

Clerk to the Council: -
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Minutes of the Parish Council meeting of Walton Parish Council held at St. John's Community Church Hall, Old Chester Road, Walton, on Thursday the 5th April 2018.

Present

Councillor B M Price – Chair
Councillor D A Meacock – Vice Chair
Councillor A Jones
Councillor R Hardie
Councillor Y R Shaikh
Councillor D M Karalius
Councillor R D Bennett
Councillor G J Greenshields
Councillor S A Harris
Councillor S Davies

In Attendance

Parish Clerk R J Hallam
Residents 0
Observers Lara Jacob (Clerk Stockton Heath PC) and Judith Wheeler (Councillor for Appleton (excluding Appleton Thorn), Stretton, Hatton and Higher Walton)

The Chair opened the meeting at 7.23pm.

1. Apologies for Absence

There was an apology for absence from Councillor Taylor (illness).

2. Adjournment

There was no adjournment.

3. Minutes of the Previous Meeting

The minutes of the Parish Council meeting held on the 1st March 2018 were reviewed.

The Clerk identified a typing error on page 56, para. 167, 2nd line under Parish Warden 'ant' should read 'any'.

It was resolved that subject to the amendment the minutes be accepted as a true record.

On completing the minutes following the March meeting the Clerk identified that R D Bennett had been included twice on the list of councillor attendees for the February meeting. One of these should be replaced by Y R Shaikh.

4. Reports on Matters Arising from the previous minutes

The report had been issued with the meeting documentation. The Clerk said that there were some additions to the Report that had come about since the meeting documentation had been distributed.

Parish Election.

The Clerk explained that he had received an email from Alison McDonald the Electoral Services Manager asking the PC to confirm whether we were to pay the charges in one amount, or repay them over a period of up to 4 years. Councillors discussed these options.

It was resolved that the PC would pay the election charges amounting to £3291.11 in one amount.

Action – Clerk to advise Electoral Services and include on May's Accounts for Payment.

Local Plan Budget and items spent to date.

As instructed at the March meeting the Clerk had prepared a document 'Local Plan Spending'. This had been issued to all councillors so that they could reconcile and agree the spending. The document itemised all spending to date from the Local Plan budget, including all motions and action points from the minutes.

It was resolved that the PC formerly accept the report prepared by the Clerk.

Replacement Tree on the A56.

The Clerk advised that he had written to Miles Rickard the Trees and Woodlands Foreman at WBC, explaining the discussions that had taken place previously involving his predecessor and Dave Cotterill and asking for his views on how we could progress this forward.

Civic Service.

It was agreed that this had been a success.

37 had attended the service and 35 attended the lunch. 5 parish councils were represented, 15 from Walton Parish Council, 11 church representatives and 4 special guests.

The budget had been set at £500 and this was the cost of Lowton Caterers.

A56 Cycle/footpath.

Councillor Bennett confirmed that he had reminded the pony people about the responsibility to clear up any manure deposited on the path.

Porch House Farm

Councillor Hardie referred to an email sent by our Clerk to Mr. Priestner regarding those of the Planning Advisory Group who attended Porch House Farm to view the recent developments, our Clerk was not aware that on the evening prior to Cllrs. Karalius and Hardie's viewing, Cllr Hardie had viewed the property in the presence of the owner and Cllr. Meacock. The stages constructing the extensions to the garage block had been described to Cllr. Hardie and the confusion left by the viewing electronically portrayed drawings, was clarified.

5. Report from Borough Councillor S Harris (SH).

Litter Pick.

This has been provisionally arranged for Saturday 5th May 11am – 1pm and participants will meet at the Community Church Hall. This is a resident's event and was instigated by Councillor Harris and the organisers are the South Warrington Board. The SWB may send an invite to the PC asking whether they want to take part.

6. Data Protection – GDPR (General Data Protection Regulation)

The Clerk gave an outline of what would be required from the PC under these new regulations. Small PCs would be required to complete a list of all personal data held and this would need to be completed by the 25/05/18. The Data Protection Act 2018 would become an Act of Parliament by this date. A DPO (Data Protection Officer) will need to be designated it is likely that for smaller councils the Clerk may be able to fill this role, but this still has to be confirmed.

WBC have been approached by other PCs about the possibility of running a training course for Clerks and or councillors and confirmation on this is awaited.

Action – Clerk to update the PC on any further developments at next meeting.

7. To receive and accept the report from the Clerk on the Parish Accounts and to formally approve the accounts for payment.

The Clerk had issued with the Agenda the Financial Report (FR) and a copy of the Receipts and Payments Account for the current year to date, a copy of which is attached to these minutes.

The Clerk presented: -

Cheque number 001072	payable to R J Hallam	Clerk's Salary	£264.54
Cheque number 001073	payable to HMRC	PAYE/Tax	£66.13
Cheque number 001074	payable to R J Hallam	Office Expenses	£73.99
Cheque number 001075	payable to Lowton Caterers	Civic Service	£500.00

It was resolved that the Financial Report and the Accounts for Payment be approved. The cheques were signed by Cllrs. Hardie and Shaikh.

8. Audit and Annual Return.

It was resolved that the PC would not opt for exempt status.

Action – The Clerk to submit the Annual Return to the External Auditor on completion.

9. Parish Planning.

Councillor Greenshields explained that he had not done anything yet on this matter. He was happy at some stage to put something together which might include a Neighbourhood Plan. He would like to bring the residents of Walton closer in to what the PC was doing.

New guidance is coming out from Government around Local Planning, promoting Neighbourhood Plans as an influence on Local Plans.

Grappenhall and Thelwall PC are involved with a Neighbourhood Plan and it may be worth approaching them to get further information.

Action – Clerk to approach Grappenhall and Thelwall.

10. Land at Mill Lane.

Councillor Harris advised that she had visited the site of the activity on Mill Lane, as a result of the email received from Christine Hewitt, who had expressed concern about the possibility of an unlicensed gypsy encampment. Large gates had been erected. The administrator of the covenant is aware of what is going on. She felt confident that there was nothing untoward happening on the site and would keep a watching brief.

Enforcement do have it registered as a case.

Councillor Meacock said that his concern was that it could possibly be the start of a leisure caravan park.

Action – Councillor Harris to write to Jason Lewis at Enforcement and try and make contact with the land owner.

11. Two Acre Caravan Park.

The Clerk reminded councillors of the background.

Councillor Greenshields had prepared a draft letter in response to the letter sent by Andy Farrall on the 22nd December 2017. This had been circulated to all councillors. The Clerk read out the draft.

The contents of the draft were approved by councillors which included the PC's wish to raise a formal complaint. Copies of the letter are to be sent to Steven Broomhead, Andy Farrall and the appropriate Department for registering complaints.

Action – Clerk to complete the letter and send copies as indicated above.

12. Parish Warden Update.

Councillor Shaikh had prepared a draft specimen which was targeted at a contractor rather than an employee. This could be sent to any candidates who had expressed an interest in the vacancy. In addition, he had also prepared a vacancy notice which could be published on the website and notice boards.

Action – Clerk to send the draft specimen out to councillors for review and also arrange for the vacancy notice to be placed on the website and notice boards.

13. Planning Matters.

The Advisory Group report had been issued with the meeting documentation. Councillor Hardie said that there was nothing significant to add.

14. WW1 Celebrations.

Councillor Harris explained that Borough Councillor Wheeler was looking in to having a beacon up at Hill Cliff. The Church are also looking in to some kind of celebration event, which the PC may want to be involved with.

Councillor Davies said that Lottery Funding was available for this.

Lara Jacob the Clerk from Stockton Heath said she would send the Clerk more information on this.

Councillor Greenshields raised concerns about the state of the War Memorial and it was agreed to include this on May's agenda.

Action – Clerk to include War Memorial and suggestions for a possible event in November on May's agenda.

15. Report from Donations Advisory Group.

It was resolved that the PC would donate the sum of £100 to the Air Ambulance.

16. Creamfield's Donations Spending Plans.

Bin Storage.

It was resolved that the PC would spend up to £400 towards the purchase of a bin store for the Community Church Hall.

The paperwork in respect of this transaction would be provided for the Clerk.

Land line and Internet Provision for the Community Church Hall.

Councillor Karalius outlined the costings for provision of the above. She had also circulated these previously by email to councillors.

Councillor Hardie wanted to know whether a proper need for this facility had been established.

The Chair agreed to arrange a meeting with the Vicar Anita Raggett to establish whether there is a need for this facility in the Hall.

Action – Chair to meet up with Vicar.

17. Local Plan PDO.

Joint Working Group

The Group had met twice.

Councillor Greenshields (GJG) explained that 3 planning consultant candidates had been interviewed. Berrys had withdrawn owing to a conflict of interest. John Groves had been chosen following an excellent presentation and he represented good value for money.

The Group were now putting together the Terms of Reference along with the fee sheet, but this is still a work in progress and we may see this before it is confirmed. It had been agreed that the cost to individual councils would be based on precept, which seemed the fairest way of dealing with it. Based on precept WPC's share of the fee of £25000 would be £322, but GJG felt that it could end up being more.

GJG felt it may be worthwhile to talk to John Groves, as he will produce the evidence base which will form the response from us all, which we can then quote, it will then be up to us what we add.

Planning Consultant Terms of Reference and basis of Consultants Fee

Councillor Shaikh (YRS) then stated that he felt that the PC had missed a point. He thought that the fee element based on precept would be fine. But he questioned whether we had actually agreed to have a joint enterprise with other PCs to engage a planning consultant. He felt that this had been left open. His view was that we had agreed to participate in a working group with other PCs to see what comes of it, but that

the Terms of Reference was the information we needed to see and discuss, before we agree to jointly employ a planning consultant.

In reply to YRS concerns, GJG said that the aim was to develop common information that we can all use, but that Walton will make its own response. We can use our own influences on it and the reason for that is so that WBC cannot divide and rule if we started using different numbers.

YRS said that what he really wanted to guard against was that the South Warrington Parish Councils, then don't try and speak with one voice, when in fact they have got lots of different interests. GJG said that was what they were trying to guard against.

GJG said that in respect of the new document, they were trying to get the fee statement which is the scope of work, tied in with the actual Terms of Reference that has been set up and so giving a positive link between the two.

YRS suggested that the way to approach this was that one councillor (Councillor Greenshields as lead member of the Working Group for the Parish or Councillor Price (BMP) as his deputy) for the benefit of the remainder, explains the document, that this is what it means and whether or not councillors buy in to it. Councillor Hardie also suggested that either GJG or BMP take back to the Groups next meeting that there is a probability that members of Walton PC will be in favour of the cost sharing that has been put forward.

Action – GJG or BMP take back to the Working Group meeting that WPC want to consider the contents of the Scope of Works – Fee Statement document agreed with John Groves before confirming its agreement to jointly employing a Planning Consultant and that providing WPC agree this document then the probability will be that WPC will be in favour of the cost sharing that has been put forward.

Action – Clerk to respond to the Clerk of Grappenhall and Thelwall PC's letter of the 29th March with the information above.

Action – Clerk to include on May's agenda the discussion of the new Scope of Works – Fee Statement document if available, along with an appropriate proposal.

Future of the Banners.

The options open to the PC were debated including the emails from Dr Paul Barlow (01/04/18) and Jason Lewis (16/03/18). There did not appear to be any evidence that lots of residents had objected to the banners. The various options considered, were to remove the banners, remove the banners altogether and apply for planning permission, or even turn the banners around and apply for planning permission.

In the end it was resolved that the banners will be retained and that retrospective planning permission be applied for.

18. Report on Parish Matters

Phone Box

Nothing done yet.

Civic Service

Covered under Matters Arising.

Live Christmas Tree Planting QEII Jubilee Playground and Village Triangle

Councillor Bennett has now planted trees at the above sites.

Other Parish Matters

Broadband Speed – Email from Brian Potter.

Mr Potter had expressed concern about his broadband speed never exceeding 10 mbs and whether the PC could do anything about this.

Action – Councillor Davies is on the board of Connecting Cheshire and will look in to the matter.

Action – Clerk to advise Brian Potter.

19. Report from Village Betterment Committee.

No meeting.

20. Reports from Appointed Representatives

Church Magazine/Publicity – Councillor Karalius – Latest magazine distributed.

Footpaths – Councillor Price – She has walked the Mill Lane footpath which is practically impassable and gate at Runcorn Road end is broken. She has reported it to the Rights of Way Committee. There is a meeting next week and she will find out more then.

Roads/Traffic and Street Lighting – Councillor Bennett – Overgrown vegetation around the golf club up Park Lane towards the reservoir on the left.

Grids on the A56 blocked from Hobb Lane to the boundary on both sides.

Overhanging tree on A56 cyclepath, 100 yards on from Pool Lane.

Action – Clerk to advise WBC.

Walton Hall Estate (WHE) – Cllr. Hardie

Work has started on the greenhouses and the riding school buildings have been opened.

21. Review of Correspondence

Hackney Carriage and Private Hire Licensing.

The PC has no comment to make.

Meeting with Police and Crime Commissioner.

The Chair will attend the meeting on the 17th April 2018.

22. Date and time of next meeting

The next meeting of the Parish Council will be the Annual Parish Council Meeting will be on Thursday 3rd May 2018 at St. John's Community Church Hall, Old Chester Road, Walton, commencing at 7.30pm.

The Chairman thanked everyone for attending the meeting. The meeting closed at 22.00 hrs.