

**HOUGH AND CHORLTON PARISH COUNCIL**  
**MINUTES OF ANNUAL GENERAL MEETING**  
**HELD 13<sup>th</sup> MAY 2016**

**PRESENT** Councillor A Broome (Chairman) Councillor G Bennion (Vice chairman)  
Councillors D Brickhill, M Johnston, D Hewitt; R Dodd; C Jardine  
Cheshire East Ward Cllr J Clowes

**16.1 APOLOGIES FOR ABSENCE**

Cllr Pywell, Cllr McFarlane

**16.2 DECLARATIONS OF INTEREST**

None

**16.3 CONGRATULATIONS TO CLLR BRICKHILL**

Cllr A Broome informed the Council that Cllr Brickhill had been made an Honorary Alderman and Honorary Freeman of Cheshire East. The council congratulated him.

**16.4 APPOINTMENT OF A CHAIRMAN TO SERVE UNTIL THE NEXT ANNUAL MEETING**

Cllr Broome was nominated by Cllr Brickhill and seconded by Cllr Hewitt. No other nominations were received and Cllr Broome was appointed as Chairman for the coming year.

**16.5 APPOINTMENT OF A VICE-CHAIRMAN TO SERVE UNTIL THE NEXT ANNUAL MEETING**

Cllr Bennion was nominated by Cllr Jardine and seconded by Cllr Dodd. No other nominations were received and Cllr Bennion was appointed as Vice-Chairman for the coming year.

**16.6 APPOINTMENT OF RESPONSIBILITIES**

It was agreed that responsibilities would remain unchanged apart from Cllr Hewitt being assigned the role of periodically providing an in-house audit of the accounts through the year. It was agreed that this should be done on a quarterly basis.

**16.7 MINUTES OF MEETING HELD ON 8<sup>th</sup> APRIL, 2016**

The motion to accept the minutes of 8<sup>th</sup> April was agreed by all present.

**16.8 NEIGHBOURHOOD PLAN**

The leaflet prepared by Cllr Clowes was discussed and it was agreed that the photographs included should be named.

Cllr Clowes informed that the Neighbourhood Plan website is underway and that meetings are due to be arranged at Hough, Wybunbury and Bridgemere.

Cllr Broome informed that Weston PC are to hold several drop-in sessions regarding their neighbourhood plan to which all are invited.

**16.9 CLLR CLOWES TO REPORT ON ANY FURTHER ISSUES**

Cllr Clowes reported from the recent Highways Meeting at Cheshire East. The only issue discussed to affect Hough and Chorlton was issues on Cobbs Lane, (moving signs).

Cllr Clowes is still waiting to hear back from the assessment regarding placing pavements around Wychwood Park.

The Basford Creamery Planning Application was discussed and important issues highlighted.

## **16.10 HS2**

Cllr Broome reported that the 'walk the line' was hopefully arranged for the 3<sup>rd</sup> June.

The response to the EIA Scope and Methodology Report Consultation 2016 has been prepared by Cllr Broome and the clerk and has been submitted.

## **16.11 CHESHIRE EAST BOROUGH DESIGN GUIDE SUPPLEMENTARY PLANNING DOCUMENT (SPD)**

It was agreed by all that Hough and Chorlton Parish Council have no response to make to this consultation at this time.

## **16.12 POLICE MATTERS**

### **16.12.1 SID REPORT**

Cllr Pywell had circulated the April SID report prior to the meeting. The average speeds are above 30mph and Cllr Brickhill informed that he has contacted Sergeant Bennet and asked for something to be done at Peak Traffic Times to assess this situation.

### **16.12.2 POLICE CLUSTER MEETING OF 25<sup>th</sup> APRIL 2016**

Cllr Brickhill attended this meeting and reported to the council there had been no significant issues in Hough and Chorlton.

### **16.12.3 NEXT POLICE CLUSTER MEETING – 25<sup>th</sup> JULY 2016**

Cllr Brickhill agreed to attend this meeting.

## **16.13 HIGHWAYS MATTERS**

### **16.13.1 BLOCKED DRAIN AND POTENTIAL FLOODING ON COBBS LANE**

The clerk was asked to email to pursue this further.

### **16.13.2 BLOCKED GULLIES ON NEWCASTLE ROAD AND OVERGOWN PAVEMENT**

The gully has still not been cleared and the clerk was asked to write a formal letter to Cheshire East to ask for a progress report.

### **16.13.3 HEDGE CUTTING ALONG NEWCASTLE ROAD**

Advice has been received from James Baggaley, Principal Nature Reserve Conservation Officer at Environmental Planning, Cheshire East. It has been recommended that the Parish Council survey the hedge, record this and that no cutting takes place within 4m of nesting birds. Cllr Bennion agreed to organise this with Jeff Rance.

### **16.13.4 BLOCKED GRID AND HOLE IN ROAD, BIRCH LANE**

These have been reported to Cheshire East by the clerk but, to date, there has been no progress. The clerk was asked to write to highways at Cheshire East.

### **16.13.5 HIGHWAYS MEETING, 13<sup>th</sup> APRIL, NANTWICH CIVIC HALL**

See Cllr Clowes report above (minute ref 16.9)

## **16.14 WEBSITE UPDATE PROGRESS**

The clerk reported that the website is live and photographs are required of each parish councillor.

## **16.15 PUBLICITY**

### **16.15.1 PAPER NEWSLETTER**

It was agreed that the paper newsletter issued two or three times a year is an asset to all, especially those without internet access

#### **16.15.2 EMAIL NEWSLETTER**

Cllr Broome thanked Cllr Hewitt for her work producing this email newsletter. It was agreed that this should continue to be produced by her as it is valued by those residents that choose to receive it and that she be allowed to use her discretion as to what items to include.

#### **16.15.3 WEBSITE NEWSFEED**

The clerk asked for the criteria for placing items on the website newsfeed. It was agreed that this would concentrate on the more important items and that Cllr Jardine and the clerk be allowed to use their discretion.

#### **16.15.4 NOTICEBOARDS**

It was agreed that the current system for placing important news in the noticeboards was satisfactory.

#### **16.16 PROPOSAL FOR PLAY/SPORT EQUIPMENT IN HOUGH AND THE COMMON**

Cllr Bennion presented the minutes and actions arising from the first meeting of the working party. These are available in a separate document.

#### **16.17 CHALC – MEETING OF 7<sup>th</sup> JUNE, 2016, 7:30pm WYCHWOOD VILLAGE HALL.**

It was agreed that Cllr Broome and Cllr Brickhill attend this meeting.

#### **16.18 CELEBRATORY EVENTS – QUEENS BIRTHDAY**

Cllr Broome informed the Council that a celebratory party will take place at the Elwood ladies Bingo Night on Wednesday, 15<sup>th</sup> June, 2016, arrival at 7:00 for a 7:30pm start. The Village Hall are providing Prosecco and a cake has been ordered as a contribution from the Parish Council.

#### **16.19 SERVICING OF THE CHAIRMAN'S COMPUTER**

It was agreed that £80 could be paid for the servicing of the Chairman's Computer. It was further agreed that the Chairman should be bought a new computer by the Parish Council as hers is old and it is only used for Parish Council business.

#### **16.20 ENVIRONMENTAL MATTERS**

##### **16.20.1 CONIFER ON THE CORNER OF COBBS LANE AND PIT LANE**

The clerk reported that she has been in contact with the property owners who have agreed to contact Scottish Power to arrange for the conifer to be cut.

##### **16.20.2 REPAIR OF COMMEMORATIVE PLAQUE ON THE GREEN**

Cllr Bennion reported that the plaque needs further trimming of the legs.

##### **16.20.3 CLUTTON'S FIELD**

The clerk reported that the apparent dumping of waste has been reported to the Environmental Agency who will investigate.

##### **16.20.4 THE COMMON – ROLLING AND THE MOLE PROBLEM**

Cllr Bennion reported that it has not been possible to complete this work due to the wet weather.

##### **16.20.5 MRS BIDDULPH – DONATED BENCH**

Cllr Bennion agreed to provide some maintenance for this bench.

##### **16.20.6 OTHER ISSUES**

Cllr Bennion reported that the hanging baskets are being replaced and that the Union Jack is now flying.

## 16.21 VILLAGE HALL UPDATE

Cllr Broome reported that a bingo evening is arranged for the 15<sup>th</sup> June, 2016 (see 16.18).

To celebrate 50 years of the Village Hall, Cllr Bennion has arranged for California Blue to play on the 24<sup>th</sup> September, 2016. There will be a bar and nibbles. Tickets will be on sale at the end of July for £7.00.

## 16.22 REVIEW OF RISK ASSESSMENT DOCUMENT

The clerk had circulated a draft Risk Assessment prior to the meeting for comment. The final document, dated May 2016, was presented. The Parish Council unanimously resolved to approve the Risk Assessment which was then signed by the chairman, Cllr Broome.

## 16.23 PLANNING MATTERS

### 16.23.1 Planning Applications Received since the meeting of 8<sup>th</sup> April 2016

16/2161N	18, Freshwater Drive Weston CW2 5GR	Change of roof style to single storey rear extension further to Planning Approval.
It was resolved that the Parish council have no objection to this application.		
16/1823N	26, Freshwater drive, Weston, CW2 5GR	Proposed side extension & conversion to the existing garage, along with raising the ridge height. Alterations to the front driveway with the addition of new brickwork piers and boundary walls to make the dwelling more private.
It was resolved that the Parish council have no objection to this application.		
16/1987N	Basford Old Creamery, Newcastle Road, CW2 5NQ	Full Planning Permission – New Industrial building replacing existing buildings, retaining B1, B2 and B8 classifications.
It was resolved that the clerk arrange a meeting to discuss more about what this application entails. Issues to consider were noted as noise, use and the design.		

### 16.23.2 Update on Outstanding Applications

16/1494N	7, Marton Close, Hough CW2 5RD	Proposed 2 storey side and rear extension and single storey rear extension. No decision to date.
16/0806N	17, Pit Lane Hough CW2 5RD	Construction of a single storey rear extension, construction of ensuite bathroom to master bedroom to include a new window in external wall and new window to read bedroom to be fitted to external wall. <b>Approved with conditions on 14<sup>th</sup> April.</b>

16/0795N	22, Springwater Drive, Weston CW2 5FW	Proposed rear extension (orangery). <b>Approved with conditions on the 13<sup>th</sup> April.</b>
15/5391N	The Anchorage, Waybutt Lane, Weston, CW2 5QA	Garage and Equipment Store for The Anchorage. The applicant has submitted some further plans with reduced height of roof by 1m. In addition, the height of entrance doorways is slightly increased to allow for agricultural vehicles. <b>Approved with conditions 19<sup>th</sup> April 2016</b>

## 16.24 FINANCIAL MATTERS

### 16.24.1 APPROVAL OF THE ASSET REGISTER DATED 31<sup>st</sup> MARCH 2016

It was agreed by all and resolved to approve the Asset Register dated 31<sup>st</sup> March 2016, which was duly signed by the chairman and clerk.

The clerk thanked Cllr Bennion and Cllr Jardine for their help in reviewing the council's assets.

### 16.24.2 APPROVAL OF THE ANNUAL GOVERNANCE STATEMENT 2015/2016

It was resolved unanimously to agree the Annual Governance Statement for 2015/2016. The chair, Cllr Broome, and the clerk signed the document.

### 16.24.3 APPROVAL OF THE ACCOUNTING STATEMENTS 2015/2016

It was resolved unanimously to agree the Accounting Statements for 2015/2016. The chair, Cllr Broome, and the clerk signed the document and also the ledger.

### 16.24.4 THE FOLLOWING PAYMENTS WERE APPROVED AND AGREED BY ALL PRESENT:

Clerk's Salary April	£425.00
Clerk's mobile phone contract contribution April	£10.00
SID payment – made by clerk	£10.00
Clerk stamps	£11.00
Hampshire Flag Company (paid by the clerk)	£52.85
Stationery and print cartridges	£62.64
Mr J Rance – grass cutting May	£460.00
Mr W Newton – Lengthsman May	£135.00
Webster's (Landscaping) May	£380.00
ChALC Annual Subscription	£475.65
ChALC – Local Council Review	£17.00
Hough Village Hall Hire (April 2015-March 2016)	£110.00
Newsletter delivery	£30.00
C. Jardine newsletter production	£25.00
PC Handyman (computer service)	£80.00
<b>TOTAL</b>	<b>£2284.14</b>

**16.24.5 CURRENT BALANCES AS OF THE 30<sup>th</sup> APRIL 2016**

Balance in current account as of 30/4/16	£25,757.94
Balance in Savings Account as of 30/4/16	£2,948.19
<b>TOTAL</b>	<b>£28,706.13</b>

**16.25 CHESHIRE EAST AND PARISH COUNCILLORS' REPORTS**

**16.25.1** Cllr Johnston informed that the Community Path by the White Hart needs attention.

**16.25.2** Cllr Brickhill raised a concern about the visibility splay when leaving Cobbs lane onto Newcastle Road due to the hedge. It was agreed that this should be on the agenda at the next meeting.

**16.26 QUESTIONS AND COMMENTS FROM MEMBERS OF THE PUBLIC**

None

**16.27 DATE OF NEXT MEETING:**

**The next meeting will take place on Friday, 10<sup>th</sup> June, 2016, at 7:30 in Hough Village Hall.**

**Chairman: A. Broome**

**Date :**

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