S Henshall were also absent.

Proposed: Cllr Makepeace

Seconded: Cllr Barker

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 received.

3. Minutes of the Parish Council Meeting on Wednesday 22 February 2017.

Resolved that the Minutes for the meeting held on Wednesday 22 February 2017 be confirmed as a correct record.

Proposed Cllr Barker

Seconded Cllr Makepeace

4. Matters Arising from Previous Meeting.

No matters were raised.

5. Reports from the Unitary Councillors were postponed, but Cllr Makepeace wished to put on record her thanks to the Unitary Councillors for the installation of the new street lighting.

6. It was noted with concern that the second interactive traffic sign is still not in place.

7. Discussion with Mr Raj Chandarana of HS2 was postponed in the absence of Mr Chandarana. It was hoped that Mr Chandarana would attend a later Parish Council meeting.

8. It was noted that Pastor Andy Webb was not at the meeting and the clerk was asked to remove this item from future agendas.

9. It was noted that Chief Inspector Meegan was not at the meeting, but that Superintendent Cockcroft will attend the May meeting to discuss policing matters.

10. Discussion with over policing around the Wincham area was postponed

11. The position of the Black Greyhound site was discussed. No application has yet been submitted. The clerk was asked to request general advice on the rules relating to building on Greenbelt from CWAC.

12. Planning:

i. APPLICATIONS RECEIVED

The following applications had been received, but no comments were made on any of these by the Parish Councillors.

Site Address:	38 Church Street Wincham Northwich Cheshire CW9 6EP
Proposal:	Two storey rear extension
Reference Number:	17/00473/FUL
Case Officer:	
Ward:	Marbury
Parish:	Wincham
How to comment online:	If you want to comment on this application or view all the application documents (including supporting documentation) please use our online Public Access system at http://pa.cheshirewestandchester.gov.uk/online-applications/ .
If you have any comments, please submit them by:	17 March 2017 We will not determine the application before this date. If you need more time, for example where the application raises complex issues, please contact the case officer to discuss.

Site Address:	Home Farm Linnards Lane Wincham Northwich Cheshire CW9 6ED
Proposal:	Extension of existing livestock building
Reference Number:	17/00751/FUL
Case Officer:	
Ward:	Marbury
Parish:	Wincham
How to comment online:	If you want to comment on this application or view all the application documents (including supporting documentation) please use our online Public Access system at http://pa.cheshirewestandchester.gov.uk/online-applications/ .
If you have any comments, please submit them by:	3 April 2017 We will not determine the application before this date. If you need more time, for example where the application raises complex issues, please contact the case officer to discuss.

ii.

Site Address:	52 Church Street Wincham Northwich Cheshire CW9 6EP
Proposal:	Parking space in front garden with new drop kerb to pavement
Reference Number:	17/00766/FUL
Case Officer:	
Ward:	Marbury
Parish:	Wincham
How to comment online:	If you want to comment on this application or view all the application documents (including supporting documentation) please use our online Public Access system at http://pa.cheshirewestandchester.gov.uk/online-applications/ .
If you have any comments, please submit them by:	31 March 2017 We will not determine the application before this date. If you need more time, for example where the application raises complex issues, please contact the case officer to discuss.

ii. It was noted that the Parish Council comments to 16/04057/FUL were now on the website.

13. The report by PCSO Hambleton was postponed.

14. The meeting was unaware of the reasons for the delay for the instillation of the defibrillator.

15. The notice boards within the parish was discussed

Cllr May had obtained several quotations for new noticeboards. The clerk was asked to put ratification of the choice of the cheapest quotation of £350 + VAT onto the next agenda.

16. The Community Spirit award was discussed.

The award process is under review and so it would appear that there will be no Community Spirit award for 2017.

17. Consideration was given as to whether to work with Marston Parish Council on a neighbourhood plan.

A meeting had taken place with 3 Marston Councillors. Marston has leafleted the whole parish, but the response from the public was very poor. Nonetheless, the Councillors are keen to pursue a joint Neighbourhood Plan with Wincham. There are a number of shared interests such as the Flashes. None of the Councillors, however, knows the full implications of what is involved and what would be the real benefits. It was noted that there are existing Neighbourhood Plans in existence. The clerk was asked to consult the clerks of some of the parishes who have prepared Neighbourhood Plans to learn more of what it has involved. The clerk was also asked to arrange a meeting with the advisor, Richard Thresh, with Marston PC to investigate the issues and procedures and costs in more depth.

18. The date for a community painting for the Linnards Lane railings was set to be Saturday, 8 April 2017 at 1pm.

19. Sub-Committees and Working Parties

- i. It was agreed that there were no planned dates for any sub-committees to be held before the next Council Meeting.
- ii. An update was received from the Grounds Maintenance Working Party to the effect that members wanted to arrange for the trees to be pruned before the growing season progressed.
- iii. There were no updates received from other Working Parties.

20. Linnards Lane and Chapel Street Inspections

- i. Responsibility for inspections was noted:

15/03/2017	Cllr Casson
19/04/2017	Cllr Parr
17/05/2017	Cllr Henshall
21/06/2017	Cllr May
16/07/2017	Cllr Barker

Inspection sheets are required for each individual week. Inspection sheets may be scanned and sent to the clerk at winchampc@talktalk.net or sent by post to 22 Churchfields Bowdon WA14 3PJ.

The clerk was asked to request contractors from CWAC to obtain quotations to repair the wet pour. This should be on the next agenda.

21. It was considered whether to provide money from the Parish Council funds to cover the CRTA annual fee for Wincham.

Resolved that the £100 CRTA annual fee for Wincham should be paid by the Parish Council since it is for the benefit of the residents of Wincham

Proposed Cllr Barker

Seconded Cllr Casson

22. The issue of water pressure within the village was discussed.

The clerk was asked to send a copy of these minutes to the Northwich Guardian with a request that the issue of poor water pressure be highlighted in the newspaper.

Water pressure will also be mentioned on Facebook with an invitation to anyone suffering problems to contact the clerk.

The clerk was asked to keep this matter on future agendas.

23. It was discussed whether to pay for the time spent preparing the newsletter.

Resolved that the Parish Council should pay the person preparing the newsletter a recognisably useful sum for the work involved.

*Proposed Cllr Makepeace
Seconded Cllr Barker*

24. The official papers for Wincham Parish Council were reviewed:
a) Wincham Parish Council Fixed Assets Register (Appendix E)

Resolved that the Parish Council confirms and endorses the Wincham Parish Council Fixed Assets Register
*Proposed Cllr Barker
Seconded Cllr Makepeace*

b) Wincham Parish Council Financial Risk Assessment (Appendix F)

Resolved that the Parish Council confirms and endorses the Wincham Parish Council Financial Risk Assessment

*Proposed Cllr Barker
Seconded Cllr Makepeace*

c) Wincham Parish Council Governance and Administration (Appendix G)

Resolved that the Parish Council confirms and endorses the Wincham Parish Council Governance and Administration

*Proposed Cllr Barker
Seconded Cllr Makepeace*

d) Wincham Parish Council Health and Safety Document (Appendix H)

Resolved that the Parish Council confirms and endorses the Wincham Parish Council Health and Safety Document

*Proposed Cllr Barker
Seconded Cllr Makepeace*

e) Wincham Parish Council Risk Assessment Document (Appendix I)

Resolved that the Parish Council confirms and endorses the Wincham Parish Council Risk Assessment Document

*Proposed Cllr Barker
Seconded Cllr Makepeace*

25. Consideration was given to reappointing the internal and external auditors.

Resolved that the appointment of the current internal and external auditors be renewed

*Proposed Cllr Barker
Seconded Cllr Casson*

26. Consideration was given to reappointing the current suppliers of payroll services.

Resolved that the appointment of the current payroll suppliers be renewed.

*Proposed Cllr Barker
Seconded Cllr May*

27. Consideration was given to the Data Protection information for Wincham Parish Council (Appendix D).

The clerk was asked not to post the Data Protection information on the website for the moment. The Parish Council will consider this issue further.

The clerk was asked to put Office 365 on the next agenda because the Councillors felt that it would be best practice if there were separate e mail addresses used for all matters relating to the Parish Council.

28. The present location of keys for the gate into Linnards Lane Playing Field and any additional keys belonging to the Parish Council was discussed.

Cllr May has a key to the Linnards Lane noticeboard.

The location of the keys to the bollards in the Linnards Lane Playing Field was not known. The clerk was asked if Northwich Town Council workers could very kindly copy the key for us.

The clerk was asked to establish a Key Register, once the keys have been cut.

29. Village Communication was discussed:

i. The newsletter:

ii. There were no changes or additions for the village website.

iii. There will be CRT performance put on in Wincham area on 31 March, called Holmes and Watson – the farewell tour. The performance is sold out.

30. Accounts:

i. The following payments were noted:

1. Donation to the North West Air Ambulance	£200
2. Payment to the Cheshire Rural Theatre Arts for the annual subscription for the village	£100
3. Donation to Wincham Community School for the Summer Fayre	£300
4. Clerk salary for March 2017 35 hours @ £10.30/hour	£360.50

Resolved that the above accounts be approved and paid in full.

Proposed Cllr Barker

Seconded Cllr May

ii. To note Current Net Balances

Current Account as at 3.1.2017	£200.00
Business Reserve Account 1. as at 3.3.2017	£21,415.43
Business Reserve Account 2. as at 5.1.2017	£11,999.03

iii. A review of the signatories to the bank accounts was postponed.

31. Correspondence

The following correspondence had been received:

1. An e mail enquiry from a resident concerning allotment provision within the parish.

The clerk was asked to refer the residents to the website of the National Association of Allotments.

32. Any Other Business.

- i. No takers had been found for the Halle tickets
- ii. Cllr May is looking at a date for the *Unsung Heroes* reception.

The meeting was declared closed at 9.30pm.

AGENDA PART 2

The remainder of the agenda was taken in closed session not open to the public or press and will relate to updating personnel matters.

Pending Issues

1. ***A possible banner against HS2.***
2. ***The war memorial.***
3. ***Cutting back of hedges to improve road safety***
4. ***Tree Preservation Orders***
5. ***Problems concerning local buses***

Naomi Morris
27 March 2017