

Parish Council Office, Vicars Cross Community Centre, Thackeray Drive, Vicars cross, Chester CH3 5LP

Clerk to the Council: Kath Lloyd, Parish Council Office, Vicars Cross Community Centre, Thackeray Drive, Vicars cross, Chester CH3 5LP

**MINUTES OF THE GREAT BOUGHTON PARISH COUNCIL MEETING HELD ON
MONDAY 16th DECEMBER 2019 AT THE UNITED REFORMM CHURCH, GREEN LANE,
VICARS CROSS CH3 5LL**

514	<p>Present: Cllrs Peter Bulmer, Steve Collings, Pauline Cox, Sara Evans, Ian Huffer, John Griffiths, Amanda Miller, Krissie Myler, Rick Nieto, Mark Pearson, Sue Rigby, John Salt, Keith Scargill, Martin Whitley</p> <p>Apologies: Received from Cllr Jo Evans (Work reasons)</p> <p>In attendance: Kath Lloyd, Clerk</p> <p>PCSO George joined the meeting from 7.30pm – 8pm</p>
515	<p>Declarations of Interest: None declared, the Chair asked that Councillors ensure that their Declarations are kept up to date. RESOLVED: the Clerk to send Councillors their declarations to check.</p>
516	<p>PCSO George Report: PCSO George gave a verbal overview of her report which had been circulated prior to the meeting. The theft of the Oxfam Clothing Banks at Sainsburys had included the actual units as well as the clothes in them, which must have meant that thieves used lifting gear and a large vehicle. Sainsburys CCTV does not cover that area of the car park. In addition, PCSO George reported that on 15th Dec, there were reports of car break-ins in the Vicars Cross area which are being followed up by police colleagues and will be reported on more fully at the next meeting. PCSO George also gave a summary of some of the work that she reports on social media which is the method of communication favoured by the police to engage with the community. The parish council funded purse bells are proving popular and have been distributed at the United Reform Church Christmas Fayre in Vicars Cross, Pensioners Party and Christmas light switch on Centurion, Marlborough Court, Vicars Cross Court and Cedar Court. There are plans for a bike marking session, again funded by the parish council at a cost of less than £200 and PCSO George will liaise with the Clerk for venues and dates. The council's pop up banner will be used as much as possible to advertise the partnership working.</p>
517	<p>Open Forum: There was one resident present who raised concerns about the traffic congestion at the junction of Green Lane and Vicars Cross Road. The implementation of a cycleway some years ago meant that the road markings now direct traffic into one lane, rather than the two lanes which were marked previously. The exit from Pearl Lane onto Green Lane is also dangerous as traffic has to negotiate the oncoming traffic as well as traffic exiting the petrol station and the traffic lights. After a discussion, PCSO George was asked for any available accident data at that junction and the resident was invited to the next Traffic & Transport Sub Group on Wed 15th January at 6pm. RESOLVED: Clerk to ask CWaC for any available air quality reports for that area and to confirm the meeting date with the resident.</p>

518	<p>Minutes and matters arising: The minutes of the last parish council meeting on 18th November were approved as a true record and matters arising were addressed later in the agenda.</p>
519	<p>Council Sub-Groups: The council approved the minutes of the following sub group meetings which had been circulated prior to the meeting and discussed and approved recommendations:</p> <p>4th Dec – Traffic & Transport: Cllr Salt gave an overview of the meeting and updated the council on the walk that a number of councillors had taken part in along part of the proposed footpath/cycleway between Great Boughton and Christleton. A further walk along the Huntington section is planned with Huntington Parish Councillors in January, the Clerk is waiting for confirmation of the date.</p> <p>12th Dec –Finance: Cllr Scargill gave a verbal overview of the sub group meeting and reported that the council's finances were stable and the reserves were increasing in line with the council's strategic finance plan agreed in January 2018. The end of Nov Finance Report and forecast were accepted by the council and Cllr Whiteley talked the council through the details, any councillors wishing to scrutinise the accounts more fully were encouraged to contact the Clerk.</p> <p>Cllr Scargill also drew the council's attention to the sub group's donation of £250 towards the costs of the Community Payback team who have been working on the Caldly Valley Meadow area at the request of one of the JMC members, Margaret Fitzgerald.</p> <p>The Parish Council laptop, used by the Clerk needs replacing (last replaced in 2012) RESOLVED: that the Clerk spend no more than £1500 on replacing the laptop, with the associated software, anti-virus and cloud storage. Cllr Whiteley has offered to help with the choice of equipment.</p>
520	<p>Setting of the precept for 2020 - 2021: the council considered the Precept Briefing Paper which had been circulated prior to the meeting. There was a brief discussion about the level of reserves needed to meet planned projects, increased costs and reserve requirements. Three options were presented:</p> <ol style="list-style-type: none"> 1. Request a precept of £74,000 2. Request a precept of £80,000 3. Request a precept of 83,000 <p>The Clerk was asked to include an increase based on the current rate of inflation – 1.5%</p> <p>Councillors were asked to reflect on the options and prepare for a longer discussion and a decision at the meeting on 20th January.</p>
521	<p>Report from Cheshire West and Chester Councillors: Cllr Steve Collings gave a brief verbal update on his recent visits to residents, however, the recent general election has limited some aspects of Cheshire West and Chester activity.</p>
522	<p>Clerk's report: council received the report and the following comments were made:</p> <ul style="list-style-type: none"> • The Clerk to write to CWaC Democratic Services and thank them for using Vicars Cross Community Centre for the recent general elections and asking if this can now be considered as a permanent base for elections. Clerk will copy school into email.
523	<p>Planning Applications: The Planning Sub Group have considered the following planning applications and have agreed that there are no objections from the council unless neighbours raise an objection. Recorded in the Clerk's report (Appendix A) and paper copies were available for scrutiny.</p> <p>19/04038/FUL 3 Cambrian Ave Single storey extension 19/04248/FUL 8 Sutherland Way Single storey extension</p>

524	Information exchange: Cllr Cox asked if the council has a list of policies that it is obliged to hold. She has recently joined the Governing Body at Oldfield Primary School and they are advised that there is a prescriptive list that Ofsted expect. Is there something similar for local councils? Clerk will include on next Clerk's Report on 20 th January 202.
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Signed.....CHAIR

Date.....

Clerk's Report

13th December 2019

1. Summary of Actions from Parish Council meeting 15th November 2019

Item no.	Action	Progress made
501	Council agreed to fund purse bells for PCSO to distribute	Purse bells purchased & distribution started – see PCSO Report
502	Resident complaint that pathway between Bishops High School & Daniell Way is overgrown and has recurring issues with litter.	Reported to CWaC by Clerk Rpt no. 4889789
506	Centurion Community Action Group to be invited to present at the January parish council meeting.	Completed – invitation sent.

2. Finance Report

Item	Information								
	Bank Balances								
	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Parish Council</td> <td style="width: 50%;">Vicars Cross Community Centre (9th Dec 2019)</td> </tr> <tr> <td>Nat West Bank £55,748.07</td> <td>Income from lettings £3,281</td> </tr> <tr> <td>Josh's Project £9,564.64</td> <td>Income from other sources £2,969 – members Budget</td> </tr> <tr> <td>National Savings Account £ 35659.74</td> <td>£1,869.95 – VAT Claim</td> </tr> </table>	Parish Council	Vicars Cross Community Centre (9 th Dec 2019)	Nat West Bank £55,748.07	Income from lettings £3,281	Josh's Project £9,564.64	Income from other sources £2,969 – members Budget	National Savings Account £ 35659.74	£1,869.95 – VAT Claim
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Expenditure during period £4,144.63
(included in this value PRS & PPL - £1,851.03)
 Bank balance £14,817.45

The following payments and receipts of over £100 have been made since 18th Nov 2019 (Bank statements are available on request from the Clerk)

6 Dec 2019	CHALC <i>Lloyd/Scargill/Myler training session</i>	-	£220.00
6 Dec 2019	VXCC <i>(Txf salary costs)</i>	£1,227.34	-
4 Dec 2019	SHIRES ACCOUNTANCY <i>(2 x salaries)</i>	-	£3,094.12
2 Dec 2019	VXCC <i>(VAT Refund)</i>	-	£1,869.95
28 Nov 2019	HMRC VTR <i>(VAT Return)</i>	£20,325.44	-
21 Nov 2019	WALKERS <i>(8 x planters)</i>	-	£384.00
21 Nov 2019	SOLON SECURITY <i>(Purse bells for PCSO to distribute)</i>	-	£138.00
14 Nov 2019	SARAH TYSON <i>(Gate locking at Queens Rd Field)</i>	-	£160.00

3. Planning Applications

To be considered by the Planning Sub group by email:

19/04038/FUL 3 Cambrian Ave Single storey extension

19/04248/FUL 8 Sutherland Way Single storey extension

4. Planning Decisions

19/03980/FUL 36 Marion Drive Single storey rear extension (Comment submitted – no objection)

19/02655/FUL 7 Kirkwood Close Single storey rear extension (Comment submitted - No objection)

5. Communications

- The Clerk has received a complaint from a resident about the way that the trees on Vicars Cross Rd have been trimmed at the side but not on the tops. Report no. 4885608 and photos sent. Work scheduled for January 202
- The Clerk received an email from a local resident who was concerned about youngsters riding cycles dangerously in the road. Reported to the PCSO to raise with schools in assemblies. PCSO also called on resident and the Clerk received a thank you email for the response given.
- A resident has asked for support with a planning application by a neighbour and the Clerk has amended the council's original submission with the additional information provided and offered advice on the process.
- The Clerk received a query from a resident about possible rats seen in a back garden – advice given and the phone number for CWaC services.
- A Car left parked in Marbury Ave for a number of weeks has been reported to CWaC and the police. Police are unable to move it as it has tax, a registered keeper and insurance, CWaC have issued a parking ticket.
- A second letter to Marbury Rd residents, giving them an overview of the recent consultation and an update on actions taken and planned for the future.

6. Operational Information

- The annual Carol singing took place at Old Laundry Corner on Friday 13th Dec at 6.30pm – all councillors are invited and reminded to bring torches.
- The Clerk has attended the Society of Local Council Clerk's (SLCC) Branch meeting where the setting of the precept and accounting systems used by different councils was discussed.
- Vicars Cross Community Centre was used as a polling station on Thursday 12th Dec, following objections from Oldfield Primary School. It is hoped that this will now become a regular venue again.
- A group of parish councillors planted bulbs and some trees in Thackeray Drive on Tuesday 26th Nov, thanks to everyone who took part.
- On 30th Nov, a group of parish councillors walked part of the proposed footpath/cycleway between Great Boughton and Christleton as part of the Traffic & Transport Sub Group's action plan.
- A number of parish councillors and residents took part in bulb planting on Saturday 7th Dec along the pathway between Becketts Lane and Caldly Valley Road. Thank you to all involved.
- The Clerk and the Vicars Cross Community Centre manager attended a Fire Safety session aimed at managers of community buildings, delivered by Cheshire Fire & Rescue Service in Winsford. It was an interesting and useful session which has resulted in clarification of roles and responsibilities and a revision of our Community Centre Room Hire Contracts to make clearer reference to our Fire Risk Assessment and Evacuation Policy.

