

**MINUTES OF ROWTON PARISH COUNCIL ORDINARY MEETING
MONDAY 11 MARCH 2024 at 7.00pm
held at Rowton Methodist Church, Moor Lane, Rowton**

Present: Councillors Howard Hopwood
Paul Shannon
Melanie Fildes
Glenys Harrison
Michael Smythe

In attendance Clerk Christine Davies

1 Apologies

CWaC Councillor Stuart Parker (meeting)

2 Declaration of Interest

None

3 To approve the Minutes of the last meeting held on 15 January 2024.

09/2024 Resolved: The minutes were signed as a true and correct record by the Chair, Cllr Howard Hopwood.

4 Public Participation

No members of the public were present.

5 Councillor Vacancy

In order to reach a wider section of the local community it was agreed to place advert in community section of A41 magazine.

Action: Clerk to arrange submission.

6 Highways

Blocked drainage ditch alongside short Rowton Lane: Clerk has reported this again to Highways and was advised that it would be escalated to Stuart Bateman, Highways Engineer. As the drain appears to be contaminated and potentially poses an environmental risk, Cllr Smythe therefore proposed to report this issue to the Environment Agency.

Action: Cllr Smythe to contact Environment Agency.

LGV/HGV's accessing Greenfields Lane: Cllr Fildes reported the problem of vehicles being directed by satnav using Greenfields Lane as a "short cut" to Saighton Lane. As Greenfields Lane is a dead end this creates severe difficulties for LGV's as there is no turning circle and damage has been caused to resident's gates and walls by such vehicles attempting to reverse. It was agreed that Cllr Fildes gather information from residents of dates, extent of damage and photographic evidence for future submission to Highways.

7 Planning

a) Planning Applications received since last meeting:

24/00203/FUL: Lingdale, Greenfields Lane, Rowton CH3 6AU: 2 storey front extension, alterations to rear dormer, part rendering, complete re-roof. No comment submitted.

24/00414/FUL: Lower Greenwalls, Eggbridge Lane, Waverton (boundary crosses bottom of garden) – Erection of carport. Carport to be erected, No comment to be submitted.

Planning Decisions received:

23/04027/FUL: Ridgeway House: Saughton Lane CH3 7PD - Erection of garage building to incorporate a plant room – Refused

23/02132/FUL: Rowton Service Station, Whitchurch Road: Extension to existing sales building: Withdrawn

23/03179/FUL: Holly Bank, Rowton Lane: Alterations to window and door openings, install skylights and solar panels. Approved.

b) Update re Christleton & Littleton Neighbourhood Plan. Cllr Hopwood met with Cllr John Beckitt of Christleton Parish Council (CPC). CPC has already reached a point in the development of the plan of defining the designated area and as such do not wish to restart the 8-week process to include Rowton. However, they are keen for Rowton Parish Council to have a representative on one of the NP working groups (Design) as the potential Manor Farm development would impact on Rowton. Cllr Paul Shannon agreed to be Rowton's representative. Cllr Hopwood is keen to obtain more information about the proposed implementation of Neighbourhood Priority Statements which will be a new mechanism for communities to influence planning and he believes that information and evidence gathered from working with Christleton Parish Council will be useful in producing such a Statement.

Action: Clerk to contact Cllr John Beckitt to advise of Cllr Shannon's representation and also to contact Jackie Weaver to obtain further information re Neighbourhood Priority Statements.

8 Finance

a) **10/2024 Resolved:** The following payments were approved since last meeting:-

Payee	Amount	Statute Power
CM Davies – January Salary	£274.08	LGA 1972 Sec 111
CM Davies – January Expenses	£51.89	LGA 1972 Sec 112
Penny Lane Accountants – January payroll	£5.00	LGA 1972 Sec 112
ChALC – Training – Cllr P Shannon	£30.00	LGA 1972 Sec 112
Antony Cartwright – hosting – website update	£254.88	LGA 1972 Sec 142
CM Davies – February Salary	£307.72	LGA 1972 Sec 111
CM Davies – February Expenses	£46.10	LGA 1972 Sec 112
Penny Lane Accountants – February payroll	£5.00	LGA 1972 Sec 112

- b) Bank balance as at 05/03/2024 is £7766.82.
- c) Cllr G Harrison signed and dated the electronic cash book reconciliation sheet.
- d) Business Reserve Account: Cllr Smythe offered to start the application process.
- e) Internal Auditor: To consider appointment of Internal Auditor.
11/2024 Resolved: That the Parish Council appoint Fil Prevc as Internal Auditor.
- f) Finance Working Group: Cllr Smythe has produced a revised budget for the financial year 24/25. Taking into consideration resident's concerns regarding the increase in Precept it was proposed to reduce the Parish Council's operating costs by discontinuing overtime for the Parish Clerk and to minimise miscellaneous expenditure.

9 Village Green

- a) Lighting of the Xmas Tree: Cllr Smythe made following suggestion of contacting owner of property adjacent to the Village Green to seek permission to use their electricity supply for the Xmas period. He proposed cutting the turf on the Green creating an approx. 6inch wide trench to lay a conduit carrier under the ground so that in November an extension lead can be run safely through the tube, which is plugged in to the electricity supply of the property next door, running a 12-volt electricity supply to the tree. This is obviously reliant on the goodwill, support and generosity of the neighbouring property owner. It was agreed that Cllrs Smythe and Fildes approach the resident with this proposal to seek their response. This item to be discussed further at May meeting.
- b) Weatherproof Box: Working party to be set up in Summer to carry out painting of the box and affixing of Coronation plaque.
Cllr Paul Shannon reported that one of the slats on the circular bench on the Village Green is cracked and needs replacing. Cllr Smythe offered to look at the bench to see what works needs to be done.
Clerk reported that the metal Notice Board on Croft Close needs cleaning and the perspex window mists up. Cllr Hopwood said he would investigate further.

10 Community Bench

Awaiting confirmation from Canal and River Trust's regional team for siting and installation of bench at our preferred location.

11 Website

Web hosting annual costs to be increased to £169.76 due to security certification.
12/2024 Resolved: That the Parish Council continue with current web hosting company.

12 CWaC Survey re Working Together for a Wilder Cheshire and Warrington

Nothing to submit.

13 Items for Discussion/Consideration

The Financial Regulations to be reviewed at the May meeting.

14 General Correspondence

Clerks & Councils Direct – March 2024 issue
The Clerk Magazine – March 2024 Issue

15 Date of Next Meeting

Note change of date: Thursday 23 May 2024

Meeting finished at 8.50pm

DRAFT, UNAPPROVED & UNSIGNED MINUTES