

**MINUTES OF  
HUNTINGTON PARISH COUNCIL MEETING  
15<sup>th</sup> October 2018, 7.30 p.m. at Huntington Village Hall.**

**PRESENT**

Chairman – Cllr David Whitehead

Cllr. Mark Williams

Cllr. John Creswick

Cllr. Nick Dodd

Non-Councillors

Clerk – Louise Gibson

PCSO John Hurst (on behalf of PCSO Racheal McKevitt)

Public – 3

**1. APOLOGIES**

Cllr Roy Shelton – Work Commitments

Cllr Carolyn Walker – Work Commitments

Cllr Mike Dutton – Work Commitments

Cllr Andy Tassell – Work Commitments

Cllr Jacky Creswick – illness

Cllr Anthony Wilcox – illness

**2. DECLARATION OF INTERESTS**

Cllr David Whitehead wished it noted that he was the annual independent examiner for Huntington Under 5's accounts.

**3. CHAIRMAN'S COMMUNICATION**

With the request to study the Huntington under 5's annual accounts alongside the grant application, it was discussed that this would not be acceptable to disclose the accounts to members of the public in this manner.

**18/083 RESOLVED** - That the Council move Item 13 to Part 2 of the meeting.

**4. MINUTES**

**18/084 RESOLVED** – That the Council agreed the minutes of the meeting held on the 17<sup>th</sup> September 2018 as a true and proper record.

**5. PUBLIC PARTICIPATION**

A resident reported that the trees on Chester Road (by the pedestrian crossing) had been trimmed, as requested by the Parish Council on their Parish Walk report. The resident acknowledged that the traffic lights were now less obscured. However, the resident felt that the work had been carried out inadequately as pedestrians would still need to take action to avoid being struck by branches. The Clerk was asked to follow this up by reporting the issue to CW&C.

The same resident also felt that, despite CW&C stating that they had inspected the path along Sandy Lane (Chester Lane, heading towards Saughton); the standard of overgrowth was still unacceptable. This was, in

his opinion, due to the overgrowth encroaching onto the path and this was further worsened by an increase in walkers including parents with prams. The Clerk was asked to report this to CW&C.

Another resident wished to remark on the state of the potholes on Sandy Lane (Chester Lane) which, he felt, could be compared to the potholes on the A55 Bridge. It was confirmed that both the Parish Council and the CW&C Ward member had reported this to CW&C for over 2 years.

The same resident asked for an update on the land surrounding the new school. The Chairman reported that the Parish Council had halted any plans to obtain this land. This was due to the predicted maintenance costs associated with the land, as well as the expectation that the Parish Council would have to pay approximately £50,000 to upgrade the pitches to a standard that the Nomads would wish for (if we were to enter into a deal with them which could cover maintenance costs). The Clerk had been instructed to seek alternative quotes for widening the pitches and erect fencing. However, this was difficult to do when the land was still unavailable to visit by the public, hence companies felt unable to give quotes. Therefore, it would be carried out once the land became open to the public. The resident suggested that the gate might have to be closed outside of the school day. The clerk confirmed that this would be CW&C's responsibility and the gate closed before sunset would be against the planning conditions. The Chairman confirmed that this would have to be monitored, along with the pitch maintenance, which CW&C are responsible for, as this also has conditions attached. Any breach would need to be discussed with CW&C.

PCSO John Hurst, on behalf of Rachael Mc Kevitt who apologised for being unable to attend this meeting, then read the police report. For the month of September, there had been three domestic incidents reported in Huntington. There had been one report of theft from an outbuilding at Huntington Primary. There were no lines of enquiry for this incident. There had been no incidents of anti-social behaviour or burglaries. There were still issues arising from inconsiderate parking on Butterbache Rd during school drop off/pick up, with residents expressing concern. PCSO McKevitt intends to visit the school and discuss potential strategies to reduce this type of parking. On 15<sup>th</sup> September, speed monitoring had taken place on Chester Road and Caldly Valley Road. 397 vehicles were monitored. Three local residents were found to be speeding with 37 mph being the highest speed recorded. PCSO McKevitt had visited Huntington Brownies to give a talk on Internet Safety. A police surgery would be held on 16<sup>th</sup> October between 11 am – 12pm. The PCSO would be interested to hold a joint surgery with local Parish Councillors and asked if this was something that Councillors would be interested in.

## **6. SPEEDING TRAFFIC ON CHESTER ROAD/VISIBILITY ON SEDUM CLOSE**

Councillors received a report outlining CWaC's response to Parish Council concerns regarding speeding traffic on Chester Rd and potential measures that the Parish Council could put in place. The report also included CWaC's response to the lack of visibility on using the Sedum Close junction.

CW&C have stated that they would be willing to consider a reduction in the speed limit on Sandy Lane (Chester Lane) and Aldford Road before reaching the new 30 mph zone. This would begin by carrying out an assessment to see if the road met the criteria and whether it could be reduced to 50 mph or 40 mph. If the assessment met the criteria, this could then see a new speed limit but the Parish Council would be expected to meet all costs. It was also noted that Saughton Parish Council have just launched a consultation with residents to consider reducing the section of Chester Lane (Sandy Lane) within their parish, to 50 mph, following CW&C assessment.

**18/085 RESOLVED:** That the Council ask CW&C to carry out an assessment of the roads specified, to consider reducing the speed along Chester Lane (Sandy Lane) and Aldford Rd.

CW&C have stated that a previous assessment has been carried out on the visibility coming out of Sedum Close and, due to the 30 mph speed limit as you emerge; they believe the perceived risk is manageable. They have also stated that there can be no change to road layout and they would not allow a mirror to be placed opposite the junction, as stated in guidance provided by the Department for Transport. It is also thought that the proposed traffic lights on Gorse Way/Chester Rd will slow traffic further and provide breaks in the traffic.

A Councillor suggested whether a resident of Sedum Close could be approached to reconsider the 6 ft. fence that may not be helping the visibility issue. Other Councillors felt that the Parish Council did not have the correct powers to do this.

A Councillor asked if there had been any known accidents at this junction as there was no known accident data for this junction. Without any statistics, it was considered highly unlikely that CW&C could be persuaded to take any action.

**18/086 RESOLVED** - That the Council are unable to take any further action leading to improvements to the junction of Sedum Close following CW&C's response.

## 7. REMEMBRANCE

The minutes from Remembrance were noted.

It was noted that the bench has now been delivered and currently stored at Walkers Nurseries. A concern had previously been raised that the bench would need to be attached to the ground. The Council had received written permission from Bovis that this was possible but quotes would now be needed for this work.

**18/087 RESOLVED** - That the Clerk was instructed to seek quotes for fixing the bench to the ground. If quotes were under £100, Clerks discretion could be used.

**18/088 RESOLVED** - That the Council approve the draft poster for this event.

## 8. CHRISTMAS LIGHT SWITCH-ON

The notes had previously been circulated to Councillors and were noted. Councillors should be asked, via email, to allocate themselves a role for the event.

**18/089 RESOLVED** - That the Council approve the draft poster for this event.

## 9. ACCOUNTS AND PAYMENTS

(a) The Clerk Reimbursements were reviewed.

**18/090 RESOLVED** - That the Council approve the following reimbursements for September – October

Date of Receipt	Payment to whom	Items	Amount
26/09/18	Baker Ross	Art canvasses for Remembrance	£52.37 + £10.47 VAT <b>Total: £62.84</b>
27/09/18	Screwfix	2 x Service Cupboard Keys (Clerk's own keys to access Electricity box on The Green)	£3.32 + £0.66 VAT <b>Total: £3.98</b>
<b>TOTAL</b>			<b>£66.82</b>

(b) Invoice Approvals were reviewed.

**18/091 RESOLVED** – That the Council approve the following Invoice payments for September – October

<b>Date of Payment</b>	<b>Payment to whom</b>	<b>Services/Products provided</b>	<b>Amount</b>
06/09/18	Events Medical Team (Saltney)	First Aid Cover for Fete 2018	<b>£130.00</b>
20/09/18	Anglesey Bouncy Castle Hire	Fete 2018: Assault course and Bouncy Castle (staffed)	<b>Total: £675.00</b>
09/10/18	Cllr Anthony Wilcox	Reimbursement for: Website Domain name Renewal for 3 years Change of Owner from previous Clerk	£45.96 + £9.19 VAT <b>Total: £55.15</b>
07/10/18	M Landscape UK LTD	Invoice 8: The Green Grass-cutting Site visits on: 21/09/18 05/10/18	<b>£57.58</b>
07/10/18	M Landscape UK LTD	Invoice 9: Jub Field hedge cutting	<b>£99</b>
07/10/08	Countrywide Grounds Maintenance	Jub Field Grounds Maintenance for October	£244.63 + £48.93 VAT <b>Total: £293.56</b>
01/10/18	Shelly Seeds	L'man for Sept	<b>£70.50</b>

(c) The Cashbook was noted.

**18/092 RESOLVED**– That the Council approve the cashbook. pg130

## **10. WORKS PROGRAMME**

The Works Programme was noted.

Offer of Local Business providing donation of plants – The Clerk informed Councillors that a local business had offered a free donation of plants for the planters around Huntington and whether this would be acceptable. Councillors thanked the local business for their kind offer and asked the Clerk to accept. The Clerk was also asked to publically thank the business on Social media.

Fallen Tree at 13 Chester Rd – Following high winds, a large tree branch (too heavy to carry) and a BT line had come down. The Clerk reported both faults to CW&C and BT. BT attended the fallen line within 45 minutes. Despite reporting that the tree branch had been removed, a resident and also a fellow Councillor had informed the Clerk that the tree was still outside the home of 13 Chester Rd. The Clerk has reported this again and received confirmation that it will be cleared in 5 days. However, 5 days was stated when it was first reported a month ago.

## **11. PLANNING**

The Planning Register was noted. The Chairman noted that the Old Hall appeal had now been held but the official outcome of this was not expected for several weeks.

## **12. ROLES AND RESPONSIBILITIES OF A PARISH COUNCIL.**

Councillors agreed that providing an information sheet to residents of roles and responsibilities would manage expectations of the parish. It was also agreed that it was extremely useful to have links to CWaC departments as this may manage the Clerk's time more effectively also.

**18/093 RESOLVED** – That the Council publicise the Roles and Responsibilities information sheet.

## **13. CWaC LOCAL GOVERNANCE REVIEW COMMITTEE MEETING**

Councillors noted the results of the public consultation. Out of 114 responses, 97 had voted yes to an increase in Councillors but the splitting of wards was very much split with 57 in favour of wards and 54 against. This was now going to be discussed at the committee meeting. The Chairman asked whether the Parish Council wanted representation at this meeting, expressing the Parish Council opinion that had been resolved at an earlier meeting. Cllr Whitehead suggested that he may be able to attend but this would be dependent on whether a work meeting could be rearranged.

**18/094 RESOLVED** – That the Council agree to attend the meeting to reinforce the Parish Council view.

**18/095 RESOLVED** – That the Council move to Part 2.

Members of the public left the meeting.

## **14. CHRISTMAS TREE QOUTES**

Two quotes had been received before the meeting.

**18/096 RESOLVED** – That the Council accept the quote from Walkers Nurseries and MJB's for the Christmas Tree installation and lights.

Councillors discussed the urgent need for a Christmas tree socket. In high winds, the tree was at risk of falling over and the Council could be found negligent. The Clerk had struggled to find quotes but Northwich Town Council had managed to provide one. A Councillor stated that the tree socket should be at least 3 ft deep, be wide enough in diameter to fit a 20ft tree and be set in concrete.

**18/097 RESOLVED** – That the Council accept the quote off Northwich Town Council to fit a Christmas Tree socket at The Green, providing that the specifications (as outlined above) were met.

## **15. HUNTINGTON UNDER 5 PRESCHOOL GRANT APPLICATION**

Councillors discussed the application form and the accompanying accounts which the preschool had provided. Questions regarding future cashflow were raised and how this was affected by the numbers of children using the facility. The Parish Council would be keen to meet with the Preschool committee to understand any wider issues that they may be experiencing and finding other ways to help. It was felt beneficial that this discussion should take place before any grant was given.

**18/098 RESOLVED** – That the Council defer the decision to award a grant to the preschool at this time. The Parish Council would meet with the preschool committee to discuss any issues that they may be having and how the Parish Council could help. Cllr Whitehead agreed to approach the committee with this.

The clerk wished to inform the Councillors that she was currently experiencing problems with setting up her pension. The Clerk had enquired as to whether an accounting service could set it up for her but this service was unavailable unless we agreed to set up the payroll with them also, costing £9:50 per month.

She had discussed this with Councillor Whitehead (professional accountant) and they were currently trying to find a solution.

The meeting closed at 8:16pm.

**The NEXT meeting of the Parish Council is on Monday 19<sup>th</sup> November 2018**

Signed .....

Dated .....

## WHAT IS HUNTINGTON PARISH COUNCIL?

Huntington Parish Council are keen to engage with residents at every opportunity. We can also signpost residents to local services provided by CW&C.

To help us to help you, here is a handy guide to what we can and cannot do as a Parish Council:

<b>What Huntington Parish Council can do!</b>	<b>What Huntington Parish Council doesn't do! (However, we might know someone who does!)</b>
Finance - The Parish Council sets the charge (precept) that will be levied on residents as a small part of the council tax bill on your home, this is the PC's main source of income	We cannot spend money without the necessary statutory power and full resolution by Parish Council
Review local planning applications and provide comments to CW&C. Applicants can ask advice of a PC prior to submitting an application and can ask them to support their application. The PC can, in their comments, consider neighbours' concerns.	Approve local planning applications – that power rests with CW&C (Cheshire West and Chester Council <a href="https://www.cheshirewestandchester.gov.uk/residents/planning-and-buildingcontrol/planning-and-building-control.aspx">https://www.cheshirewestandchester.gov.uk/residents/planning-and-buildingcontrol/planning-and-building-control.aspx</a>
Create a Neighbourhood Plan that defines planning policies for our parish. This can influence CW&C (Cheshire West and Chester Council) decision making on planning applications	Empty public litter bins or manage household waste collections <a href="https://www.cheshirewestandchester.gov.uk/residents/contact-us/report-it/report-it.aspx">https://www.cheshirewestandchester.gov.uk/residents/contact-us/report-it/report-it.aspx</a>
Speak at CW&C Planning Committee and Planning Enquiries	Repair roads and pavements. <a href="https://www.cheshirewestandchester.gov.uk/residents/contact-us/report-it/report-it.aspx">https://www.cheshirewestandchester.gov.uk/residents/contact-us/report-it/report-it.aspx</a>
Assets of Community Value – We have the power to nominate and bid for assets of community value e.g. buildings and land Responsibility to maintain certain areas in the Parish	Impose speed limits or parking restrictions.
We are responsible for the following areas in Huntington: <ul style="list-style-type: none"> <li>Jubilee Field including play area</li> </ul>	Make decisions outside Parish Council meetings. At Parish council meetings, we cannot discuss or decide any business that has not been formally included on the agenda.

## WHAT IS A PARISH COUNCIL and how can it help me?

There are 9000 Town and Parish Councils in England, which serve over 16 million people and have a membership of around 80,000 councillors, investing over £1 billion in communities each year.

**Powers....** Parish Councils have the statutory power to do a huge number of things for their community but have very few things they have to do.

**Finance....** Parish Councils are unique from community groups because they are a statutory body, one created by law and they have the power to precept, which means they can each year, set a charge which is levied on the residents of the Parish and is included on your Council tax bill. This money, although collected by CW&C, is paid to the Parish Council. Parish Councils can also apply for grants and will receive money through the Community Infrastructure Levy (CIL), which is applied to new buildings, but, overall, the precept as it is known is the main source of income for a Council.

**Planning....** Parish, Councils do not decide planning applications. That power rests with CW&C Council but Parish Councils are in a good position to influence planning decisions in two ways.

- 1) By working with their community to create Neighbourhood Plans that set planning policies locally that are used to decide planning applications.
- 2) By using local knowledge and planning policies from the CW&C Local plan to submit comments for consideration by planning officers when deciding applications. The Parish Council can also speak at planning committees and planning inquiries.

• **People....** For details of who the Parish Councillors are, please check out our website (Details found at top of this leaflet). Alternatively, our notice boards which can be found outside the shops on Chester Rd or by the memorial at Saughton Camp. Our CW&C WARD COUNCILLOR of Huntington represents our area at the CW&C council.

Anyone can be a Parish Councillor so long as they are 18 or over and can meet some or all of the criteria, which can be found at [www.electoralcommission.org.uk](http://www.electoralcommission.org.uk). Parish Councils are elected every 4 years with the next elections in May 2019.

If a vacancy occurs between elections, a by-election can be called but if that does not happen, the Council is free to co-opt or appoint someone to fill the vacancy. Almost all Councils employ a Clerk and Responsible Financial Officer (RFO) whose job it is to do the work of the Council, providing advice and support.

**Meetings** - The best way to find out what Parish Councils do is to attend their meetings or read their minutes. You can find Agendas and minutes at [www.huntington-chester.co.yj](http://www.huntington-chester.co.yj) All Parish Council meetings are open to the public (although on some occasions part of the meeting may be closed to the public due to the confidential or sensitive nature of items being discussed) and include an open forum or public participation where members of the public can speak. Huntington Parish Council usually meets on the third Monday of each month at 7.30pm at Huntington Village Hall.

**Concerns/Feedback/Comments** – If you wish to contact your Parish Council, the easiest way is to contact the Clerk (details found at top of this leaflet) and she will point you in the right direction. It normally follows one of the following:

1. The Clerk may give you a link to the CW&C Officer/web page or reporting hotline (if it falls under the responsibility of CW&C)
2. She may be able to answer your query straight away due to previous knowledge or what the Parish Council have been working on.
3. If it is an area of concern that has not been raised before or adds to work already on-going, the Clerk will either add it as an Agenda item at the next Parish Council meeting or consult with Councillors to agree how best to progress the feedback/Complaint. Councillors, by majority, then decide how to proceed.