

**CHAPEL AND HILL CHORLTON PARISH COUNCIL  
MINUTES OF PARISH COUNCIL MEETING held on  
TUESDAY 9<sup>th</sup> October 2018 at 7:30pm**

**Present:**

**Councillors:** Mrs V Follwell. (Chairman), C. Follwell, P. Hunt, J. Neal, Ms J. Oppenheimer, D. Sant.

Borough Councillor: D Harrison.

**174.10/18 To receive apologies for absence.**

Parish Councillor: D. Mayer.

County Councillor: P. Northcott

**175.10/18 To receive Councillors declarations of Pecuniary Interest in items on the agenda.**

None were declared.

**176.10/18 Public Participation:**

There were no members of the public present.

**177.10/18 To consider approving and signing the minutes of the last regular meeting held on 4<sup>th</sup> September 2018.**

The minutes from 4<sup>th</sup> September 2018 were confirmed as a true record and signed.

**178.10/18 To consider matters arising from the minutes not included elsewhere on the agenda.**

There were no matters arising.

**179.10/18 Borough and County Councillor Reports.**

**Borough:**

- Borough Councillor D. Harrison noted there had been some improvements in the recycling collections in Chorlton and asked that he was kept informed of any issues that may arise.
- There were still issues with litter and fly tipping on the layby. Cllr Ms J Oppenheimer to send Cllr Harrison photographs of fly tipped turf.
- The planned caravan site at Blackbrook had been called in and was due to be heard at planning committee in December.
- A financial mid-term strategy to 2023 had been approved by cabinet and was scheduled to be scrutinized in December.
- NBC cabinet had approved the introduction of an annual opt in charge of £36 for green bin collections. The decision had been called in and was due to be scrutinized.
- NBC cabinet had also approved the masterplan for the Keele corridor on part of the old municipal golf course. It would comprise 800-1200 houses. The project was in the greenbelt. The decision had been called in and was due to be scrutinized.

**180.10/18 Staffordshire Road Safety Grant Application for Speed Indicator Device (SID) in Hill Chorlton.**

The Clerk had submitted an application on 6<sup>th</sup> September. It was agreed that if the Parish Council was successful it may ask the funders to consider a mobile version of the SID. If it was not successful it would talk to neighbouring parishes to see if a mobile SID and costs could be shared.

**181.10/18 Priorities in Hill Chorlton.**

A spreadsheet of consolidated priorities raised by parishioners and noted on site visits, had been prepared by Cllr Ms J Oppenheimer and circulated by the Clerk.

It was agreed that there needed to be a smaller group formed to look at the actions that could be taken or influenced by the Parish Council.

It was **resolved** that Mrs. V Folwell, Ms.J Oppenheimer and D.Sant would be the group to take that forward.

It was agreed at the meeting that Highways and Highways safety were priority issues and that Staffordshire County Highways needed to be engaged in the process.

It was **resolved** that the Clerk would write to Staffordshire County Council Highways and copy County Councillor P Northcott in, bringing these issues to their attention again and asking for a response. There would also be the request for an updated traffic survey as requested by the Clerk in July 2018.

It was **further resolved** that the Clerk meet on site with Community Liaison Highways Officer to explain the issues.

**VF/JO****DS****Clerk****Clerk**

The poor condition of the bench in Hill Chorlton had been raised by a parishioner and as a result had been removed. There had been several requests from Hill Chorlton residents to have the bench replaced. It was agreed that a recycled plastic bench would be the most appropriate in the current location.

**Clerk**

Clerk to bring 3 quotations to the Council for consideration.

It was **resolved** to replace the bench subject to the funds been available.

A request had also been received for an additional bench to be sited by the notice boards in Hill Chorlton. It was noted that the placing of any new benches had to have approval from SCC Highways especially due to its close proximity to the A51. It was agreed to look at this request in the new financial year but to prioritise the replacement bench.

The question of the location and maintenance of the current tub planters within Hill Chorlton was raised and discussed at some length. There had been representations from parishioners in the Hill Chorlton area to keep the planters. It was agreed that the contractor should not be involved in the planting or maintenance. Councillors felt that the tub on the bend had little impact and would perhaps be better relocated. Parishioners view to be ascertained.

**JN**

Cllr J Neal agreed to plant up the current tubs..

**182.10/18 Traffic Survey in Hill Chorlton.**

This was discussed and resolved at 181.10/18

**183.10/18 Neighbourhood Development Plan**

The second consultation was scheduled to end on 31<sup>st</sup> October 2018.

It was anticipated that the draft plan would be submitted to NBC by the end of November where further consultation would take place. It was envisaged that the local referendum would take place in spring 2019.

**184.10/18 Draft Statement of Licensing Principles.**

The Parish Council had no comment to make on this draft statement.

**185.10/18 Draft Air Quality Action Plan**

The Parish Council felt that a full and comprehensive North Staffordshire transport plan including public transport was needed in order for the plan to address the issues in a holistic way.

**186.10/18 Request from Robin Carr Associates re claimed public bridleway.**

The information had been previously circulated. The location had only ever been known as a footpath by the Parish Council and not a bridleway.

**187.09/18 HS2.**

- a. The public consultation events at Whitmore Village Hall on 27<sup>th</sup> October and The Madeley centre on 24<sup>th</sup> October were noted.
- b. HS2 would be attending the next Parish Council meeting on 13<sup>th</sup> November. The meeting would commence at 7:00pm and formal business of the Council would proceed directly afterwards.

**188.10/18 Defibrillator//BT Box Update**

The donated defibrillator was found to be working and fit for purpose. An application had been made to Cllr P Northcott for part of the funding. Clerk was in the process of acquiring the best price for the cabinet and installation. It was agreed that Cllr C Follwell approach Stableford Caravan Park for a room to carry out the training in the Spring.

**CF****189.10/18 General Data Protection Regulations.**

The Clerk advised the Council of the following:

- a. Enquiries were underway to provide Parish Councillors with dedicated Parish Council e-mail addresses.
- b. Any breaches of information needed to be reported to the ICO within 72 hours-no exceptions. . Please let the clerk know if you suspect a breach immediately.
- c. Please ensure all memory sticks, tablets, phones, PCs etc that hold any personal Parish Council records are encrypted or pass worded as appropriate.
- d. As soon as a person requests personal information there is a strict 28 day time limit that starts when the request is made. Please let the Clerk know as soon as you receive a request. The Clerk will be starting to put auto response on non worked Chorlton Days to ensure request times only start on the next working day.

**190.10/18 Parish Appearances**

These had been noted in 181.10/18. Highways issues would be pursued at the site visit and letter. Borough Councillor D. Harrison would ask NBC for a litter bin in the lay by on A51.

**DH**

**191.10/18 Financial Matters**

- a. It was **resolved** to approve the payment schedules and transfers as appended.
- b. It was **further resolved** to note budget update as at 30<sup>th</sup> September 2018 as appended.
- c. It was **further resolved** to approve the bank reconciliation statement as at 28<sup>th</sup> September 2018
- d. There was some discussion about budget setting for 2019-20. The concurrent funding from NBC would be reduced by a further 23% and there was no confirmation as yet that the Council tax Support Grant would be forthcoming in 2019-20.

It was **resolved** to form a subgroup to look at recommendations for the budget 2019-20, comprising Cllrs J. Neal, C. Follwell, P. Hunt and D. Meyer.

**JN/CF/  
PH/DM**

**192.10/18 Town and Country Planning Matters.**

- a. 18/00612/FUL-Red Gates, Haddon Lane-extensions and alterations.

<http://publicaccess.newcastle-staffs.gov.uk/online-applications/PLAN/18/00612/FUL>

The application had been approved by NBC.

- b. 18/00507/OUT-Croft Farm, Stone Road, Hill Chorlton. Outline planning for the demolition of existing buildings, 1 replacement farmhouse, erection of 11 bungalows, access, parking and amenity space.

<http://publicaccess.newcastle-staffs.gov.uk/online-applications/PLAN/18/00507/OUT>

No decision had been taken by NBC.

**193.10/18 Remembrance Sunday**

- a. It was resolved to approve the donation of £60 to the Royal British Legion for the poppy wreath.
- b. It was resolved to ask the retired Clerk and ex-parish councillor Harry Butters to lay a wreath on behalf of the Parish Council.

**Clerk**

**194.10/18 Clerks Report**

- a. LAP-a questionnaire had been sent out re LAP and circulated to all councillors. The Parish Council supported the LAP and recognized the potential it had for effective partnership working. Cllr Ms J Oppenheimer had sent the non-planning aspects of the neighbourhood plan to the co-coordinator with a view to looking at joint working.
- b. The Clerk agreed to circulate the link to the presentations she attended at the SLCC Cheshire branch annual conference in Middlewich.

**Clerk**

**195.10/18 Equality and Crime and Disorder Statement.**

Councillors appreciated no decisions had been taken during the Meeting which were affected either by Race and Equality legislation, or by the Crime and Disorder Act 1998.

**196.10/18 Councillors Planned Absence**

No absences were noted

**197.10/18 Date of the next regular meeting will be Tuesday 13<sup>th</sup> November 2018, commencing at 7:00pm. In Copeland Cottage, Haddon Lane. Please note change of start time.**

The Chairman thanked the Councillors for their attendance, and there being no further business, closed the Meeting at 9:35pm.

**Appendix A Payment Schedule.**

| <b>BACS/CHQ NO.</b> | <b>TO WHOM PAID</b> | <b>DETAILS</b>   | <b>Total inc VAT</b> |
|---------------------|---------------------|--|----------------------|
| 025/18/19           | Mrs J Simpson       | Salary September 2018, office expenses and mileage               | 216.40               |
| 026/18/19           | HMRC                | PAYE September 2018 for Mrs J Simpson                            | 3.80                 |
| 027/18/19           | Mr S Hough          | Dismantle, removal and disposal of rotten bench in Hill Chorlton | 30.00                |
| 028/18/19           | SPCA                | New Councillor training  | 20.00                |
| 029/18/19           | Cheshire SLCC       | Contribution to seminar attended by Clerk in Middlewich          | 7.50                 |
| <b>Total</b>        |                     |  | <b>277.70</b>        |

**Appendix B Budget update as at 30<sup>th</sup> September 2018**

| <b>HEADING</b>            | <b>BUDGET 18/19</b> | <b>30th September</b> |
|---------------------------|---------------------|-----------------------|
| <b>ADMINISTRATION</b>     |                     |                       |
| Salary Costs (inc tax)    | 1155.84             | 1059.52               |
| Internal Audit            | 0                   | 56.96                 |
| Office costs              | 173                 | 158.4                 |
| Stationery                | 30                  | 39.99                 |
| Expenses (mileage)        | 180                 | 122.85                |
| Training                  | 200                 | 0                     |
| Web site support          | 60                  | 0                     |
| PC purchase. Web site etc |                     | 0                     |
| Room Hire                 | 100                 | 72                    |
| Insurance                 | 305                 | 277.84                |

Signature

Date

|                                 |                |                |
|---------------------------------|----------------|----------------|
| <b>TOTAL</b>                    | <b>2203.84</b> | <b>1787.56</b> |
| <b>SUBSCRIPTIONS</b>            |                |                |
| SPCA                            | 150            | 131            |
| <b>TOTAL</b>                    | <b>150</b>     | <b>131</b>     |
| <b>SECTION 136 DONATIONS</b>    |                |                |
| Poppy Appeal                    | 60             | 0              |
| First Responders                | 0              | 0              |
| <b>TOTAL</b>                    | <b>60</b>      |                |
| <b>CONCURRENT FUNCTIONS</b>     |                |                |
| Summer bedding plant tubs X 3   | 96             | 96             |
| Village Green grass cutting X 4 | 392            | 228            |
| Footpath one                    | 60             | 0              |
| <b>TOTAL</b>                    | <b>548</b>     | <b>324</b>     |
| <b>ASSETS</b>                   |                |                |
| Noticeboards                    | 400            | 163.98         |
| BT phone box                    | 200            | 495            |
| Benches X 2                     | 100            | 0              |
| <b>TOTAL</b>                    | <b>700</b>     | <b>658.98</b>  |
| <b>ALL TOTALS EXPENDITURE</b>   | <b>3661.84</b> | <b>2901.54</b> |
| <b>INCOME</b>                   |                |                |
| Precept                         | 3010           | 3010           |
| Sec 136 concurrent functions    | 438.75         | 394            |
| CTSG                            | 190            | 190            |
| Bank interest                   | 3              | 2.29           |
| Grazing rent                    | 10             | 20             |
| Rent for Green                  | 5              | 0              |
| Landfill rent                   | 100            | 100            |
| Transparency fund               | 0              |                |
| <b>VAT</b>                      |                | <b>195.93</b>  |
| <b>TOTAL INCOME</b>             | <b>3756.75</b> | <b>3912.22</b> |
| <b>RESERVES</b>                 |                |                |
| Business Reserve 2              |                | 0.22           |
| Business reserve 1              |                | 8345.97        |
| Current Account                 |                | 291.35         |
| Total in bank                   |                | 8637.54        |

Signature

Date