

HOUGH AND CHORLTON PARISH COUNCIL

MINUTES OF MEETING

HELD 7:30pm, 10th MARCH 2017, HOUGH VILLAGE HALL

PRESENT Councillors: A Broome (Chairman), G Bennion (Vice-chairman), C Pywell, V McFarlane, M Johnston, R Dodd
Two members of the public were also in attendance.

16.144 APOLOGIES FOR ABSENCE

Apologies have been received from Cllr Hewitt and Cheshire East Ward Cllr Clowes.

16.145 DECLARATIONS OF INTEREST

No declarations of interest were declared.

16.146 MINUTES OF MEETING HELD ON 10th FEBRUARY 2017

The motion to accept the minutes of 10th February 2017 as a correct record was agreed by all present with two corrections noted.

16.147 CONSIDERATION OF THE PARISH COUNCIL VACANCY

The clerk informed that confirmation that the Parish Council can co-opt has been received from Cheshire East. A deadline date for applications of the 31st March 2017 was proposed and agreed. The clerk was asked to advertise this in the noticeboards and website and to inform Cllr Hewitt for her newsletter.

16.148 POLICE MATTERS

16.148.1 SMART WHEELIE BIN STICKERS

The clerk reported stickers have been ordered.

16.148.2 SID DATA AND SPEEDING ON COBBS LANE

Cllr Pywell reported that he has not produced the data this month but will do two in April.

16.148.3 CROSS BOW INCIDENT ON WYCHWOOD PARK

It was noted that there is currently an incident on Wychwood Park

16.149 ENVIRONMENTAL MATTERS

16.149.1 JOB DESCRIPTION AND RISK ASSESSMENT FOR LENGTHSMAN – CONSIDERATION AND DISCUSSION OF THE DRAFT DOCUMENT

The draft job description and risk assessment, prepared by Cllr Broome, Cllr Bennion and the clerk and previously circulated, was reviewed. The purpose of the document was explained. and was approved by members present.

Cllr Bennion agreed to ask Mr Newton if he has a mobile phone to use whilst working.

16.149.2 WORK REQUIRED ON THE COMMON

Cllr Bennion informed the Council regarding the work required on the Common. Mole hills are a problem but it is currently too wet to be rolled and aerated. There is also a problem with a fallen tree which shall be put on the agenda for April.

16.149.3 DUST CARTS

Cllr Bennion informed that the green area on Marton Close is being damaged by bin waggons. The problem is caused by parked cars. The clerk was asked to write to residents to ask that they try to keep the area clear of the parked cars on the refuse collection days and to write to Cheshire East to inform them of the damage.

16.150 PROVISION OF DEFIBRILLATORS TO HOUGH AND CHORLTON

The clerk, Cllr Broome and Cllr Johnston updated:

- The third defibrillator, purchased for Wychwood Park, has been received.
- The Village Hall defibrillator needs the metal sleeve putting up to store it in. Cllr Bennion agreed to do this and to place it close to the door as suggested by the NW Ambulance Service.
- Cllr Broome agreed to progress the fitting of the metal storage sleeve at the security hut on Wychwood Park.
- The clerk agreed to contact Nick Blair of the North-West Ambulance Service to obtain some potential training dates. It was agreed that training will be advertised on the Website, on social media and by the email newsletter produced by Cllr Hewitt.
- Cllr Johnston agreed to be responsible for the monthly checks of the defibrillator at the Village Hall. The landlord of the White Hart has kindly agreed to check the defibrillator located there. Cllr Broome agreed to perform the monthly check of the Wychwood park defibrillator.
- Cllr Bennion suggested that a training log be kept. It was agreed that permission should be sought before making public any contact details. Cllr Johnston agreed to initiate the training log.

16.151 LOCAL PLAN CONSULTATION

Cllr Broome informed of the ChALC meeting on the 30th March at 7:30, Wychwood Village Hall, to discuss the Consultation on proposed sites for the Local Plan. It was agreed that Cllr Broome and the Clerk attend on behalf of the Parish Council.

16.152 UPDATE ON THE NEIGHBOURHOOD PLAN

Cllr Pywell proposed amending the motion on the agenda to read:

Motion to allocate up to £2000 of Hough and Chorlton's reserve money to the Wybunbury Combined Parishes Neighbourhood Plan project subject to further discussion and agreement should that figure be exceeded.

The motion was carried by majority vote.

It was further agreed that Hough and Chorlton's contribution (up to £1250) towards the Five-Year Housing Needs Survey be paid out of this £2000. The payment was approved and the Clerk was asked to progress this.

It was queried if Hough and Chorlton will continue to pay 40% for every bill incurred by the Neighbourhood Plan Steering group and not covered by grant money. It was felt that the Steering group could discuss this further and the Clerk was asked to write a letter, in consultation with Cllr Pywell, to ask for the future basis of allocating costs around the four Parishes.

16.153 CONSIDERATION OF THE VILLAGE FETE FUNDING MONEY HELD IN RESERVES

Deferred until the April meeting.

16.154 NEWSLETTER

Cllr Broome informed that the next edition of the newsletter will be published following on from the Annual Parish Meeting. Cllr Dodd agreed to help arrange printing and will report back on costs.

16.155 VILLAGE HALL UPDATE

16.155.1 VILLAGE HALL IMPROVEMENT UPDATE

Cllr Bennion reported that the work to replace the lighting is now complete and that it has been arranged to get quotes regarding the roofing work. Cllr Johnston queried the number of sockets and felt that there are insufficient.

16.155.2 GENERAL UPDATE

Forthcoming events are:
Monthly Bingo - March 15th
Quiz night - 24th March

16.156 TRAINING UPDATE

It was agreed that two places provisionally booked on the ChALC induction Course be cancelled.

16.157 PLANNING MATTERS

16.157.1 REQUEST FOR A MEETING WITH STEVEN GRIMSHAW, ASSOCIATE PLANNER.

The clerk was asked to write and to offer to meet prior to the May Parish Council Meeting.

16.157.2 PLANNING APPLICATIONS RECEIVED SINCE THE 10TH FEBRUARY 2017

None received

16.157.3 UPDATE ON PLANNING APPLICATIONS

16/3464N	Land adjacent to Chorlton lane	Change of use from agricultural to part agricultural and part keeping of horses. Retention of existing mess room and retention of existing septic tank and associated hard standing (retrospective). On 1 st March 2017, the Southern Planning Committee deferred a decision on application until a site visit could take place. The Clerk was thanked for speaking on behalf of the Parish Council.
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16.158 FINANCIAL MATTERS

16.158.1 BANK ACCOUNT CHANGE DUE TO CLOSURE OF THE CREWE BRANCH OF YORKSHIRE BANK

The clerk was asked to research the services offered by alternative banks and to report back to the Council.

16.158.2 INTERNAL AUDIT 2016/2017 FINANCIAL YEAR – APPOINTMENT OF AN AUDITOR

The clerk informed that an Internal Auditor needs to be appointed for the 2016/2017 accounting period. The clerk proposed either JDH Business Services, used by many Parish Councils in Cheshire, or AP Accountancy who she had introduced the previous year. It was resolved to ask last year's auditor, A.P. Accountancy, to be appointed Internal Auditor for continuity.

16.158.3 UPDATE OF THE ASSET REGISTER

It was agreed that Cllr Bennion and the Clerk update the asset register to be presented to the Council at the April meeting.

16.158.4 TO CONSIDER PAYMENT OF THE VILLAGE HALL CLEAN-UP BILL

It was agreed that bills received from Mike Webster relating to work at the Village Hall should be forwarded to the Village Hall Committee via Mrs Cynthia Jardine.

16.158.5 THE FOLLOWING PAYMENTS WERE APPROVED

Smart Wheelie Bin Stickers	£145.00 ***
Clerk's Salary February	£425.00
Clerk's mobile phone contract contribution February	£10.00
SID payment – made by clerk March	£10.00
Print cartridges – reimbursement to clerk	£27.90
Clerk travel expenses – February 10 th to March 10 th	£34.30

Clerk parking (Southern Planning Committee Attendance)	£2.10
Stamps	£7.88
A Broome –parking (Southern Planning Committee attendance)	£2.10
A Broome – Present and thank you cards – Cllrs Jardine and Brickhill	£20.88
Mr J Rance – grass cutting March	£460.00
Mr W Newton – Lengthsman March	£135.00
Webster’s (Landscaping) March	£380.00
Cardiac Science – defibrillator for Wychwood Park	£1140.00
Hough Village Hall (Hall hire payments)	£99.00
Hough Village Hall – donation towards lighting costs	£550.00
TOTAL	£3449.16

*** - This cheque was raised between meetings by the Clerk, Chair and Vice-Chair. Approval of the purchase was made at the February meeting.

16.158.6 CURRENT BALANCES AS OF 28th FEBRUARY 2017

Balance in current account as of 31/1/2017	£16,664.95
Balance in Savings Account as of 31/1/2017	£2,951.14
TOTAL	£19,616.09

16.159 FUTURE MEETING DATES

It was agreed that the July meeting be put back one week to the 21st July as the Clerk has a commitment on the 14th.

It was further agreed that Monday could be a potential future meeting day subject to Village Hall and Cllr Clowes availability.

16.160 PARISH COUNCILLORS’ REPORTS

16.160.1 Cllr Broome informed that she has been asked by the landscape gardener at Wychwood Park if the Parish Council would consider buying daffodil bulbs. It was felt that bulb purchasing and planting times should be investigated for Hough as well as Chorlton and that this be put as an agenda item at a future meeting.

16.160.2 Cllr McFarlane asked about the Village Fund Raising for improvements. Cllr Bennion informed her that the Village Hall Committee were in agreement in principle and that draft drawings and costing will need to be prepared for approval.

16.160.3 Cllr Johnston informed that the concrete works at Basford Creamery are encroaching on a neighbouring farmer’s field.

16.160.4 Cllr Johnston said that she would like minutes to be circulated as soon as possible after meetings.

16.161 DATE OF NEXT MEETING:

The next meeting will be the 13th April, 2017, 7:00pm, at Hough Village Hall.

Chairman: A. Broome

Date: