

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 ANNUAL PARISH COUNCIL MEETING HELD ON MONDAY 20th MAY 2019 AT VICARS CROSS UNITED REFORM CHURCH, GREEN LANE, VICARS CROSS

PART ONE

435	<p>Present: Cllrs Peter Bulmer, Steve Collings, Jo Evans, Ian Huffer, Amanda Miller, Rick Nieto, Sue Rigby, John Salt, Keith Scargill, Martin Whiteley</p> <p>In attendance: Kath Lloyd, Clerk</p> <p>Apologies: Cllrs Pauline Cox, Krissie Myler, PCSO George and CWaC Cllr Keith Board</p> <p>Introductions: As the council included new members, short introductions were made.</p>
436	<p>Declaration of Interest: None made</p>
437	<p>Appointment of Chair for the forthcoming year: Peter Bulmer was proposed by Martin Whiteley and seconded by Sue Rigby, agreed unanimously.</p>
438	<p>Appointment of Vice Chair for the forthcoming year: Keith Scargill was proposed by Peter Bulmer and seconded by Jo Evans, agreed unanimously.</p>
439	<p>Open Forum: there were no members of the public present.</p>
440	<p>PCSO George Report: PCSO George's report was presented and accepted by council.</p>
441	<p>Minutes and matters arising: the minutes of the previous meeting on Monday 15th April were approved as accurate. The council discussed the issue raised by a resident regarding the street lighting on Dee Banks at the last meeting. Cllr Salt felt that the issue should not have been addressed during the period of purdah however, it was agreed that no individual political gain was made from the discussion which focused on the council listening to the residents' views and offering general advice about local participation.</p>
442	<p>Handbook Familiarisation: Councillors were guided through the Handbook, which is intended to support their work and includes significant policies, guidance and a copy of the Good Councillor's Guide issued by the National Association of Local Councils https://www.nalc.gov.uk/publications</p> <p>There was a request for clarification of the differences between the Annual Parish Meeting the AGM and the Annual Parish Council Meeting: https://www.legislation.gov.uk/ukpga/1972/70/schedule/12/part/II states that: "There is no such thing as an AGM in the world of Parish Meetings/Parish Council meetings, only the</p>

	<p><i>"Annual Parish Meeting" and "Annual Parish Council Meeting". It is recommended that the term "AGM" should be avoided as it causes confusion. Some Councils are still holding an Annual Parish Council Meeting followed by a separately convened Parish Council Meeting on the same evening.</i></p> <p><i>The Annual Parish Council Meeting will also usually appoint members to any council committees (the term of office for committees should be 1 year).</i></p> <p><i>The Annual Parish Council Meeting must by law be held in May. This is a statutory requirement."</i></p> <p>Q: Do parish councillors have to register with the Information Commissioner's Office as Data Controllers?</p> <p>A: The council is registered with the ICO, individual councillors do not need to register but should follow the following advice:</p> <p>https://ico.org.uk/media/for-organisations/documents/1432067/advice-for-elected-and-prospective-councillors.pdf</p> <p>https://ico.org.uk/for-organisations/in-your-sector/local-government/local-gov-gdpr-faqs/</p>
443	<p>Code of Conduct: RESOLVED : to adopt the Code of Conduct for Members adopted by CW&C Council on 26.7.12, as the parish council's code of conduct under section 27(2) and 27(3) of the Localism Act 2011</p>
444	<p>Standing Orders: RESOLVED: to revise and adopt the revised parish council's Standing Orders at the next meeting</p>
445	<p>Financial Regulations: RESOLVED: to adopt the updated Financial Regulations and to confirm that the role of Responsible Finance Officer be met by the Clerk.</p>
446	<p>Council Sub-Committees: RESOLVED: that councillors agree sub group membership:</p> <p>Open Spaces Sub-group: meets monthly, considers all open spaces, including allotments, play areas and green spaces</p> <div data-bbox="212 1406 1401 1464" style="border: 1px solid black; padding: 5px;"> <p>Cllrs Peter Bulmer, Jo Evans, Rick Nieto, Sue Rigby, Keith Scargill</p> </div> <p>Communications & Events: meets quarterly, considers newsletters, press releases, community events</p> <div data-bbox="225 1619 1414 1686" style="border: 1px solid black; padding: 5px;"> <p>Cllrs Pauline Cox, Amanda Miller, Rick Nieto, Mark Pearson</p> </div> <p>Planning: meets monthly as needed, considers all planning applications and associated issues eg cycling and fracking</p> <div data-bbox="201 1839 1390 1906" style="border: 1px solid black; padding: 5px;"> <p>Cllrs Sue Rigby, Amanda Miller, Keith Scargill, Martin Whiteley</p> </div>

	<p>Caldy Valley: meets quarterly, to receive reports from the Joint Management Committee and support partnership working between the Council and Caldley Valley Church and Neighbourhood Centre.</p> <p style="border: 1px solid black; padding: 5px; margin: 10px 0;">Cllrs John Griffiths, Ian Huffer, Sue Rigby, John Salt, Keith Scargill, Martin Whiteley</p> <p>Vicars Cross Community Centre: meets monthly, to give strategic leadership and direction to the VXCC and support the centre manager in her role.</p> <p style="border: 1px solid black; padding: 5px; margin: 10px 0;">Cllrs Peter Bulmer, Steve Collings, Pauline Cox, Krissie Myler, Keith Scargill</p> <p>Traffic & Transport: a new sub group which will initially meet monthly or more frequently and focus on traffic issues in the area</p> <p style="border: 1px solid black; padding: 5px; margin: 10px 0;">Cllrs Peter Bulmer, Ian Huffer, Amanda Miller, John Salt, Martin Whiteley</p> <p>Finance: meets monthly, made up of Chairs of all sub-groups and oversees finance and personnel issues.</p>
447	<p>Policies: RESOLVED: to adopt the Health & Safety Policy, Freedom of Information Schedule, Lone Working Policy, Safeguarding, Equality & Diversity Policy and Complaints Policy and the Council's Privacy Notice.</p>
443	<p>Clerk's report: The council accepted Appendix A, circulated prior to the meeting. RESOLVED: that the Clerk write to the resident of Dee Banks informing her of the parish council's views following the receipt of additional information from Cheshire West and Chester Borough Council.</p>
444	<p>Planning Applications: See Clerk's Report – Appendix A</p>
445	<p>Information Exchange:</p> <ol style="list-style-type: none"> 1. It was suggested that CWaC Ward Cllr feedback as a standing item on the agenda might be useful? Cllr Collings (in his capacity as a Ward Cllr) agreed with the suggestion. 2. Cllr Salt asked for an item on Section 106 money to be added to the next agenda <i>*Under S106 of the Town and Country Planning Act 1990, as amended, contributions can be sought from developers towards the costs of providing community and social infrastructure, the need for which has arisen as a result of a new development taking place. This funding is commonly known as 'Section 106'. S106 monies may only be spent on facilities where the new development has, at least in part, contributed to the need for the facilities. S106 funding is available for capital projects only.</i> 3. Cllr Salt requested that the council consider asking CWaC for a Christmas Tree on the Sainsburys/A41 roundabout – to be referred to Finance Sub Group 4. The Chair asked councillors to consider whether they would be able to represent the council on outside bodies if requested eg. school governors, local charities 5. There is one vacancy for a co-opted parish councillor – to be on the next meeting's agenda. 6. Councillors were reminded that Cheshire West have an app that can be downloaded and used for reporting environmental issues (full bins, overgrown trees etc) http://smyleforcheshirewest.co.uk/help

Clerk's Report 20th May 2019

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

Item no.	Action	Progress made
428	Clerk to follow up efforts to contact CWaC Highways through the Conservation Officer and to approach Highways directly with a strongly worded letter citing their dereliction of duty to preserve a conservation area.	Contact made and copy of earlier correspondence between resident and CWaC officers shared with councillors.

2. Finance Report

Item	Information					
	Bank Balances 10/05/2019					
	Parish Council			Vicars Cross Community Centre		
	Nat West Bank	£65,307.82		Income from lettings	£3260	
	Josh's Project	£9,553.49		Additional income: £17 donations to VXCC		
	National Savings Account	£ 35659.74		£272 Cinema Ticket Sales		
				Total Income	£3,549	
				Expenditure during period	£1,479.24	
				Bank balance	£13,322.76	
	The following payments and receipts of over £100 have been made since 15th April 2019 (Bank statements are available on request from the Clerk)					
	10 May 2019	DPC	VXCC, GT BOUGHTON	£518.00	-	
	10 May 2019	DPC	VXCC, GT BOUGHTON	£1,365.35	-	
	10 May 2019	DPC	WELLFIELD (LOCAL AUDITORS)	-	£240.00	
	10 May 2019	DPC	RED SQUIRREL (TREE SURGEONS)	-	£275.00	
	9 May 2019	POS	ALANS SKIPS	-	£234.00	£65,307.82
	8 May 2019	DPC	SHIRES ACCOUNTANCY (PAYROLL)	-	£3,034.99	£65,553.07
	7 May 2019	DPC	TWM SYSTEMS (SPEED INDICATOR DEVICE)	-	£3,170.84	£68,711.60

	7 May 2019	DPC	SARAH TYSON	-	£152.00	£71,882.44
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3. Planning Applications

19/01090/FUL 57 Dee Banks Two storey extension to side - amendment to application 17/03955/FUL

19/01045/FUL 4 Maytree Ave Demolition of rear conservatory and extension with erection of single storey rear and side extension

4. Planning Decisions

19/00727/FUL 8 Deva Heights Single Storey Side Extension APPROVED

5. Communications

Clerk was contacted by a resident in Glovers Loom who was worried about an overhanging tree from Caldy Valley Road and reported the issue to CWaC. Response received from Highways who report that they have visited the resident and provided reassurance.

Report from resident of damaged hedge alongside Bishops High School/footpath to Foxes Lane. Cllr Scargill has visited the site and taken photos and the issue has been reported to CWaC no. 4864029

Complaint received from resident regarding the weeds and unkempt appearance of the "doughnut" roundabout. Reported to CWaC No 4864040

Complaint received from resident about untidy and overgrown mini roundabout outside Sainsburys store on Caldy valley Road. Reported to CWaC No 4864047

Complaint received from Green Lane resident about car parking outside Oldfield Primary School, passed to PCSO George

6. Operational Information

Litter pick on 16th April in partnership with Vicars Cross Spar and 8 volunteers was very successful and a press release was sent to Chester Standard newspaper. There is another planned on Saturday 11th May on Strawberry Fields, off Caldy Valley Road.

Mobile Speed Indicator Device has been delivered, liaising with CWaC about permission to use lamp posts.

Liaison with Sutherland Way resident re: large tree on Queens Rd field. Confirmation from Frank Auty (retired tree officer) that tree is a Willow which has been in place for around 80 years and needs removing as roots will cause damage. Tree Surgeon attending on Thursday 9th May – bulk of tree trunk to be left in situ after felling to encourage wildlife.

Clerk met with a Dulverton Ave resident who is keen to promote a summer picnic on the field – suggestion that event is tied into the national Big Lunch initiative

The Clerk attended a Big Lunch Networking Event on Thursday 9th May to learn more about the initiative in advance of the event at Dulverton Ave Field on 1st June.

Tuesday 28th May FREE CPR Training by the British Heart Foundation at Vicars Cross Community Centre