

**CHAPEL AND HILL CHORLTON PARISH COUNCIL**  
**MINUTES OF PARISH COUNCIL MEETING held on**  
44  
**TUESDAY 10<sup>th</sup> December 2019 at 7:30pm Copeland Cottage, Haddon Lane, Chapel**  
**Chorlton.**

**Present:**

**Councillors:** V. Follwell, (Chairman), C. Follwell, P. Hunt, D. Sant.

Borough Councillor: G. Hutton (part).

County Councillor: P. Northcott

Clerk: Mrs. J. Simpson.

**192.12/19 To receive apologies for absence.**

Parish Councillors: D. Mayer, R. Montague, J. Neal.

**193.12/19 To receive Councillors declarations of Pecuniary Interest in items on the agenda.**

Pecuniary interests were declared by Councillors Mrs V Follwell and C. Follwell for agenda item 198.12/19.a

**194.12/19 Public Participation:**

There were no members of the public present.

**195.12/19 To consider approving and signing the minutes of the last regular meeting held on 12<sup>th</sup> November 2019**

The minutes from 12<sup>th</sup> November 2019 were confirmed as a true record after the following amendments were made:

Cllr Mrs. V Follwell and D. Mayer were present at the meeting and Cllr P. Hunt had sent apologies.

**196.12/19 To consider matters arising from the minutes not included elsewhere on the agenda.**

- a. Web Site compliance-the web site provider had confirmed that the web site was 70% compliant and with some extra work next year should be fully compliant by September 2020. It was noted that extra resources would need to be allocated in 2020-21 budget.

**197.12/19 Borough and County Councillor Reports.**

**1. Borough:**

NBC was currently in Purdah so few decisions had been taken. It was envisaged the budget for 2020-21 would be agreed the following Monday. The second workshop for the Keele University growth corridor had taken place.

**2. County:**

Again due to Purdah no scrutiny panels had taken place. Full Council was scheduled for 19<sup>th</sup> December. Two County farms had been sold prior to Purdah. Youngest ever Farmer of the Year was a tenant on a County farm. Two homes for older people were scheduled to be constructed in the County. There had been no further progress on the installation of signs at either end of Combesdale. There had been 202 road repairs completed and a further 150 new reports logged. 16 successful employment projects had created 27,000 new jobs. All new highways faults must be reported either by the web site or the My Staffs App for phones. There is no longer the ability to report by telephone.

**198.12/19 Planning Applications.**

- a. 19/00877/FUL-Church House Farm, Haddon Lane-construction of agricultural building for the housing of livestock.

<http://publicaccess.newcastle-staffs.gov.uk/online-applications/PLAN/19/00877/FUL>

Cllrs Mrs. V Follwell and C. Follwell had declared a pecuniary interest and therefore took no part in the discussion. The Council was not quorate and therefore unable to finalise any comments. It was agreed that the Clerk circulate a draft reply for approval and it would then be noted under delegated action at the next meeting.

- b. 19/00879/FUL-Broadacres, Haddon Lane-proposed removal of existing 2 no garages and new front extension to form new library, garage and guest bedroom suite facilities.

<http://publicaccess.newcastle-staffs.gov.uk/online-applications/PLAN/19/00879/FUL>

There were no objections to this application.

**199.12/19 Neighbourhood Development Plan.**

The referendum would be taking place on 12<sup>th</sup> December 2019 and a Parishioner who had played a major part in the Neighbourhood Plan would be there at the count on 16<sup>th</sup> December as a counting monitor.

**200.12/19 Installation of SIDs in Hill Chorlton**

- a. The overgrown hedge was causing difficulties and it was agreed that the Chairman and Councillor R. Montague would go and talk to the owner of the hedge in the New Year. The device would be set into an alternative mode at the end of December to see if there was any difference in the statistics from July 19.

**VF/RM  
Clerk**

**201.12/19 Proposed installation of “gates” in Hill Chorlton.**

There had been positive comments at the suggestion of such an installation. The favoured design was the one at Swynnerton. Gates would be needed both sides of the road and at either end of Hill Chorlton. It was **resolved** to obtain some quotations for the work.

**Clerk**

**202.12/19 Standing Orders and Financial Regulations.**

The clerical amendments had been noted and were now updated on the web site.

**203.12/19 Current Action Plan.**

The current action plan was updated and the changes noted.

**204.12/19 Community Neighbourhood Event 2020**

Feedback from the community around the Village Green had indicated a community event was not needed. It was hoped such an event could have been used to raise funds for the purchase and installation of gates in Hill Chorlton. It was agreed that rather than organizing an formal event, phone calls would be made

when good weather was forecast inviting people to bring their own picnics with them.

**205.12/19**

**LAP 14<sup>th</sup> November 2019.**

The draft minutes had been circulated and the content noted.

**206.12/19**

**Parish Appearances and Highways.**

- a. Flooding and mud were still issues in the area. The pothole that had been filled by the village green would cause further issues in the future as it was caused by a blocked drain that was forcing water up through the tarmac. This was a SCC issue. Incident to be reported again.

(Borough Councillor G.Hutton left the meeting at 21:05)

**207.12/19**

**Financial Matters.**

- a. It was **RESOLVED** to approve the payment schedule and transfers as in appendix A.
- b. A draft budget had been circulated by the Clerk. Several amendments were agreed and these would be changed in the proposals and recirculated prior to the January meeting. It was noted that reserves would be needed to cover any potential future byelections and it was recommended practice to hold between 6-9 months operating costs in reserve.

**Clerk  
Next  
agenda**

**208.12/19**

**Clerks Report.**

A consultation relating to the proposed admissions policy for schools has been circulated. The closing dates for replies was 31<sup>st</sup> January 2020.

On the advice of Eccleshall First Responders, the Parish Councils name and postcode had been added to the defibrillator so that if it was used and went to hospital with a patient, staff would know where to return the defibrillator.

**Next  
agenda**

**209.12/19**

**Review of Clerks Salary.**

A discussion took place and it was resolved to approve a 3% increase in pay for the Clerk from 1<sup>st</sup> April 2020.

**210.12/19**

**Equality and Crime and Disorder Statement.**

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

**211.12/19**

**Councillors Planned Absence**

No absences were noted.

**212.12/19**

**Meetings for 2020.**

It was **resolved** to approve the following meeting dates:

Tuesday 14<sup>th</sup> January, Tuesday 11<sup>th</sup> February, Tuesday 10<sup>th</sup> March, Tuesday 14<sup>th</sup> April, (Annual Parish Meeting) Tuesday 12<sup>th</sup> May (Annual Meeting of the Parish Council), Tuesday 9<sup>th</sup> June, Tuesday 14<sup>th</sup> July, 8<sup>th</sup> September, Tuesday 13<sup>th</sup> October, Tuesday 10<sup>th</sup> November, Tuesday 8<sup>th</sup> December.

All meetings to be held at Copeland Cottage, Haddon Lane, Chapel

Chorlton, unless otherwise notified, and commence at 7:30pm.

**213.12/19** Date of the next regular meeting will be **Tuesday 14<sup>th</sup> January 2020, 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 21:25hrs

#### Appendix A Payment Schedule.

<b>NO.</b>	<b>BACS/CHQ</b>	<b>TO WHOM PAID</b>	<b>DETAILS</b>	<b>Total inc VAT</b>
041/19/20		Mrs. J Simpson	November Salary	189.60
042/19/20		HMRC	PAYE November	41.40
043/19/20		SLCC	Part payment of annual membership for clerk	40.25
044/19/20		Copeland Cottage	Room hire Oct Nov Dec	30.00
045/19/20		Mrs. S Sant	Reimbursement of defibrillator batteries.	22.95
<b>Total</b>				<b>324.20</b>

Signature

Date