

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 20TH JANUARY 2020 AT THE CALDY VALLEY NEIGHBOURHOOD CENTRE,
CALDY VALLEY ROAD, GREAT BOUGHTON**

525	<p>Present: Cllrs Peter Bulmer, Pauline Cox, Jo Evans, Ian Huffer, John Griffiths, Amanda Miller, Krissie Myler, Rick Nieto, Sue Rigby, John Salt, Keith Scargill, Martin Whitley</p> <p>Apologies: Received from Steve Collings (CWaC Meeting clash), Mark Pearson (ill health), Sara Evans (family commitments)</p> <p>In attendance: Kath Lloyd, Clerk, CWaC Ward Cllr Keith Board PCSO George joined the meeting from 7.30pm – 8pm</p>
526	<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>
527	<p>PCSO George Report: PCSO George gave a verbal overview of her report which had been circulated prior to the meeting. There have been two incidents of burnt out mini buses in recent months; one at Bishops High School and the other at Kids Planet, the day nursery next door, both between 2 – 4am. The police will be carrying out checks but would ask that local residents also report anything unusual at either sites. PCSO George also highlighted that she will be holding two bike marking events in the parish, one at Old Laundry Corner and one at Thackeray Drive. Councillors were concerned that residents of the parish would be prioritised and it was agreed that although no one would be turned away, the first part of postcodes will be shared with the council for monitoring purposes.</p>
528	<p>Open Forum: the following items were raised –</p> <ul style="list-style-type: none"> • Concerns that tractors and large vehicles were still travelling down Caldly Valley Road over the speed limit. Most of the length of Caldly Valley Road in question is in Huntington Parish but PCSO George responded and agreed that she will carry out monitoring along that stretch. • Concerns were shared about the numbers of cars parking on pavements across the parish – this has been raised with the community police team who have stressed that unless a car prevents access by a wheelchair, it is not illegal to park on a pavement. PCSO George advised that if a car is causing an obstacle, it is reported via phoning 101. • It was reported that the footpath between Daniell Way and Vaughans Lane is continually overgrown in the summer and flooded in the winter. The Clerk will attend and take photos and report it to CWaC and the resident was advised to report it through the Smyle app https://apkpure.com/smyle/com.smyle.main.page
529	<p>Centurion Community Action Group: Keiran Carruthers, Brian Partington and Peter Booth from the Centurion Community Action Group gave a presentation and answered initial questions from councillors. The item will be on the February agenda for a full discussion and agreement on the next</p>

steps for the council. Parish councillors were asked to study the presentation and to let the Clerk have any further questions in preparation for the February meeting.



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530 **Minutes and matters arising:** The minutes from 16th December were agreed as accurate and there were no matters arising.

531 **Council Sub-Groups:** The minutes of the following sub group meetings, which were circulated prior to the meeting, were agreed as accurate:

Communications & Events: Cllr Cox gave a verbal overview of the meeting and explained the legal requirement to hold an Annual meeting of the Parish (a briefing paper which explained the details was distributed prior to the meeting). The sub group had agreed to organise the Annual Meeting (also sometimes called the Annual Assembly) in the form of a Parish Spring Fair on Friday 24th April using the Oldfield Primary School hall. The initial programme is as follows:

5.30pm – Market stalls & refreshments (partner organisations to be invited, VXCC and parish council table etc)

6.15 pm – introduction by Chair/Vice Chair

6.20pm – Canals & River Trust speaker

6.40pm – Presentation of Annual Report

7 pm – Closing words

Open Spaces: Cllr Evans reported that the work had been completed on Vaughans Lane play area and that apart from a final paint of original equipment, that project could now be regarded as complete. The Clerk has applied for Pocket Park funding for the meadow area at Caldly Valley and the statutory annual inspection of playgrounds has taken place. The sub group are considering the actions recommended by the inspector.

Vicars Cross Community Centre: Cllr Scargill gave a verbal update on the recent community cinema sessions, the Christmas session had been poorly attended but most sessions are still drawing a near capacity audience. The new heating system has been fitted on time and under budget

Traffic & Transport: Cllr Miller reported that the sub group had focused its meeting on the two current consultations by CWaC, the Air Quality Action Plan which closes on 16th February and the Local Cycling and Walking Infrastructure Plan which closes on 13th Feb. A response from the parish council will be submitted to both consultation but Parish Councillors are also encouraged to submit individual responses.

http://inside.cheshirewestandchester.gov.uk/get_involved/consultations

Cllr Salt also reported that members of the subgroup are meeting with the CWaC Senior Manager for Transport & Infrastructure to discuss concerns and potential opportunities to use s106 funding. The sub group will report back to council next month.

Finance: Cllr Scargill gave an overview of the discussions that had taken place at the sub group meeting, including a potential change of bank account to ensure adequate security systems, the purchase of a new laptop for the Clerk's use and the allocation of a budget towards the possible creation of a Neighbourhood Plan. The remainder of the sub group meeting had focused on the setting of the precept which was elsewhere on the agenda.

532	<p>Setting of the precept for 2020 - 2021: Cllr Whiteley gave a summary of the discussion that had taken place at the Finance Sub Group and guided the council through the three year budget summary which was circulated at the meeting – see Appendix B. The sub group had considered three options, based on the budget needs for the coming year, the rate of inflation, the potential projects and the precept of neighbouring parish councils:</p> <table border="1" data-bbox="172 344 1485 674"> <thead> <tr> <th data-bbox="172 344 456 376">Options</th> <th data-bbox="456 344 1485 376">Implication</th> </tr> </thead> <tbody> <tr> <td data-bbox="172 376 456 472">A: Request precept of £74,000</td> <td data-bbox="456 376 1485 472">Increased annual cost to Band D residents of £0.05 (contribution of £22.95) Percentage increase 0.02%</td> </tr> <tr> <td data-bbox="172 472 456 568">B: Request precept of £80,000</td> <td data-bbox="456 472 1485 568">Increased annual cost to Band D residents of £1.74 (contribution of £24.64) Percentage increase 7.6%</td> </tr> <tr> <td data-bbox="172 568 456 665">D. Request precept of £76,000</td> <td data-bbox="456 568 1485 665">Increased annual cost to Band D residents of £0.51 (contribution of £23.41) Percentage increase 2.2%</td> </tr> </tbody> </table> <p>The Finance Sub Group recommend to council that the precept requested for the year 2020.21 be £76,000.</p> <p>RESOLVED: recommendation carried</p> <p>FOR: S.Rigby, P.Cox, I.Huffer, K.Myler, J.Salt, K.Scargill, M.Whiteley, J.Evans, J.Griffiths, P.Bulmer, A.Miller</p> <p>AGAINST: R.Nieto</p>	Options	Implication	A: Request precept of £74,000	Increased annual cost to Band D residents of £0.05 (contribution of £22.95) Percentage increase 0.02%	B: Request precept of £80,000	Increased annual cost to Band D residents of £1.74 (contribution of £24.64) Percentage increase 7.6%	D. Request precept of £76,000	Increased annual cost to Band D residents of £0.51 (contribution of £23.41) Percentage increase 2.2%
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533	<p>Report from Cheshire West and Chester Councillors: Cllr Board presented a written report from Cllr Collings, which had been circulated prior to the meeting and welcomed any comments or questions.</p>								
534	<p>Clerk's report: council received the Clerk's report and noted the current bank balances and recent correspondence.</p>								
535	<p>Planning Applications: The Planning Sub Group have considered the following planning applications by email 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>19/04478/FUL 39 Strawberry Fields Two storey rear extension 19/04455/FUL 6 Sheldon Ave Demolition of existing garage and erection of single storey extension</p>								
536	<p>Information exchange:</p> <ul style="list-style-type: none"> • There was concern expressed by a resident at the amount of litter around the area of the shops on Christleton Road. It was pointed out that this area is not within the parish boundaries and unfortunately the parish council is unable to take any action. CWaC Ward Cllr Board was asked to take this further. • There was also concern at the level of rubbish and litter at the top of Caldly Valley Road, next to the Welcome to Chester sign – the Clerk will report this. • There is also a great deal of rubbish along the slip road from the A55 – the Clerk will report this to Highways England. • There was positive feedback from Christleton students who are delighted with the new crossing on the A41 by-pass. 								

Signed.....CHAIR

Date.....

Clerk’s Report – Appendix A

17th January 2020

1. Summary of Actions from Parish Council meeting 13th December 2019

Item no.	Action	Progress made
515	Clerk to send councillors their Declarations of Interest so that they can check and update.	Outstanding – Clerk to complete
517	Clerk to ask CWaC for air quality reports around Vicars Cross Rd/Green Lane junction and confirm meeting date with resident.	Still awaiting air quality reports for the junction, meeting date confirmed with resident but confusion over start time meant that resident missed the Traffic & Transport Sub Group. Clerk arranging separate meeting with Cllr Salt (Chair of Sub Group).
519	Clerk & Cllr Whiteley to identify and source a new laptop	Complete – DELL laptop ordered
524	Cllr query – is there a prescriptive list of policies that parish councils are expected to hold?	There isn’t a prescriptive list for parish councils, however, Great Boughton Parish Council has adopted all the policies that are held by the Cheshire Association, using the template provided by CHaLC in most cases.

2. Finance Report

Item	Information										
	Bank Balances										
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	Bank balance £16,067.80										

The following payments and receipts of over £100 have been made since 16TH Dec 2019 (Bank statements are available on request from the Clerk)

16 January 2020	MALCOLM BATE (<i>Purchase of reconditioned lawnmower for use at allotments</i>)	-	£336.00
14 January 2020	GROUNDWORKS NW (<i>Refurbishment of roundabout at Vaughans Lane and supply & fitting of new bearings</i>)	-	£1,800.00
13 January 2020	DELL PRODUCTS (<i>Parish Council laptop</i>)	-	£1,309.88
7 January 2020	SHIRES ACCOUNTANCY (<i>2 x salaries</i>)	-	£3,094.12
7 January 2020	VXCC (<i>SLA office hire</i>)	-	£858.90
23 December 2019	GROUNDWORKS NW (<i>supply & installation of new play equipment at Vaughans Lane</i>)	-	£16,629.60
23 December 2019	SELECTAMARK (<i>Bike marking kits for PCSO community use</i>)	-	£210.00
17 December 2019	003798 (<i>3 x room hire at Caldly Valley Centre</i>)	-	£104.10

3. Planning Applications

Considered by the Planning Sub group by email:

19/04478/FUL 39 Strawberry Fields Two storey rear extension

19/04455/FUL 6 Sheldon Ave Demolition of existing garage and erection of single storey extension

4. Planning Decisions

19/04038/FUL 3 Cambrian Ave Single storey extension – APPROVED (no objection by parish council)

19/04118/FUL 51 Barkhill Road Single storey side and rear extension – APPROVED (no objection by parish council)

5. Communications

The Clerk received a complaint about leaves and weeds in Caldly Valley Nature Park making the pathways slippery and dangerous. Reported to CWaC Rpt no. SS165521980

6. Operational Information

19th December – Cllrs Rigby, Scargill, Pearson, Miller and the Clerk carried out a litter pick along Shed Lane.

17th January – A Dementia Friends Awareness session was held at Vicars Cross Community Centre, attended by 17 people, including some parish councillors.

Income and Expense for Year

17 - 18 18 - 19 Full year Forecast 20 - 21

	17 - 18	18 - 19	Full year Forecast 19 - 20	BUDGET 20 - 21
BAND "D" CHARGE	£16,02 (+4.0%)	£20,86 (+14.7%)	£22,90 (+11.4%)	£23,41 (+2.2%)
Income	55,204.00	64,000.00	72,000.00	76,000.00
CWaC Precept				
Internal transfers	56,204.00	64,000.00	72,000.00	76,000.00
Other Income	6,334.91	4,454.51	1,874.57	2,000.00
Grants	7,108.00	61,425.00	10,707.00	26,000.00
Net Income	69,646.91	129,879.51	84,681.57	106,000.00
Expenses				
People	19,867.84	21,994.24	18,239.95	25,000.00
Council Costs	8,276.72	8,466.51	6,189.85	9,000.00
Open spaces	24,912.07	18,350.20	15,467.48	20,000.00
Q4 Forecast			16,038.83	
Comms / Events	3,973.17	3,851.01	2,764.63	4,500.00
Allocments	1,005.84	1,185.94	972.29	1,500.00
	58,035.64	53,847.90	59,668.03	69,000.00
Facilities / Buildings Projects	6,472.93	4,749.22	9,041.36	4,000.00
		81,167.96	19,660.52	36,000.00
Operating Expenses	64,508.57	139,765.10	88,369.91	102,000.00
Interest				
Interest	188.27	12.85	14.52	-
VAT net position		4,657.81		-
Adjustment w/down (-) / w/back (+)	188.27	3,592.16	6,056.79	-
		1,053.00	6,073.31	-
Surplus / Deficit (-) for Year	5,325.61	10,938.59	2,384.97	4,000.00
General and Reserve Funds				
General Fund Balance b/f	15,650.40	8,857.87	17,565.97	20,638.42
Reserve Funds Increase (-) / Decrease (+)	12,932.34	19,659.34	0.00	4,500.00
Josh's Jumps Contribution (+) to General Fund	813.20	12.65	687.48	566.32
Surplus / Deficit (-) for Year	5,325.61	10,938.59	2,384.97	4,000.00
Movement in General Fund	6,792.53	8,708.10	3,072.45	66.32
General Fund YrEnd	8,857.87	17,565.97	20,638.42	20,704.74
Josh's Jumps	10,241.15	10,253.80	9,566.32	9,000.00
ELECTION COSTS (C)	5,500.00	5,500.00	5,500.00	5,500.00
PCSO COSTS (C)	5,300.00			
UNFORESEEN COST RESERVE (C)	1,000.00	8,000.00	10,000.00	10,000.00
CALDY VALLEY NG GRANT (FB)	4,000.00	5,000.00	3,000.00	5,000.00
VXCC GRANT (FB)	5,645.11	1,000.00	2,000.00	4,000.00
UPGRADES OPEN SPACES (C)	8,000.00	8,000.00	4,000.00	4,000.00
PROJECTS GENERAL (P)	1,200.00	6,500.00	6,500.00	5,000.00
PLAY EQUIPMENT UPGRADE PROG (P)	23,014.23	6,500.00	3,000.00	3,000.00
UPGRADES QUEENS ROAD (P)				5,000.00
Reserve Funds	53,659.34	34,000.00	34,000.00	38,500.00
TOTAL CASHBOOK BALANCE	72,758.36	61,819.77	64,204.74	66,204.74
Cash Account Representation				
National Savings account	35,659.74	35,659.74	35,659.74	36,000.00
Josh's Jumps account	10,241.15	10,253.80	9,566.32	9,000.00
Nat West Current account	31,699.59	3,645.52	11,708.79	18,204.74
TOTAL CASH at BANK	77,600.48	49,559.06	56,934.85	63,204.74
Less Creditors	6,440.51	638.00		1,000.00
Plus Debtors	1,658.36	13,096.70	7,269.89	6,000.00
TOTAL ASSETS (CASHBOOK) BALANCE	72,758.35	61,819.76	64,204.74	66,204.74