

MINUTES OF ROWTON PARISH COUNCIL MEETING

MONDAY 13 JANUARY 2020 at 7.30pm

Present: Councillors Paul Shannon (Chair)
Howard Hopwood
Glenys Harrison
Peter Thomas
Bob Knight

In attendance Clerk Christine Davies
Cllr Stuart Parker (CWaC) left at 7.50 pm

1 Apologies

Cllr Michael Smythe (work commitment)

2 Declaration of Interest

None

3 To consider approval of the Minutes of the Ordinary Parish Council Meeting held on 11 November 2019

Minutes were signed as a true and correct record by Cllr Paul Shannon (Chair)

4 Matters Arising not covered elsewhere on Agenda

Village Green Dead tree successfully removed by Treefellers Ltd

Carols on the Green General consensus that event ran smoothly and the weather was kind!

75th Anniversary of VE Day Christleton Parish Council have confirmed that they are not hosting a commemorative event and as yet we have not heard back from Waverton Parish Council

5 Public Participation

No members of the public in attendance.

Councillor Parker said that the Council is currently working on the budget for the next financial year 2020/21 and that by the next parish council meeting, on 9 March, he will know if the Member's Budget is to continue.

6 Highways

i) Surface of junction of Moor Lane/A41 – Clerk reported that John Barnes, Network Steward has asked for work to be prioritised as job has been outstanding for such a long time.

ii) Deterioration of pavement to left of junction of long Rowton Lane/A41 – Clerk reported that as above this work has been prioritised – but no timescale can be given.

iii) Advertising Hoardings on A41. These hoardings are on public land and have therefore been referred to Street Scene.

iv) A41 Pedestrian Crossing Action Group – The 12-hour assessment carried out in September by CWaC has resulted in the positive news that CWaC agree that the survey shows that there is a need for a pedestrian crossing at this location. Cllr Thomas said that the Group is gathering further traffic information for the area and are borrowing Littleton Parish Council's SID to capture the data. It is estimated that the pedestrian crossing facility will cost in the region of £80,000.

v) Hiring of SID from Littleton Parish Council – Littleton Parish Council have requested that training first be undertaken with Ian Rutherford from CWaC. Cllr Thomas said, that as the A41 Pedestrian Crossing Action Group are being trained by Ian Rutherford to operate SID's, he would approach him to establish suitable training and possible hiring dates of SID units for the Parish Council.

Clerk added that she has also contacted Highways about blocked drains at junction of A41/long Rowton Lane and by Holly Bank on long Rowton Lane – no timescale can be given.

7 Noticeboard by Rowton Hall Hotel

The noticeboard is sited against what used to be a gate within the perimeter wall of the Hotel. The wooden base of the noticeboard needs renovating as earth and debris is pushing through the fence board. It was agreed that the earth and debris first be removed in order to carry out repairs.

Resolved: Request Rowton Hall Hotel to kindly remove the debris to facilitate repair work.

Action: Clerk to action

8 Donation to St James' Parish Church, Christleton

The church warden has had a survey commissioned to prune back the trees within the church yard and requested a contribution towards the total cost of £3180. In her written request the church warden said that other parish councils have contributed towards the cost. The Parish Council discussed the matter and decided that before a decision could be made that it would be useful to know what other parish councils had contributed towards the cost. The Parish Council would also like to know if other quotations have been obtained.

Resolved: Contact Church Warden to find out what amounts other parish councils have donated and to recommend services of tree management company Treefellers Ltd

Action: Clerk to action

9 Finance

The following expenditure was approved:-

Payments	Amount	Cheque No
Ladywell Accountancy Services – annual fee	£48.00	000746
CM Davies Nov Sal 229.00 + 20.14 expenses	£249.14	000747
Treefellers Ltd - removal of tree from Green	£156.00	000748
Walkers Oakfield Nurseries - Xmas Tree	£168.00	000749
CM Davies Dec Sal 183.20 + 19.29 expenses	£202.49	000750
CM Davies reimbursement re Carols on Green	£35.59	000751
A Cartwright re web hosting & website assessment	£151.00	000752
Glenys Harrison reimbursement re Carols on Green	£26.00	000753
Bank Balance as at 05/01/2020	£5323.42	

Note: The above Bank Balance includes CIL payment receipt of £1160.25
Cllr Peter Thomas signed and dated the electronic cash book reconciliation
and initialled bank statement number 375 as evidence of verification.

i) To consider Parish Precept for 2020/21

Clerk circulated budget forecast for 2020/21 which includes expenditure for legally required changes to Parish Council website and the purchase of a new Parish Council laptop. Discussion then took place and it was agreed to set the precept for 2020/21 at £4800.

Resolved: The Parish Council unanimously approved request of £4800 to CWaC for financial year 2020/21.

Action: Clerk to action

- ii) **CIL Payment** CWaC have confirmed that this payment can be used for physical infrastructure i.e. highways. Therefore it was decided that the £1160.25 be allocated towards the cost of the A41 pedestrian crossing facility.
Resolved: Clerk to advise CIL Support Officer at CWaC of decision.

10 Planning

Planning Application No 19/04219/FUL re 2 Moorcroft, Whitchurch Road: Side and Rear Extension – No Comment submitted 15/12/19. Planning Decision received re 19/02369/S73 re Land at Moor Cottage, Moor Lane – variations of conditions approved.

11 Neighbourhood Plan

The Council would like to explore the possibility of preparing a Plan for the parish.

Resolved: Invite officer from Neighbourhood Planning at CWaC to next parish council meeting for further information and guidance.

Action: Clerk to action

12 Model Financial Regulations for England 2019

The new Regulations were adopted by the Parish Council. The Regulations state that the Parish Council is responsible for putting in place arrangements for the management of risk. The Parish Clerk to prepare a draft risk policy statement for the next meeting.

13 Website Accessibility Regulations

ACC Business Solutions who host the Parish Council's website, carried out an assessment of the website detailing the areas where the website does not conform to the required accessibility standards. It is estimated it will cost in the region of £395 to carry out the necessary work to the website.

Resolved: The Parish Council agreed for the work to be carried out with the proviso that it be invoiced after 1 April 2020.

14 Parish Laptop

The Parish Council agreed that the Clerk be provided with a new laptop and requested her to provide quotations to be considered at the next meeting.

15 Inventory of Pavements

Cllr Paul Shannon has carried out a walking survey of all the pavements within the parish and has nothing to report.

16 Issues for Discussion/Consideration

None

17 Correspondence

The Clerk Magazine – November 2019
The Clerk Magazine – January 2020
Clerks & Councils Direct – January 2020
Glasdon & Broxap brochures
Fantastic Fireworks re VE Day Celebrations

18 Date of Next Meeting – Monday 9 March 2020