

CHAPEL AND HILL CHORLTON PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING held on
TUESDAY 14th May 2019 at 7:45pm at Copeland Cottage, Haddon Lane, Chapel
Chorlton.

Present:

Councillors: Mrs V Follwell. (Chairman), C. Follwell, J. Neal, D. Sant.

Clerk: Mrs. J. Simpson.

079.05/19 To receive apologies for absence.

Parish Councillors: P. Hunt, R. Montague

080.05/19 To receive Councillors declarations of Pecuniary Interest in items on the agenda.

None were declared.

081.05/19 Public Participation:

There were no members of the public present.

082.05/19 To consider approving and signing the minutes of the last regular meeting held on 16th April 2019

The minutes from 16th April 2019 were confirmed as a true record and signed.

083.05/19 To consider matters arising from the minutes not included elsewhere on the agenda.

- a. Coombsdale-County Cllr P Northcott had confirmed with the Clerk that he would be accessing his highways funding to purchase warning signs for HGVs at either end of the lane. The signs would be installed once staffing resources were available.

- b. Adventure Playground-there had been no response from the Clerk trustees. The Clerk was chasing.

084.05/19 Borough and County Councillor Reports.

1. Borough:

No report was available.

2. County:

No report was available.

085.05/19 Planning Applications.

- a. No new planning applications had been received.
- b. 18/00507/out-Croft Farm appeal-the Clerk and Chairman had received a request from a Parishioner to amend the original comments submitted by the Parish Council. The Parish Council had held an open meeting for the public prior to submitting the comments. There had also been an EGM called to formulate the response where members of the public had been present and supported the response. Cllr R Montague had also talked with local residents who would prefer a smaller development than proposed by the developers. It was therefore **RESOLVED** not to add or amend any of the original comments that had been originally submitted.
- c. The Clerk had been concerned that the Parish Council had not been notified of the appeal and had corresponded with the head of planning who was looking into the matter.

- 086.05/19 Neighbourhood Development Plan.**
Consultation under regulation 16 was now underway and the closing date for comments was 4th June 2019.
- 087.05/19 Defibrillator in BT Box**
- The cabinet had been installed and just needed the AED to be fitted. Cllr D Sant to check with Eccleshall First Responders what if any action was now needed from the Parish Council. Clerk to write to the electrician thanking him for his support. **DS Clerk**
 - The training days had been arranged for Tuesday 4th June 7-9pm and Saturday 8th June 10am-12pm at The Madonna Club, Stableford Caravan Park.
 - It was **resolved** that the Clerk obtain 50 leaflets from Keele Print unit and that Cllr Mrs. V Follwell would deliver the Chapel Chorlton area and Cllr J Neal would deliver the Hill Chorlton area. **Clerk VF JN**
- 088.05/19 Stableford Flower Beds.**
No update was available.
- 089.05/19 Installation of SIDs in Hill Chorlton**
Clerk had met Highways on site and pinpointed exactly where the potential three metal poles would be placed. A discount had been circulated in the clerks report for the purchase of two or more SIDs. The final step was to secure a quotation from Eon to provide and install the metal poles so it could be established exactly how many could be provided from the current grant money. **Clerk**
- 090.05/19 Parish Appearances and Highways.**
- a. Junction at Sandy lane-the grass verge had overgrown and was causing visibility issues. It had been reported 4157357 and the grass had been cut.
 - b. There had been complaints about rubbish left after the last recycling collection. Had been reported to NBC by the Clerk.
 - c. A parishioner had made a suggestion that Severn Trent could perhaps improve the right of way footpath that went over their land whilst carrying out remedial works at the sewerage farm. The idea had been supported by SCC and requested that the Parish Council make the approach in the first instance. It was agreed that Cllr J Neal would visit on Thursday or Friday of that week. **JN**
- 091.05/19 Financial Matters.**
- a.) Bench in Hill Chorlton-it was **RESOLVED** to approve the purchase and installation of the bench at a cost of £354
 - b.) End of year accounts-these had been previously circulated and it was **RESOLVED** to approve the accounts to 31st March 2019.
 - c.) Exemption from Limited assurance review-it was **RESOLVED** to certify that Chapel and Hill Chorlton Parish Council was exempt from a limited assurance review under section 9 of the Local Audit (Smaller Authorities) Regulations 2015, and the exemption certificate was duly signed by the Chairman and Responsible Financial Officer.

- d. Internal audit-the findings of the internal auditor were duly noted and the internal auditor had signed the Annual Internal Audit Report 2018-19 without any qualification.
- e. Assertions in section one of Annual Governance and Accountability Return 2018/19-this section was duly read out and completed. It was **RESOLVED** that the Chairman and the Clerk sign the statement.
- f. Section two of Annual Governance and Accountability Return 2018/19-it was noted that the asset register for the end of 2018 was restated as it had not been included. It was also noted that columns 7 and 8 had been restated by £1 further due to the rounding up of the Accounting Statement requirements. It was **RESOLVED** to approve the Accounting Statements as presented in section two of the Annual Governance and Accountability Return 2018/19 and that the Responsible Financial Officer sign the statement.
- g. It was **RESOLVED** to approve the payment schedule and transfers as in appendix A

092.05/19 Clerks Report.

The Clerks report had been previously circulated and the contents had been noted.

093.05/19 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.

094.05/19 Councillors Planned Absence

No absences were noted.

095.05/19 Date of the next regular meeting will be **Tuesday 11th June 2019, to commence at 7:30pm**, in Copeland Cottage, Haddon Lane, Chapel Chorlton.

The Chairman thanked the Councillors for their attendance, and there being no further business, closed the Meeting at 20:50hrs

Appendix A Payment Schedule.

BACS/CHQ NO.	TO WHOM PAID	DETAILS	Total inc VAT
007/19/20	Mrs. J Simpson	Salary April 2019 office expenses and mileage	195.90
008/19/20	HMRC	PAYE April 2019 for Mrs. J Simpson	41.40
009/19/20	X2 Connect Ltd	Defibrillator signs	106.44
010/19/20	Mrs. C. Withington	Internal Audit Fees	44.88
Total			388.62

Signature

Date