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**WYBUNBURY PARISH COUNCIL****MINUTES OF A MEETING HELD ON 9<sup>TH</sup> JUNE 2014  
AT THE VILLAGE HALL, WYBUNBURY**

**PRESENT:** Cllr T Lightfoot, Chairman, Cllr D Duthie – Vice Chair, Cllrs. S Brownell, B Colbert ,  
R. Ellison-Jones, S Howcroft, J Mahon,

**IN ATTENDANCE:** The Clerk - S Togay, CEC Councillor J Clowes  
and 3 Members of the Public

**1 APOLOGIES:**

Cllr P Jackson

**2 DECLARATION OF INTERESTS**

No declarations were made at this time.

**3 PUBLIC QUESTION TIME**

None

**4 MINUTES OF THE MEETINGS HELD ON 12<sup>TH</sup> MAY 2014**

The Chair and Vice Chair had had discussions on the format of the minutes for 12<sup>th</sup> May and on advice from ChALC and with reference to WPC Standing Orders, the minutes had been amalgamated as one meeting.

It was proposed by Cllr. Duthie and seconded by Cllr. Colbert that the minutes be approved and signed with the following amendments:

- The word 'General' be taken out of the heading.
- Ref: 17.2. Amendment of wording to give clarity: The Annual Return for the financial year ending 31 March 14 was approved and signed by the Chair in order to complete the Annual Audit process.
- Ref 10: The confirmation of Wybunbury United Charities Council Representatives had not been deferred. Cllrs Colbert and Duthie were the representatives along with Linda Buchanan. In addition, The WPC reps for The Police Cluster Meetings were Cllrs Howcroft and Jackson.
- Ref 14.3: Cllr Ellison-Jones had been asked to approach Richard Masser ref the website not as stated been approached by Richard himself.

**5 MATTERS ARISING**

**Ref: Item 19 – Village Planters.** Requests for quotations had been sent to Russell Bates, David Green and Mick Brookes. Mr Bates had stated he did not wish to quote but no response had been received from the other potential service deliverers. Cllr Ellison-Jones had spoken to Mr Brookes who was interested and would chase up a quote for costs to be presented to Council.

**6 VILLAGE MATTERS**

**6.1 and 6.2 (linked) Lych Gate Memorial and The War Memorial.** Money raised had been intended for The War Memorial which is therefore the priority. If there are any funds left once work on the war memorial is completed, then a grant may be considered ref the Lych Gate Memorial to the Parish Council.

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The Chair asked for clarification reference the management of the Lych Gate improvement project. It was stated that it was being managed on behalf of The Tower Trust, whose remit was in fact all about the maintenance of the tower but that the deeds did include the Lych Gate. However it had taken opportunity as a body to apply for an available grant when there had been a small window of opportunity to do so. Commendably this had resulted in the receipt of a grant. The potential involvement of WPC as a vehicle for payment ref VAT may not be necessary as the contractors were not VAT registered and it would may therefore not be relevant. However if involved the WPC would need to know full details of the project and related finances.

John Steadman had now informed Councillors that 'Oxleys' had completed the new memorial stone free of charge and which would now need to be sited by Bankcliffe. Consideration was also needed to the cleaning of the area due to build-up of algae and moss in order to complete the enhancement of the memorial.

No further action at this moment until funds available had been fully allocated to The War Memorial Enhancement Project.

**6.3 Public Footpaths – Wybunbury to Hough** The footpath at the back of The Swan/churchyard to Wood Cottage and onward to Hough, is across land which had styles that were not dog friendly and included electric fences. In addition the final field had the presence of bulls. Discussions took place as to who was responsible for the erection of the fencing in order to address the problem. See Item 8 as CEC Cllr Clowes has offered to follow up with CEC Officers.

**6.4 Grounds Maintenance** – There had been a lot of complaints within the village as to the recent quality and frequency of grounds maintenance. The Clerk had spoken to ANSA, Cheshire East in relation frequency of cut to the playing field hedges. Streetscape had informed WPC that this hedge was done every 3 years and offered to program it in the Winter Programme. In addition ANSA requested any specific problems be logged and supplied to them in order for any appropriate action to take place. The Clerk to chase this up including the collapsed area of hedge on the playing field and Members to inform her of any problem spots.

**Sally Clarke's Lane** – This area was in need of maintenance. In order to improve the area, strimming was needed, the corner area needed levelling, stoning and seeding potentially with gaban. It was resolved that the following actions needed to take place:

- A Sally Clarke's Lane Sub Committee Meeting to take place.
- The Church Yard Group to strim the area for an approved donation. Item to be included as an agenda item at July Meeting for approval.

## 7 PARISH COUNCIL ISSUES

**7.1 Co-option Of Councillor Due to Casual Vacancy** – One application had been received. However it was brought to the Council's notice that the vacancy had only been posted on the website. With additional advice from the ChALC it was therefore decided that to avoid criticism the vacancy would also be posted on the WPC Boards. This in no way prejudiced the one expression of interest received which would be included in the process. Proposed by The Chair and seconded by Cllr Ellison-Jones.

**7.2 Wybunbury PC/Village Hall Joint Committee** – A meeting of the Village Hall Committee had agreed to the proposal of a joint committee and allocated Mrs Susan Ewing and Mrs Anne Crowe to represent the interest of the Village Hall. The Clerk to provide their contact details to Cllr Lightfoot in order for the first meeting to be arranged

**7.3 and 7.4 Access Over Car Park for 49 Main Road/Village Hall Lease.** Mr and Mrs Pike had now paid the licence fee to the Parish Council. Any issues relating to this and the Village Hall Lease would be the remit of the WPC/VHC Joint Committee which would then report to its relevant bodies.

**7.5 Parish Council Website Meeting -** Discussions to place in relation to the necessary update and maintenance of the website. Expressions of interest had only been received from Richard Masser who had successfully improved the Tower Trust Website. It was resolved that Cllr Ellison-jones meet with Mr Masser re costings, details such as a members area, linked in emails for members, design, maintenance by the Clerk and this be included as an agenda item at the July Meeting. The present situation to continue until new proposals accepted.

## **8 CHESHIRE EAST BOROUGH COUNCILLOR'S REPORT**

Councillor J Clowes highlighted the following items:

The Finger Post at Newcastle Road pointing the wrong way.

There is now a consultation period re 40mph limit on Wybunbury Lane. Further information to be supplied

Cllr Clowes would look into the matter of the fencing on the Public Right Of Way (PROW) re Item 6.3 as it would seem not to be under the remit of CEC. She would contact the PROW Officers to gain more information.

106 Agreement, Bridge Street – Cllr Clowes would follow this up regarding the consultation period which WPC would be involved in.

Roadworks for Bridge Street Update – The white lining for this section was in the September Highways Budget but would not be carried out until other roadworks completed.

Neighbourhood Plans. – Many rural parished areas were now looking into Neighbourhood Plans. These strategic documents were cost prohibitive for small parishes and also involved a lot of work but were important in relation to giving legal weight to such things as planning issues. Successful federations of parishes have been created in other areas and Cllr Clowes asked if Wybunbury PC would like to be included in a local cluster of parish.

After discussions it was resolved that Wybunbury PC would be interested in attending a first meeting. Cllrs Lightfoot and Duthie were nominated at the contacts for Wybunbury PC. Cllr Clowes would forward any further information in relation to this.

Stock Lane/Newcastle Road Traffic Lights – Cllr Duthie had successfully actioned this incident with Cllr Clowes but was puzzled as to why he had been asked for any relevant registration numbers for vehicles involved. Cllr Clowes explained that this was part of the normal procedure when Highways equipment was damaged in order for a potential recharge to be made to vehicles involve

## **9 PLANNING MATTERS**

### **9.1 Applications received since last meeting:**

**14/229 – 2 Moorlands Drive, Wybunbury Proposed 2 storey extension with parking provision. Comments deadline 6 June but extension received until 10 June.**

The Council resolved to register no objection subject to Highways requirements.

**14/1899N – 1 Fields Close, Wybunbury. Conversion of garage into room. CVomments deadline 12 June.** The Council resolved to register no objection.

**14/2203N - Little Island Livery, Hymoor Green Road, Wybunbury – Variation of Condition 2 (alteration of occupancy from temp to permanent) on approval 10/4497N (Appeal Decision) – Change of use for the land from horticultural to equestrian, the provision of a 60x30m ménage and 60x12m stable block, a muck midden and hay store, a horse walker and the request for variation of occupancy of the site to include equestrian manager. Comment deadline – noon 10 June.**

After much discussion Council resolved that Cllr Clowes would call in the application as it felt that all appeal conditions set needed to be monitored to ascertain if had been met and it was not operating as originally stated.

## 9.2 Decisions since last meeting

The decisions can be viewed on the Parish Council website.

## 10 FINANCIAL MATTERS

**10.1 Approval of Year End 2013/2014 receipt and Expenditure Report** – One query on the report presented at the June meeting had been checked with the previous Clerk in relation to the License Fee for Access to Car Park. As this figure was correct the Year End Receipt and Expenditure Report was approved. Proposed by Cllr Mahon and seconded by Cllr Howcroft.

## 10.2 Authorisation of Payments

**RESOLVED:** That the following payments be authorised:

Clerk's Salary 9 June- 14 July 14	£201.55
HMRC Tax on Salaries	£50.39
Broker Network Ltd (for Came & Co)	£449.86
Chalc (Training TL/ST)	£60.00

Let it be noted that an income of £1,150 had been received from Cheshire East for the Parish Compact.

In order to monitor the balance of accounts in order to make informed decisions regarding WPC Expenditure, a Financial Sub Committee would be formed. Cllrs Lightfoot and Duthie to be allocated to this function.

## 11 CORRESPONDENCE

None

## 12 ANY OTHER BUSINESS

**Christmas 2014** – Cllr Howcroft had highlighted the need for new LED golfball bulbs to be procure in good time for Xmas 2014. In addition the Clerk to research further tree suppliers. Xmas to be included as an agenda item at the July Meeting

**DATE OF NEXT MEETING Monday 14<sup>th</sup> July 2014 to be held at Wybunbury Village Hall commencing at 7.30pm.**

.....Chairman.....Date