

**PRESENT:**

Cllrs	Keith Scargill (Chair)	Ian Huffer
	Harry Cowley	Trevor Jones
	Helen Cross	Andrew Pannell
	Jo Evans	Sue Rigby
	John Griffiths	John Salt
	Nigel Haslock	Martin Whiteley

**PART ONE**

**41. APOLOGIES**

Apologies for absence were received from Cllrs Peter Bulmer, Bev Fraser and Krissie Myler. Apologies were also received from CW&C ward councillors Keith Board and Pamela Hall; and from John Tacon (co-opted Comms sub-committee)

**42. DECLARATIONS OF INTEREST**

Cllr Jones declared an interest in the Centurion Action Group.

**43. PCSO UPDATE**

PCSO Neil Denby had only forwarded his monthly performance report to the clerk in the late afternoon and had given his apologies for non-attendance at that evening's meeting.

**44. OPEN FORUM**

Mr King requested that the clerk write once again to CW&C regarding the Boughton Heath Park & Ride site which seemed much neglected and a bad example of Chester to the many visitors who parked there. The re-instatement of a toilet would also be very welcome.

Mrs Woolf made several points about the development at 65 Belgrave Road. She was concerned that the planning report used the word 'approximate' in relation to certain measurements and was not sure there was sufficient room for the proposed development on a corner plot.

Cllr Pannell agreed to look at the documentation and let the clerk know if he felt representations should be made to the Planning Dept.

**45. APPROVAL OF MINUTES OF MEETINGS**

RESOLVED: that the following minutes be approved as correct records:

Sub-committee meetings - VXCC on 2<sup>nd</sup> June 2016 and Communications & Events on 6<sup>th</sup> June 2016

The minutes of the finance subcommittee meeting on 13<sup>th</sup> June were approved subject to the following amendments:

- Page 1, no 5, remove the last sentence entirely commencing "It was felt that....."
- The second recommendation relating to the VXCC application should be reduced to the wording " The VXCC application should be reduced to £4000"

MINUTES OF THE GREAT BOUGHTON PARISH COUNCIL MEETING HELD AT BISHOPS' HIGH SCHOOL, VAUGHANS LANE, GT BOUGHTON, CHESTER ON MONDAY, 20<sup>TH</sup> JUNE 2016.

Parish Council meeting on 16<sup>th</sup> May 2016 was approved subject to the following amendment:

Page 5 36c – remove line relating to C Lloyd – VXCC salary & mileage

**46. MATTERS ARISING AND ACTION POINTS FROM MINUTES AND UPDATED WORK PROGRAMME – TO DISCUSS AND CONSIDER RECOMMENDATIONS FOR APPROVAL**

46a	Finance 5	Cllr Haslock, whilst not objecting to the decision to reduce the value of the VXCC's Members Budget application, did object to the reasons behind it, and in particular in relation to volunteer support and the removal of support for an external meeting room door from the proposed project scope. He felt the reasoning went beyond the remit of the finance meeting, especially as the work had already been approved at a parish council meeting and had subsequently formed part of a LDC application to CW&C Council. He considered that no relevance should be paid to the fact that there were likely to be other external applicants seeking a share of the £10,000 total pot, and that it was up to CW&C Cllr Salt commented that sub-committee chairs should have submitted proposals for any 2016/2017 projects last autumn, but the clerk advised that all planned work and projects had been included in the estimates approved by full council earlier this year, with no deviations.
46b	VXCC 3	Cllr Salt suggested that the parish council may wish to look again at the Terms of Reference for the sub-committees as he was concerned that Cllr Bulmer, as Vice-Chair of the parish council, had been appointed Chair of the VXCC sub-committee. The clerk agreed to check the TOR currently in place, and re-visit the matter if necessary.
46c	All	RESOLVED: that all recommendations contained in the sets of minutes be approved once changes to the minutes had been made.
46d	Comms 5	RESOLVED: to approve a new logo for the parish council – in blue and green and incorporating the initials of the two wards – bh & vc.
46e	Comms 5	Cllr Salt suggested that the parish council might consider the way it is known i.e. as a parish council or perhaps a community council. It was agreed that it would be discussed at the September meeting.

**47. APPROVAL OF THE ANNUAL GOVERNANCE STATEMENT**

The clerk reported that she had only that afternoon collected the books from the Internal Auditor, and that the Annual Governance Statement was required to be signed off by 30<sup>th</sup> June 2016.

MINUTES OF THE GREAT BOUGHTON PARISH COUNCIL MEETING HELD AT BISHOPS' HIGH SCHOOL, VAUGHANS LANE, GT BOUGHTON, CHESTER ON MONDAY, 20<sup>TH</sup> JUNE 2016.

RESOLVED: that an additional finance sub-committee meeting be held on Monday 27<sup>th</sup> June to address these issues and sign the Annual Governance Statement

#### **47a APPROVAL OF THE ACCOUNTING STATEMENT**

As above, the clerk reported that she had only that afternoon collected the books from the Internal Auditor, and that the Accounting Statement was required to be signed off by 30<sup>th</sup> June 2016.

RESOLVED: that an additional finance sub-committee meeting be held on Monday 27<sup>th</sup> June to address these issues and sign the Accounting Statement.

#### **48. REVIEW OF LAND IN THE PARISH**

RESOLVED: that the agenda item be deferred until the July parish council meeting.

#### **49. PLAY REVIEW REPORT AND RECOMMENDATIONS**

Cllr Evans reported that she had met with a CW&C adviser regarding the parish council's play areas, and as they were currently undertaking a play review of their own borough wide, it would be sensible to wait until the outcome of that before making any firm decisions about improvements in the parish.

She hoped that if the CW&C Members Budgets application for funding was successful, it would help fund a design specialist company and also provide a very small item of equipment such as a sit on train for toddlers, at Old Laundry Corner.

The clerk reported that the hedge at Thackeray Drive had already been removed and had made a huge improvement. The hedge at Vaughans Lane play area was due to be reduced to around 3' in the near future, and a reply was awaited from Highways about the hedge on the other side of the pathway which was their responsibility.

Cllr Evans had identified another parcel of land in the parish which she considered may be suitable for a play area.

RESOLVED: that

- the matter be discussed again at the September meeting
- the future deadline dates for WREN applications be checked

#### **50. PCSO FUNDING**

The Chairman reminded councillors that twelve months' notice had been given to Cheshire Police last November to cease the part-funding of a dedicated PCSO for the parish. That decision had been made as there were very few parishes making such a contribution but all parishes did in fact have some level of PCSO presence.

Now that a new Police & Crime Commissioner for Cheshire had been appointed, there may be changes to the current levels of presence but no consultation had yet taken place with parish councils.

Cllr Salt hoped that the money saved from when the former PCSO reduced her hours, could be used to support community initiatives such as Snow Angels.

## 51. APPROVAL OF SOCIAL MEDIA POLICY

RESOLVED: that the Social Media Policy circulated to councillors be approved to support the way forward with a Facebook page and Twitter feed.

## 52. REPORTS OF ANY MEETINGS ATTENDED BY COUNCILLORS AND THE CLERK

The following attendance at meetings was reported:

**TJ:** 2/6 – VXCC s/c mtg; 13/6 – Finance s/c mtg

**KS:** 25/5 – C Valley JMC AGM & mtg; 2/6 – VXCC mtg; 13/6 – Finance mtg

**Clerk:** 16/5 – mtg CM VXCC & PB; 23/5 – mtg Chair & Vice-Chair; 24/5 – mtg at Caldy Valley re missing parish map; 25/5 – allotment meeting with MW, 2/6 – mtg re new bench Thackeray Drive; 3/6 – mtg Countrywide re closure of Queens Rd Community Park; 5/6 – closure notices posted Queens Rd field; 6/6 – Comms s/c mtg; 7/6 – mtg CM VXCC; 8/6 – mtg CM VXCC; 9/6 – mtg Internal Auditor Mold; 13/6 – Finance s/c mtg; 20/6 – mtg Internal Auditor Mold

**MW:** 25/5 – allotment mtg with clerk

**HC:** 6/6 – Comms s/c mtg; 13/6 – Finance s/c mtg

**AP:** 13/6 – Finance s/c mtg

**JE:** 23/5 – play review mtg; 6/6 – Comms s/c mtg; 8/6 - mtg CW&C play specialist re play areas

**SR:** 6/6 –Comms s/c mtg

**PB:** 16/5 – mtg CM VXCC & PB; 23/5 – mtg Chair & Vice-Chair 2/6 – VXCC s/c mtg; 6/6 – Comms s/c mtg;

## 53. ACCOUNTS

53a The Balances were reported as:

Nat West Bank	52712.05
National Savings	50172.82
Josh's Project	12133.21
VXCC	29539.68

53b The following income had been received:

VXCC	Income from lettings	2407.52
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53c The following accounts were due for payment:

Zurich Municipal	Renewal of insurance	1013.30
HMRC	Tax & NI due April – June 2016	1661.25
Bewcraft Signs	5 new noticeboards	5910.00
Countrywide	Grounds maintenance May	1138.10
Morrall Play	May play inspections	204.00
CW&C	Signage	2406.76
Al Newall	Grass cutting Caldy Valley Centre	100.00

MINUTES OF THE GREAT BOUGHTON PARISH COUNCIL MEETING HELD AT BISHOPS' HIGH SCHOOL, VAUGHANS LANE, GT BOUGHTON, CHESTER ON MONDAY, 20<sup>TH</sup> JUNE 2016.

JDH Business Services	Internal audit	414.00
S Kilfoyle	Reimbursement 2 allotment keys	10.00
Various	Vicars Cross Community Centre	1338.19

53d The following had been purchased with the debit cards:

Argos	Replacement office chair	39.99
Wilko	Replacement padlock for noticeboard	4.99
Rymans	Laminating and stationery	10.91
Tesco	Black ink for copier	10.00
Various	Vicars Cross Community Centre	45.20

53e The following had already been paid:

Talktalk	Phone and broadband	44.16
Tesco mobile	Mobile phone account	7.50
Sarah Tyson	Gatelocking Queens Road	93.00
Jane Fortune	Gatelocking Queens Road	63.00
Carol Clark	Salary & mileage	1519.75
Peter Powell	Litter picking Queens Rd Community Park	7.85
Helpful Handyman	Removal of unsafe noticeboard	35.00
Various	Vicars Cross Community Centre	1936.76

## 54. PLANNING APPLICATIONS

54a The following Notifications of Application had been received:

16/02183 – The Red House – fell 3 hornbeam trees

16/01488/LDC – VXCC – installation of external doors and additional parking

16/02178/TPO – 38 Adder Hill - tree work

RESOLVED: that no objections be made subject to all neighbours and other interested parties being included in the consultation process, with a request that all tree work is carried out by a qualified tree surgeon and in consultation with CW&C's Tree Officer

16/01101 – 44 Queens Rd - retention of 2m high fence to the side of the property and reduction of the existing fence to side and front of property to 1m

RESOLVED: no objections to this retrospective application, but a shame the applicant has not respected the open aspect of the neighbourhood

16/01881 – 38 Marbury Rd – reduction of height of fence along one side of property to 1.8m high

RESOLVED: that members of the planning sub-committee carry out a site visit

16/02273 – 16 Pearl Lane - Demolition of existing single storey rear extension and erection of a part single storey, part two storey extension to rear and loft conversion with dormer window

RESOLVED: that this be considered at the next Planning sub-committee meeting

54b The following Notifications of Permission had been received:

MINUTES OF THE GREAT BOUGHTON PARISH COUNCIL MEETING HELD AT BISHOPS' HIGH SCHOOL, VAUGHANS LANE, GT BOUGHTON, CHESTER ON MONDAY, 20<sup>TH</sup> JUNE 2016.

16/01737 – 30 Tudor Way – single storey side extension

16/01397 – 5 Maytree Ave – replacement garage

## **55 CORRESPONDENCE & EMAILS RECEIVED**

PCSO Denby – performance framework report
CW&C Council – press release re closure of Sandy Lane Response to letter of complaint regarding signage and noticeboards Invitation to respond to a consultation of mobile library services Reply to letter of complaint re Sandy Lane closure Premises licence for VXCC Notification that The Centurion is up for sale Details of volunteering opportunities from CW&C Council
Caldy Valley Centre – agenda for JMC meeting and minutes of last meeting
ChALC – E-bulletins including information about training LCA Schemes Details of planning training sessions on 4 <sup>th</sup> & 14 <sup>th</sup> July 2016
Cheshire Community Development – offer re payroll and DBS services
Acknowledgement of further complaint to CW&C re signage and noticeboards Jolliffes – advice re Caldly Valley lease

## **56. ANY OTHER BUSINESS**

56a	Cllr Evans reported that she had received a letter from CW&C to advise that they planned to implement a 20mph borough wide speed limit in specific areas. The clerk was asked to request a copy of the letter as no communication had been sent to the parish council direct.
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## **57. TO AGREE THE EXCLUSION OF THE PUBLIC FOR PART TWO OF THE MEETING**

It was agreed to exclude any members of the public for Part 2 of the meeting.

**The next meeting is to be held on Monday 18<sup>th</sup> July at VXCC, Thackeray Drive, Vicars Cross, Chester and commencing at 7.30pm.**