

**MINUTES OF ROWTON PARISH COUNCIL MEETING
MONDAY 12 MARCH 2018 at 7.30pm**

Present: Councillors Bob Knight (Chair)
Glenys Harrison (Vice-Chair)
Peter Thomas
Doug Jenkins
Howard Hopwood

In attendance Clerk Christine Davies

1 Apologies

Cllr Paul Shannon (family commitment)

2 Declaration of Interest

None

3 To consider approval of the minutes of the ordinary Parish Council Meeting held on 15 January 2018

Resolved: Minutes approved and signed as a true record by Cllr Bob Knight (Chair)

4 Matters arising from minutes not covered elsewhere on Agenda

Village Green – Removal of Compost Bin The compost bin has been removed. Clerk to email Mr Maudlsay to confirm removal and that only authorised removal of leaves allowed.

5 Public Participation

Mr and Mrs Barker in attendance regarding proposed Planning Application at Orchard End, Rowton Lane.

Chair brought forward Item 9

9 Planning

Planning Decision received re 17/05357/FUL 23 St Georges Crescent, Waverton CH3 7R: single storey side and rear extension – Approved.

Proposed Planning Application: Orchard End, Rowton Lane. Mr & Mrs Barker have had sight of outline plans which propose to build a house set back from the existing property and upon completion demolish the existing bungalow. They intend to object to the proposal as the new property will not be built on the existing footprint and will break the current building line. Mr & Mrs Barker believe this will set a precedent and urge the Parish Council to object. The Chair said that as there as yet had been no formal Planning Application submitted the Parish Council were not in a position to respond. He said that the Parish Council always take into consideration the views of local residents

when making its own submission to CWaC. He stated that the Parish Council does not have any additional power in its representations to the Borough Council. He confirmed that upon receipt of the Planning Application, members of the Parish Council would be willing to meet with Mr & Mrs Barker to discuss the proposals. Clerk to forward contact details of planning officers to Mr Barker.

6 Highways

Speed Gun Training – Both Cllrs Jenkins and Harrison (together with Cllr Jenkins' wife and daughter-in-law) have undergone training at two risk assessed sites, namely by the School Sign on Moor Lane and outside The Spinney on Rowton Lane. Cllr Jenkins confirmed that the Speed Indicator Device (SID) on loan was the non-intelligent type – i.e. it does not record the registration numbers of the vehicles, so this information has to be recorded manually. So far the SID has only been used at The Spinney on Rowton Lane and has had a positive effect. The highest recorded speed was 39mph on Rowton Lane and all recorded data is forwarded to Ian Rutherford at CWaC. Cllr Jenkins said that CWaC are happy to loan the SID for a longer period if desired, however, Littleton Parish Council have purchased an intelligent SID (one that records the registration data) and perhaps consideration could be given to making a contribution towards its use. No decision taken.

Rowton Lane & Moor Lane – 20mph speed limit. CWaC's guide to "How local communities can change local speed limits" had been circulated and Councillors discussed its content. However, as CWaC are conducting a 4-year rolling programme of considering residential roads in Chester and District for a 20mph speed limit it was agreed to find out when Rowton would be assessed.

Action: Clerk to contact CWaC to ascertain when Rowton will be assessed for 20mph speed limit.

Lighting on A41 – Clerk reported that that she had received notification from Highways to say that Scottish Power had surveyed the 5 out of action lights and tree surgery was necessary to remove overhanging branches near cables. The required traffic management is anticipated in April.

Action: Clerk to chase up with Highways

Drainage: Moor Lane – Clerk reported that she had been informed that the poor drainage is due to 3 highway drains being blocked. An order has been issued to unblock the drains but as yet not completed.

Action: Clerk to chase up with Highways

Horse and Rider signage: Moor Lane – Clerk reported that communication received from Highways stated that investigation was to take place to ensure that proposed signage met with regulations.

Action: Clerk to chase up with Highways.

7 Village Green Volunteer Group

Cllr Shannon had forwarded email prior to meeting saying that all members of the Volunteer Group had confirmed in writing acceptance of the Risk Assessment and the Manual Handling Guidelines and were happy to continue working to the rota. There were no amendments to the Village Green Risk Assessment.

8 Finance

The following expenditure was approved:-

Payments	Amount	Cheque No
AC Cartwright t/a ACC Business Solutions re website hosting	£72.00	000691
CM Davies Jan Salary 211.96 + 25.20 Expenses	£237.16	000692
CM Davies Feb Salary 172.71 + 15.64 Expenses	£188.35	000693
Bank Balance as at 05/03/2018	£4648.97	

Cllr Peter Thomas signed and dated copy of electronic cash book reconciliation.

Clerk's salary increment Resolved: Clerk's salary to be increased from SP21 to SP22 from 01 April 2016

VAT Claim for £50 refund submitted 21/02/18

10 General Data Protection Regulation Act 2018

New legislation requires Parish Councils to appoint a Data Protection Officer (DPO). It is the National Association of Local Council's (NALC) view that Clerks and Responsible Financial Officers (RFOs) do not satisfy all the requirements of the job. Cllr Hopwood advised that he has received training and would be willing to take on the role of DPO. However, Cheshire Association of Local Councils (ChALC) have advised that NALC are looking at the possibility of a central DPO that they hope to provide at zero or little cost. It was therefore decided to await further notification from ChALC.

11 Carols on the Green

The main issue is the sourcing of electricity to light the Christmas Tree. It is noted that Christleton have an external socket on their village green for xmas tree to plug into. It was agreed to enquire as to their source of electricity. Clerk to action this item.

Cllr Knight agreed to store the stool which is used during the playing of the keyboard. Former Councillor Pat Fitton has said she is willing to organise refreshments for this year's event and Rachel Morrey has again agreed to play the keyboard.

12 Control of Dogs Order Review – Consultation Questionnaire

All 15 questions unanimously agreed and answered by Parish Councillors.
Clerk to forward completed questionnaire to CWaC.

13 Issues for Discussion/Consideration Issues can be discussed but no decision made

Advice cards - Joint Police/CWaC initiative to stop doorstep selling
Bin – To be sited on Village Green
Signage – “20 is plenty”

14 Correspondence

Letter from Government Boundary Commission advising of Final Recommendations re Electoral Review (information on website and Noticeboards)
Glasdon, HAGS & Broxap Brochure
Clerks & Councils Direct March 2018
The Clerk Magazine – March 2018

15 Date of Next Meeting Scheduled for Monday 14 May – but possibly subject to change

Meeting finished at 9.55pm