

## WYBUNBURY PARISH COUNCIL

### MINUTES OF MEETING HELD MONDAY 13 JUNE 2011 VILLAGE HALL, MAIN ROAD, WYBUNBURY, 7:30pm

**Present:** Mr N Arnott; Mrs B Colbert; Mrs S Brownell; Mr T Lightfoot; Mr S Howcroft; Mr J Mahon;  
Mr D Duthie

**Also in attendance:** Parish Council Internal Auditor; Cheshire East Cllr J Clowes; two members of the public.

#### **1.0 APOLOGIES AND WELCOME**

Apologies received and accepted from the Chairman and Mr R Ellison-Jones. In the Chairman's absence, the Vice Chairman, Mr N Arnott chaired the meeting.

#### **2.0 DECLARATIONS OF INTEREST**

The Vice Chairman reminded Members of the statutory requirements and asked for declarations of interest relating to items on the agenda.

- Mr D Duthie expressed an *interest* in issues relating to the Shavington Triangle (item 5).

#### **3.0 PUBLIC QUESTION TIME**

A member of the public thanked Members for their hard work and efforts over the last 12 months.

A member of the public asked if the 'Sky' banners could be removed from the Red Lion as it looked unsightly. Concrete was also cracking around the perimeter allowing weeds to grow. It was **AGREED** that the Clerk write to the Brewery asking if banners could be removed and to ask for an update on the future of the site. Cllr J Clowes also **AGREED** to speak with Cheshire East Council.

Mrs B Colbert said that she had been forwarded two questions from Mr R Ellison-Jones. Concern raised in regard to the state of the road where the recent car fire was and also in regard to vehicles being sold from a property in Gorsey Bank Crescent – was this legal?

Proposed by Mr S Howcroft and seconded by Mr T Lightfoot

**AGREED:** That the Clerk contact Cheshire East Council in regard to the state of the roadway; and contact Wulvern Housing and PCSO N Jarvis in regard to the property on Gorsey Bank Crescent.

#### **4.0 MINUTES**

Mr D Duthie said that he had asked for the Chairman's report to be put on the 'minutes' page of the website. The Clerk said that the previous three years' Chairman's reports were on the website on the 'Councillors' page - since the creation of the website. Mr D Duthie had not noticed the reports on the page, but asked for them to be moved onto the 'minutes' page.

Mr D Duthie asked why Mrs S Brownell's name was listed on the Remuneration Committee within the AGM minutes when this was not confirmed until the ordinary Parish Council Meeting. The Clerk advised that the Chairman asked for her name to be added so that it confirmed the list for the year and was accurate. After a short discussion, it was agreed that Mrs S

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Brownell's name be removed from the list (although Mrs S Brownell would remain on the Committee).

Proposed by Mr S Howcroft and seconded by Mr T Lightfoot

**RESOLVED:** That the AGM minutes of the meeting held on 9 May 2011 be approved as a correct record and signed by the Chairman once the above amendments had been made.

Proposed by Mr S Howcroft and seconded by Mrs S Brownell

**RESOLVED:** That the ordinary Parish Council minutes of the meeting held on 9 May 2011 be approved as a correct record and signed by the Chairman.

## 5.0 MATTERS ARISING FROM PREVIOUS MINUTES

### 5.1 'Shavington Triangle'

The Vice Chairman reported that approximately 120 residents attended the recent public meeting. Mr D Duthie gave an update on the current situation and said that a further public meeting had been arranged for 29 June 2011, further details on Parish Council website. Cllr J Clowes explained that she had spoken to Cheshire East and they had confirmed that the consultation period ran until the end of August 2011.

The Vice Chairman asked for a show of hands to confirm the Parish Council's position on the proposals. All seven Members were opposed, therefore confirming that the Parish Council were **OPPOSED**, in principle, to the Shavington Triangle proposals.

## 6.0 UNITARY COUNCILLOR'S UPDATE

Cllr J Clowes advised that she had been appointed onto the Southern Planning Committee for Cheshire East Council. Cllr J Clowes explained her position on how this would work if a planning application came in for Wybunbury.

Cllr J Clowes had raised the question in regard to the WREN funding with Cheshire East Council as requested, but unfortunately, had not been able to make much progress. Cllr J Clowes agreed to continue to chase with Cheshire East.

Cllr J Clowes gave a brief update on the current position of the footpath issue at the rear of Kiln Lane. *Mrs B Colbert expressed an interested in regard to this matter.*

## 7.0 WAR MEMORIAL WORKING GROUP

Mr S Howcroft reported that the restoration works were now underway and that it had been agreed to keep the memorial in its current location.

## 8.0 PARISH PLAN UPDATE

Mr S Howcroft reported that the second part of the renovation works was due to commence shortly and was expected to be complete by the end of the school term. Mr S Howcroft said that if there was a shortfall with the monies, the Parish Council may be approached to help cover this balance; however, it was hoped that another grant application could be made in the meantime. Mr D Duthie asked for this to be included on the agenda for the next Parish Council Meeting. Members **AGREED**. Mr S Howcroft added that there hoped to be an 'opening ceremony' on 26 August 2011 on the playground to celebrate the completion of the project.

The Vice Chairman asked Mr S Howcroft if he could arrange for the SID to be moved to a different location/direction in the village as drivers were getting used to it being in the same place. Mr S Howcroft **AGREED**.

## 9.0 VILLAGE PLANTERS

### 9.1 Planting Maintenance

The Vice Chairman advised that the planters needed to be re-bedded for summer. The Clerk said last year's bill was £364. As there was now one planter less, the works needed to be re-quoted, it was;

Proposed by Mr S Howcroft and seconded by Mr T Lightfoot

**AGREED:** That the Clerk contact Mountfords to obtain a quote to replant the six planters with summer bedding.

### 9.2 Moving of Planter from Village Hall to Main Road

The Vice Chairman explained that one of the planters on the grassed area of land on Main Road was broken. It was suggested that the planter from the Village Hall be moved to replace the broken planter. This was agreed by all Members. Mr S Howcroft said that he would arrange this.

## 10.0 VILLAGE MAINTENANCE

The Vice Chairman had noticed that weeds had grown within the footpath at the back of Main Road as well as along the pavements in the village. The Vice Chairman wondered if the lengthsperson could remove the weeds. The Clerk asked Members to bear in mind that by asking the lengthsperson to undertake more duties may mean the Parish Compact budget could be exceeded. Mr J Mahon said that the Scouts were looking for community work. Mr J Mahon **AGREED** to see if the Scouts would like to do this.

A concern was raised in regard to the condition of the Parish Council's benches and some needed to be re-stained. Mr T Lightfoot **AGREED** to look at the benches and undertake a risk assessment. It was thought that the lengthsperson could stain the benches if required. Mr D Duthie **AGREED** to discuss these extra jobs with the Lengthsperson.

Mrs S Brownell advised that the handrail alongside the steps on Bridge Street had become loose and were a health and safety hazard. The Clerk **AGREED** to speak to Cheshire East.

Mr S Howcroft explained that flooding in the dip along Main Road continued to be a problem. The Clerk **AGREED** to speak to Cheshire East Council.

## 11.0 SALLY CLARKE'S LANE

### 11.1 Transfer of land from Cheshire East Council

The Clerk advised that she had still heard nothing from Cheshire East Council.

### 11.2 Garage Site Rent Renewals

The Clerk advised that the rent renewals for the garage site were due on 1 July 2011. The previous six months was for £42.

Proposed by Mr T Lightfoot and seconded by Mr S Howcroft

**AGREED:** That the renewals be sent out for the period of 1 July 2011 – 31 December 2011 at the current rate of £42 per site.

A question was asked about what was happening with the site in the future. After a short discussion it was suggested that students at Reaseheath College may like to design a few ideas as a project?

Proposed by Mr J Mahon and seconded by Mrs S Brownell

**AGREED:** That the Clerk contact Reaseheath to see if they would be interested in the designing ideas.

Mrs B Colbert added that once a decision was made, a grant application from WREN could be applied for by the Parish Council.

### 11.3 Grass Cutting/Site Maintenance

After a short discussion it was;

Proposed by Mr S Howcroft and seconded by Mr T Lightfoot

**AGREED:** That the Clerk contact Mountfords to obtain a quote to trim the Parish Council's land at the site.

## 12.0 LOCAL SERVICE DELIVERY – IMPACT OF ASSETS TO TRANSFER BY AREA

The Vice Chairman referred to the email previously circulated and explained in detail. It had been suggested that the football pitch could be transferred to the Parish Council from Cheshire East. Cllr J Clowes said any budget monies would also be transferred. Mr T Lightfoot stressed that the role of Parish Clerk would become more demanding with each asset transferred over.

## 13.0 PLANNING MATTERS

### 13.1 Planning Applications Received

The Clerk advised that no new planning applications had been received. Cllr J Clowes added that the planning application for the former Little Island Nursery had been approved 'with conditions' by Cheshire East.

## 14.0 FINANCE

### 14.1 Authorisation of Payments

The Clerk informed Members that the following payments needed approval:

£240.50 – Clerk Salary

£60.60 – Cheshire West & Chester Council (combined Pension contributions)

£62.50 – Mr P Sinclair (payment for website maintenance works)

£100.00 – Mr D Green, (payment for lengthsperson duties)

£20.00 – NALC, purchase of new Standing Orders Booklet

Proposed by Mr T Lightfoot and seconded by Mrs B Colbert, it was **AGREED** that the above accounts be settled.

## 16.0 CORRESPONDENCE

The Clerk referred to the email which she had previously circulated from the National Co-ordinator for Local Works.

## 17.0 ANY OTHER BUSINESS

No items raised.

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In accordance with the provisions of the public bodies (Admissions to Meetings Act 1960), Members voted to exclude the press and public from the proceedings for item 15.

Proposed by Mrs S Brownell and seconded by Mr T Lightfoot

**AGREED:** That the meeting be closed to the press and public for item 15.

#### **15.0 APPOINTMENT OF CLERK – DELEGATION OF POWERS TO REMUNERATION COMMITTEE**

The Vice Chairman advised that he had been contacted by the Internal Auditor, who had raised concern at the Chairman's comments at the previous meeting in regard to him knowing somebody who would be suitable to undertake the role of Parish Clerk. The Internal Auditor felt that should this individual apply and be selected for interview, the Chairman would need to declare an interest. After a short discussion, it was believed that this would not be a problem as it was common for interview panels to personally know those being interviewed. No Members had any problems if this circumstance arose.

The Vice Chairman informed Members that four applicants had applied for the position of Parish Clerk and that interviews had been arranged for the evening of Monday 27 June 2011. The Vice Chairman explained that the Remuneration Committee needed to be given delegated powers in order to appoint following interviews.

Proposed by Mr S Howcroft and seconded by Mr T Lightfoot

**AGREED:** That the Remuneration Committee be given delegated powers to appoint following interviews.

Mr D Duthie raised concern over the draft contract which had been circulated. Mr T Lightfoot confirmed that the Chairman had spoken with Nalc and Chalc and they had provided him with the contract to use as a guide. Mr D Duthie was not happy with the content and said that he was prepared to write a contract for consideration for the role of Parish Clerk. Mr J Mahon stressed that contracts needed to be accurate with no room for error as it was a legally binding document. Mr T Lightfoot said that the Remuneration Committee would look at the contract again and circulate the proposed final draft to all Members for approval as soon as possible. Mr D Duthie asked for a note to be made to confirm that he was not in support of the contract in its current form. No other Members raised concern.

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#### **Date of Next Meeting**

**RESOLVED:** That the date of the next Meeting would be held on Monday 11 July 2011 at 7:30pm.

Chairman:  .....

Date: 11-7-2011 .....