

**MINUTES OF ROWTON PARISH COUNCIL MEETING
MONDAY 13 NOVEMBER 2017 at 7.30pm**

Present: Councillors Bob Knight (Chair)
Glenys Harrison (Vice-Chair)
Paul Shannon
Peter Thomas

In attendance: Cllr Stuart Parker (left at 8.20 pm)
Clerk Christine Davies
Simon Maudslay (local resident)
Morfudd Salmon (local resident)
Richard Salmon (local resident)
Beryl Williams (local resident)
Douglas Jenkins (local resident)
Howard Hopwood (local resident)

1. Apologies

None

2. Declaration of Interest

None

3. To consider the approval of the minutes of Ordinary Parish Meeting of the Council held on 11 September 2017

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

4. Matters arising from the Minutes not covered elsewhere on the Agenda

Audit re y/e 31/03/17 Clerk confirmed the Conclusion of Audit was completed by BDO on 11 September 2017

Chair brought forward Agenda item 8

8. Village Green

i) To consider unauthorised construction work on Village Green:

Morfudd Salmon, spoke on behalf of local residents in attendance Richard Salmon and Beryl Williams and also Mr Mrs RT Fitton and Mr Mrs Michael Orgill who were not in attendance. She expressed her deep concern for the compost bin structure which has been erected on the Village Green without the authorisation of the Parish Council and also disregard to the fact that the land belongs to the Parish Council. Mrs Salmon believed there was no need for the compost bin as leaves were part of the natural habitat and said that she voiced the wishes of the local residents she represented in asking for the removal of the structure. Mrs Beryl Williams also spoke to say she was against the bin and requested its removal.

The Chair, enquired of the local residents present, as to who was responsible for the building of the compost bin structure. Mr Simon Maudslay replied that he was responsible. The Chair then asked Mr Maudslay if he had received an email

from the Parish Council requesting him to cease work on the compost bin structure as Mr Maudslay, or the work done by him, would not be covered by the Parish Council's Public Liability Insurance. Mr Maudslay declined to answer the question. The Chair said it was laudable that local residents, including Mr Maudslay, had previously been prepared to care for and maintain the Village Green on a voluntary basis. However, a new system has to be put in place to comply with third party liability insurance.

The Chair stated that the issue of the compost bin needed to be addressed and a decision made as to whether the compost bin remain or be removed. Cllr Peter Thomas stated that the compost bin structure had been erected on Parish Council land without any prior permission or consent. He highlighted the fact that residents would not wish something similar to happen on their own property without their consent.

Mr Maudslay replied that in retrospect he agreed that he should have sought permission in carrying out the work.

Resolved: It was unanimously agreed that the compost bin and associated planting be removed and all work to be undertaken by representatives authorised by the Parish Council.

ii) To consider actions required to comply with third party liability insurance:

The Volunteer Group previously established by former Parish Councillors, Morfudd Salmon and Pat Fitton, while they were members of the Parish Council had previously been authorised to carry out routine maintenance and improvement work on the Village Green. In order to comply with the Parish Council's Insurance it is now necessary to liaise with the Parish Council via a Liaison Councillor and to put in place a Risk Assessment approved by the Parish Council.

a) To appoint Parish Council liaison to Village Green Volunteer Group
Resolved: Paul Shannon appointed as Parish Council Liaison

b) To approve Volunteer Group Risk Assessment
The draft Risk Assessment was discussed, edited and amended. Finalised copy to be circulated to Parish Councillors and then forwarded to volunteers. It was agreed that this was an ongoing matter and would be a regular agenda item at future meetings.
Mr Maudslay kindly offered to donate 5 high visibility jackets for use by the volunteer group.

5. Public Participation

Cllr Stuart Parker advised that on Thursday 16 November the Christmas Lights were to be switched on in Chester and the outdoor Christmas Market was also open. Regarding the Northgate Development - he said that at the last Council Meeting it had been agreed to pass £57m to progress to the design stage and compulsory purchase orders – the development will be a mixture of retail/housing/hotel and cinema.

Mr Maudslay said he was willing, as in previous years, to provide the electricity via his outside electric socket to power the lights for the Christmas Tree on the Village Green.

6. Parish Council Vacancies

Douglas Jenkins was proposed by Cllr Paul Shannon and seconded by Cllr Bob Knight. Howard Hopwood was proposed by Cllr Glenys Harrison and seconded by Cllr Peter Thomas. Both Cllrs Jenkins and Hopwood signed their Declaration of Acceptance and completed their Notification of Members' Interests.

7. Councillor Induction Training

Cllr Peter Thomas attended a Clerks & Councillors Induction Training on 4 October and said that although the group was very large he found it be useful and informative. At the training he had been informed that the co-opting of Parish Councillors was to be phased out during 2018/19 and a new system put in place. Action: Clerk to contact ChALC for clarification.

9. Finance

Payments	Amount	Cheque No
Rowton Methodist Church – Annual Room Hire	£175.00	000678
ChALC – Training re Cllr Peter Thomas	£35.00	000679
CM Davies – Sept Sal £206.73 + £26.99 Expenses	£233.72	000680
Pat Fitton – Reimbursement re refreshments – Treasure Hunt	£78.08	000681
CM Davies – reimbursement A5 flyers for Carols on the Green	£51.00	000682
CM Davies – Oct Sal £186.61 + £50.64 expenses	£237.25	000683
Bank balance as at 03/11/2017	£5447.68	

Cllr Paul Shannon signed and dated printed electronic cash book reconciliation. He has also been confirmed by NatWest as a signatory to the Parish Council's bank account.

Clerk confirmed receipt of £100 from Member's Budget re Treasure Hunt. Application to Member's Budget for £250 re Carols on the Green has been submitted and awaiting processing.

10. Highways

Junction A41/Long/Rowton Lane – On exiting onto the A41 there are 3 x Estate Agent signs to the right obstructing motorists vision and to the left an overhanging tree causing obstruction to pedestrians.

Resolved: Contact Highways to request removal of signage and cutback overhanging tree

Action: Clerk to action

Property to the right (Chester side) of Vaynol on A41. Overhanging hedge and build up of soil is obstructing pedestrian access, particularly, schoolchildren making their way to the High School.

Resolved: Contact Highways to request removal of built up soil and cutting back of

hedge

Action: Clerk to action

Rowton Bridge Road to BP Service Station on A41 – 5 Street lights out of operation

Resolved: Contact Highways to report lighting fault

Action: Clerk to action.

11. Planning

to receive Planning Application 17/04670/FUL – Honey Pot, Moor Lane: Single storey side extension - comments by 23/11/17. Parish Council agreed there was “No Comment” to make re this application. Following Planning Decisions received: 17/02977/REM: Land at Moor Lane – Erection of one dwelling: Approved. 17/03223/FUL: 38 Croft Close – First floor extension: Approved.

12. Carols on the Green 07/12/17

The length of the xmas lights needs to be ascertained first prior to purchase. Clerk to confirm this with Morfudd Salmon. The Parish Council agreed to the purchase of xmas lights and a suitable storage reel. Cllr Peter Thomas can supply a generator to power the lights for this event only. Regarding refreshments for the event – Cllr Glenys Harrison to purchase mince pies. Pat Fitton has kindly agreed to purchase polystyrene cups, mulled wine and orange juice as well as providing the gazebo. Rachel Morrey to play the keyboard. Cllr Peter Thomas to check delivery of the tree. Richard Fitton and Richard Salmon have kindly volunteered to erect the xmas tree and gazebo and are deemed to be competent. Once they have read and understood the Risk Assessment then they will be covered by it.

13. Notice Board – Moor Lane

Local landlord has asked for the Parish Council’s noticeboard, which is situated on a grass verge in Croft Close, to be moved to enable his tenants to park a vehicle off road.

Resolved: Seek clarification from CWaC re ownership of the grass verge.

Action: Clerk to action

14. Items for Discussion/Consideration

Moor Lane – signage warning of horses and their riders

Village Ward Traffic Group – Speed Awareness

15. Correspondence

Letter from Antoinette Sandbach MP re “Singing for Syrians” – Notification to be displayed on Noticeboards

Clerks & Councils Direct Nov 2017

The Clerk Magazine – Nov 2017

Glasdon Brochure

16. Date of Next Meeting – Monday 15 January 2018

Meeting finished at 9.45pm