

**MINUTES OF ROWTON PARISH COUNCIL MEETING
MONDAY 12 SEPTEMBER 2016**

Present: Councillors Pat Fitton (Chair)
Karen Newbury (Vice-Chair)
Paul Shannon

In attendance: Clerk Christine Davies

1. Apologies

Cllr Bob Knight (holiday), Cllr Morfudd Salmon (unwell) and Cllr Glenys Harrison (family commitment)

2. Declaration of Interest

None

3. To consider the approval of the minutes of the Ordinary meeting of the Council held on 11 July 2016

Resolved: Minutes approved and signed as a true record by Cllr Pat Fitton

4. Matters arising not covered elsewhere on the agenda

None

5. Public Participation

No members of the public in attendance.

6. Highways

Moor Lane – Speed Aware Programme

To-date only one volunteer, Cllr Glenys Harrison, has agreed to participate in the scheme. There has been no response to a request for volunteers via the Council website. Cllr Newbury suggested putting an advert in the window of Waverton Post Office which is at the top of Moor Lane. This was considered a worthwhile proposal and the Scheme would be evaluated at the next meeting.

Resolved: Clerk to draft advert for approval prior to placing of the advert.

Action: Clerk to action this item.

Overhanging hedge – A41 Clerk confirmed that Highways at CWaC would not be able to cut the hedge back until the end of the bird-nesting season which finishes approximately the second week of September.

Resolved: If the hedge has not been cut back by 1 October then Highways to be contacted again.

Action: Cllr Pat Fitton/Clerk

7. Finance

The following expenditure was approved:

Payments	Amount	Cheque No
A Cartwright t/a ACC Business Solutions	£72.00	000647 cheque stopped 30/08/16
CM Davies July Sal 164.92+18.64 Expenses	£183.56	000648
CHalc RE Cllr G Harrison training	£30.00	000649
A Cartwright t/a ACC Business Solutions	£72.00	000650
Rowton Methodist Church – Annual Hire	£175.00	000651
The Society of Local Council Clerks – Annual Subscription	£77.00	000652
CM Davies Aug Sal 159.99 + 30.25 Expenses	£190.24	000653
Bank Balance as at 05/12/2016	£5850.32	

Bank Account Signatories: It was agreed to remove former Cllr Tony Smith as a cheque signatory and to add Cllr Karen Newbury as a new cheque signatory.

8. Planning

To receive and comment re Planning Application No 16/03348/FUL: Copthorne, Moor Lane, Rowton – single storey rear and front extensions: No Comment.
To receive Planning Application decision re 16/02682/FUL: Grange Farm, Rowton Lane – Erection of Double Garage: Approved.

9. Audit for Year Ended 31 March 2016

BDO have completed and approved the audit for year ended 31 March 2016.

10. Asset Register

BDO raised the issue that the current Asset Register is incomplete as it does not contain some or all of the following information for each asset held:

- date acquired
- purchase cost, and
- location held.

The Clerk had circulated an up-dated Asset Register listing the required headings to which the Council agreed on the purchase cost of the Assets, location held and date acquired. Clerk to forward finalised Asset Register to Councillors and upload to website.

11. Refurbishment of Wooden Bench – Village Green

The circular wooden bench which was donated in 2002 by Paul Quellyn-Roberts in memory of his late wife is in need of refurbishment – one of the spindles needs reattaching and the bench needs re-sanding and re-varnishing. Regarding funding of the project the Parish Council intend to apply to the Local Councillor's Community Budget Fund. It was agreed for the Clerk to obtain some quotations for the work to be carried. However, prior to any work being carried out, the Chair Cllr Pat Fitton, will approach Paul Quellyn-Roberts to gain his approval.

12. Anti-Social Activity – Rowton Hall Hotel

A local resident has brought the following to the attention of the Parish Council. During an afternoon in early September about 15 youths between the ages of 7 – 15 who were attending a Wedding Reception at Rowton Hall Hotel kicked the

wheels of the local resident's car, shouted at them and made offensive hand gestures. This distressing incident was reported to the Hotel Manager who in turn telephoned the Police. The resident was notified that 3 of the offending youths were taken home by their parents and the Police patrolled the village that evening.

It has also been observed that smoke from users of the Smoking Shelter at the back entrance of the hotel blows across the Lane towards the house opposite.

13. Information Only

Amendment to Procedure for Submission of Planning application has been circulated.

Spare set of keys for Rowton Hall Noticeboard purchased at cost of £5.20
Key holders for the noticeboards are as follows:-
Rowton Hall – Clerk and Cllr Morfudd Salmon
Croft Close - Clerk and Andrew Stockton

Councillor Training: Cllrs Harrison & Shannon to attend ChALC course on 10 October 2016

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

Carols on the Green A nominal date of Thursday 15 December 2016 was proposed.

15. Correspondence

J Parker's Wholesale Autumn Catalogue
HAGS Leaflet re Games Equipment – July 2016
NatWest – updating Terms & Conditions – July 2016
ChALC Newsletter - September 2016
Clerks & Councils Direct – September 2016
The Clerk Magazine – September 2016

16. Date of Next Meeting – Monday 14 November 2016