



**MINUTES OF THE GREAT  
BOUGHTON PARISH**

**COUNCIL MEETING HELD ON MONDAY 19<sup>th</sup> JUNE 2017 AT THE BISHOPS HIGH  
SCHOOL, VAUGHANS LANE, GT BOUGHTON, CHESTER**

**Present:**

Cllrs	Keith Scargill (Chair)	Peter Bulmer
	Krissie Myler	Harry Cowley
	Jo Evans	Martin Whiteley
	Ian Huffer	John Salt

**In attendance:**

VXCC Manager	Jodie Burling – (Minute Taker)
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**PART ONE**

**206. Apologies**

Apologies for absence were received from Cllrs Nigel Haslock, Andrew Pannell, Pauline Cox, Sue Rigby, Trevor Jones, John Griffiths, Parish Clerk Kath Lloyd and PCSO Neil Denby.

**207. Declarations of Interest**

There were none declared.

**208.PCSO Denby Report**

PCSO Neil Denby was not in attendance at the meeting, however did send his monthly report earlier that day which was distributed to Cllrs. Cllr Scargill read through the report detailing incidents including;

- Two suspicious vehicle incidents
- One burglary on Thackeray Drive
- One incident involving a youth making shelters and lighting fires
- Nine thefts
- Two road traffic collisions
- Three criminal damage issues
- Four anti-social behaviour incidents.



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Cllrs mentioned that broken glass was still an issue on Queens Road. No themes were identified across the incidents mentioned in the report.

**Resolved:**

- *Clerk to contact Countrywide to see if they can resolve the glass issue.*

**209. Open Forum.**

No members of the public in attendance therefore no requirement for open forum.

**210. Approval of the Minutes of last Parish Council meeting on 15<sup>th</sup> May and the following sub group meetings: Finance on 22<sup>nd</sup> May 2016, Comms & Events on 31<sup>st</sup> May and VXCC on 2<sup>nd</sup> June 2017.**

- Last Parish Council meeting – approved as an accurate record and signed by Cllr Scargill.
- Finance sub group – approved as an accurate record and signed by Cllr Scargill. Verbal discussion took place that identified there were no outstanding issues in finance sub group apart from budget planning is still under way for PC and VXCC.
- Communications & Events sub group – approved as an accurate record and signed by Cllr Scargill.
- Vicar Cross Community Centre sub group – approved as an accurate record and signed by Cllr Scargill. – Further clarification was given to Cllrs by Cllr Bulmer on the allocation within PC budget of £8,000 to VXCC. Cllr Bulmer confirmed this would not be just given to VXCC like in previous year but instead given to VXCC if they provide a proposal of a project they would like support with funding. Cllr Salt reiterated that any proposals for this grant funding from the Parish Council needed to be referred back to full Parish Council meeting to be authorised.

**211. Matters arising and action points**

Cllrs Scargill mentioned that he had not yet heard back from PCSO Neil Denby regarding Operation Shield.

**Resolved:**

- *Clerk to follow this up with PCSO Neil Denby.*



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Cllr Scargill updated Cllrs on letters that had been received from both Clwyd Transport Services and Sainsbury's. Clwyd Transport were not aware that their vehicles were being parked at Sainsbury's. They confirmed the works that were being completed in the area had now finished so the issue would be resolved. They also mentioned that if any future work was to take place in this area they would be sure to pass on the concerns of the Parish Cllrs to drivers. Cllrs agreed they would continue to monitor this in the hope it is resolved.

**Resolved:**

- *Clerk to circulate both letters from Sainsbury and Clwyd Transport to Cllrs.*
- *Clerk to distribute document for Cllrs to include in noticeboard in the area detailing contact information of person to complain to if there is any future issues with this.*

Cllr Bulmer updated Cllrs on the meeting that took place at VXCC with CWaC Cllrs K Board and P Hall. CWaC Cllrs agreed to consider a funding proposal for their member's budget from VXCC to the value of around £3,000. VXCC Centre Manager was now in the process of preparing the funding proposal with a view to submit as soon as possible. Cllr Salt queried how the Member's Budget was distributed and was this evenly over both North and South Wards. Cllr Scargill explained that Caldy Valley had already had a funding proposal accepted and granted £3,000 for renovations.

Cllr Salt readdressed his previous suggestion for a defibrillator device to be put in the no longer used phone box in the South Ward and for more trees to be planted.

**Resolved:**

- *Clerk to revisit this to see if phone box in question is available so Parish Council can fund a new AED in the South Ward.*

Cllr Bulmer highlighted that a previous Judge for Gt Boughton in Bloom will not be involved this year which leaves a judge's role open. South Ward Cllrs were asked to consider if they knew anyone that may be interested and pass their information on if so.

**Resolved:**

- *Clerk to approach Caldy Valley gardening club to see if anyone would be interested in the role.*

Cllr Bulmer provided Cllrs with details on 'Healthy Walks' that were currently under development by a local resident and that he had informed the resident the Parish Council would support this with a view for commencing in May 2019. Cllr Bulmer also asked if any Cllrs knew anyone who is interested in doing the same project in the south ward to let him know.

**Resolved:**



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- *Cllr Cowley to provide Cllr Bulmer with some old maps he has that may be of use for the development of the healthy walks.*

**212. Approval of Annual Governance Statement and Accounting Statements (2017 Audit)**

Cllr Scargill reported that the internal audit of accounts went well with only minor areas for action identified, including more formal reconciliations of the bank account being required. This is due to there being no signatory system in place for BACs payments given Natwest will only allow one online user for the account. This is to be addressed at the next finance sub group meeting and consideration given to whether it would be beneficial to move banks to address this issue.

**Resolved:**

- *Clerk to talk to neighbouring parishes and ChALC to see if they can offer ideas on how to overcome this issue.*

Audit also addressed the point that some items were listed as obsolete but did have a value assigned to them. This again was to be addressed in next finance meeting.

**Resolved:**

- *Financial Risk assessments are approved by full council once developed by Finance sub group.*

All Cllrs gave their approval for Chair to sign the accounting statements.

**213. Play Area Update and Next Steps**

Cllr Evans gave an update on progress of play area funding bids. WREN had given initial approval for funding of both Thackeray and Vaughans Lane play areas. However, the bids then had to go through a second round of deliberation which involved rating each proposal. Thackeray Drive scored 20/30 and Vaughans Lane scored 19/30. To be successful the proposals had to receive a minimum of 21 points therefore both bids were unsuccessful. WREN will however, accept re submission of the funding applications one more time. Advisers at WREN has explain to Cllr Evans that this particular round of funding was busier than usual and this would have had an impact, it does not mean then would not be successful if re submitted – the deadline for resubmission for the next round is 23<sup>rd</sup> August 2017.

One area both funding proposals did fall short was community consultation. Cllr Evans explained she felt it would be worthwhile to resubmit both applications however she feels she can only



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focus energy on improving community engagement for the Thackeray Drive application. This is because she is from this community and feels she can engage them by arranging a pop up picnic and marketing via social media. Cllr Evans has also arranged a pop up picnic to support this on 8<sup>th</sup> July 2017. Cllr Evans went on to explain she did not feel it would be possible to try again to reengage the south ward community given she has limited time and limited contacts in this area.

Cllrs were asked to see if they knew anyone within the South Ward community that may be willing to take this on. Cllr Cowley offered his support but he did not have contacts within the local schools to utilise. Cllr Salt suggested it may be a better option to hold off with submission of Vaughans Lane until next year in the hope more support can be drummed up in this area.

Cllr Evans stated she felt there were other more suitable locations for a playground in the South Ward than Vaughans Lane (but did not mention any specific sites). Cllr Salt wished to make it clear that he was opposed to Whites Meadow being considered as a suitable site.

Thanks were given to Cllr Evans for all her time, commitment and continued support to these projects.

**Resolved:**

- *Cllrs happy to resubmit Thackeray Drive application in the next round of submissions but hold off with submission of Vaughans Lane application for now.*
- *Cllr Evans to prepare article for Clerk to include in newsletter for Huntington Voice to drum up further support and gain any volunteers that may be willing to take on Vaughans Lane application.*

**214. Reports from any meetings Cllrs have attended**

<b>Name</b>	<b>Date</b>	<b>Meeting</b>
Peter Bulmer	Friday 26th May	Meeting with Elizabeth Bently at Vicars Cross Library re Walk leaflet
	Tuesday 30th May	Site meeting regarding Scruffs VXCC Centre Manager Probation Review & Support meeting. VXCC Sub Group meeting
	Wed 31st May	Coms and Events meeting
	Monday 5th June	Scruffs meeting
	Saturday 10th June	Meeting with Elizabeth Bently at Vicars Cross Library re Walk leaflet
	Sunday 11 <sup>th</sup>	Scruffs event
	Tuesday 13th June	Prep meeting for Cllrs meeting on Friday 16th June
	Friday 16th June	Parish Clerk review & support meeting CWAC Cllrs @ VXCC re work undertaken and plans going forward



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Keith Scargill	Tuesday 13 <sup>th</sup> June Friday 16 <sup>th</sup> June	Prep meeting for Cllrs meeting on Friday 16 <sup>th</sup> June CHaLC Parish Forum
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		Parish Clerk review & support meeting with CWAC Cllrs @ VXCC re work undertaken and plans going forward
Kath Lloyd	Monday 22 <sup>nd</sup> May	Met with Sheila Cook from URC re room bookings & partnership working
<i>Note – Clerk in attendance at every PC and Subgroup meeting.</i>	Thursday 25 <sup>th</sup> May	Arthur Brighton/Keith Scargill re CCTV at VXCC
	Tuesday 30 <sup>th</sup> May	VXCC Centre Manager Probation Review & Support meeting
	Friday 2 <sup>nd</sup> June	Natwest Bank in Chester re. changing account names
	Monday 5 <sup>th</sup> June	Visited allotments – met some plot holders
	Friday 9 <sup>th</sup> June	Met Dave from Bewcraft Signs re new notice boards at Queens Rd, Moorcroft Ave and Boughton Heath Primary.
	Monday 12 <sup>th</sup> June	Met allotment holder re. condition of allotment
	Tuesday 13 <sup>th</sup> June	Prep meeting for Cllrs meeting on Friday 16 <sup>th</sup> June
	Friday 16 <sup>th</sup> June	Parish Clerk review & support meeting CWAC Cllrs @ VXCC re work undertaken and plans going forward

Cllr Bulmer reported that Scruffs event at Thackeray Drive was successful with over 100 people attending.

**215. Accounts**

Balances - no balances are currently available due to transition of bank accounts from previous Clerk & VXCC Centre Manager.

The following accounts are due for payment:

Parish Council		
URCC	Hire of room 22 <sup>nd</sup> May	16.00
Bewcraft Signs	3 new notice boards	3690.00
TalkTalk	New phone line	35.93
Zurich Insurance	Council Insurance	1897.93
SLCC	Regional Seminar 16 <sup>th</sup> Aug (Clerk)	75.00
SLCC	Certificate in Local Council Administration (Clerk)	250.00
VXCC		
GBPC	Recharge for insurance costs from Zurich	766.89



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KDE	PAT Testing	40.50
Barlows	Engineer for Gas inspection	312
Countrywide	Grounds Maintenance	97.25
Ryman Stationary	Stationary	11.49
Eurooffice	Notepads	14.33

Staples	Address labels	5.57
Cube lighting	Call out – security alarm fix	66.00
TalkTalk Business	Landline and internet	34.37
E.Cooney	Cleaning services	150.00
Osprey	Door installation	630.00
Tesco mobile	Mobile phone	7.50
T & J Windows	2 x door installations	2657.00
British Gas	Electric bill	275.78
Tesco direct	Ink Cartridges	42.98
E. Cooney	Cleaning Services	125.00
Helpful Handyman	Erect VXCC sign	397.00
Ash Waste	Waste Removal	85.37
Chester Handbooks	Marketing VX Voice and Huntington Handbooks	190.00
D. McMahon	Opening and closing VXCC	70.00

A1d The following had been purchased with the debit card:

Printerland	Printer/copier for office (cost to be shared between VXCC & GBPC)	404.52
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A1e The following had already been paid:

Sarah Tyson	Gate locking	135.00
Jane Fortune	Gate locking	48.00
Jodie Burling (VXCC)	Salary and agreed overtime	765.84
Kath Lloyd (Clerk)	Salary & expense claim	1451.46
Malcolm Bate	Litter picking	62.80

**Resolved:**

- Clerk to check new Bewcraft signs to confirm they are no longer leaking and contact contractor if they are still leaking to resolve this.
- Cllr Bulmer, Clerk and VXCC Centre Manager to review Countrywide contracts and see if there is a cheaper comparison.



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**216. Planning Applications**

The following Notifications of Application had been received:

17/02457/FUL – 9 Moorcroft Avenue – Single storey extension

17/02213/FUL – 9 Barkhill Road – Single storey rear extension & new porch

17/02347/TEL - Installation of 17.5m single stack pole base station and associated works  
(Resubmission)

17/02349/FUL – 65 Belgrave Road – Single storey side and rear extension 17/02251/FUL  
– 2 Sutherland Way – single storey extension to rear.

17/02448/FUL – 4 Elstree Avenue – single storey extension to side and rear

The following applications have received approval:

17/01709/FUL - 11 Melrose Avenue – Single storey extension

17/02037/FUL – 40 Green Lane – Single Storey extension

No applications have been withdrawn.

A discussion was had by Cllrs about the installation of the single stack pole base station by BT. Cllr Salt was unhappy with where this is due to be placed and requested the Parish object to this decision.

**Resolved:**

- *Clerk to write to Sam Dickson to object to siting of the pole offering alternative and for the local MP to be copied into this letter.*

**217. Correspondence**

A list of correspondence received to date.

Chalc – E Bulletins
NALC – Clerks and Councils direct
Sainsbury's – litter issues around petrol station
Sainsburys – HGV parking



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Clwyd Transport – HGV parking
3 x Emails from local residents – asking to joining allotment waiting list
Chester Local Policing Unit Newsletter
Michelle Market (CWaC) – Play Strategy review
Rob Brooks, Senior Manager Place Network and Environment Management – re hedge at Vaughan’s Lane
15 x allotment holders – re health and safety and plot inspections
5 x local schools – Great Boughton in Bloom

**Resolved:**

- *Clerk to follow up on the bridge issue and contact CWaC Highways Manager with Pam Hunt and Keith Board copied in.*

**218. ANY OTHER BUSINESS**

None raised.

**The next meeting is to be held on Monday 17<sup>th</sup> July 2017 at The United Reformed Church,  
Vicars Cross, Chester- commencing at 7.30pm.**