

Willaston Parish Council

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Minutes of the Meeting of the Council held on Tuesday 27th February 2024

Attendance:

Councillors: Craig Bailey (Chairman), Anna Cutts (Vice-Chairman), Bill Kirby, Nigel Lane, Wayne Salisbury, Keith Ward.

Sue Togay (Clerk), Cheshire East Ward Councillor Allen Gage, 3 members of the public.

238. Apologies for Absence.

Apologies had been received from Councillors Emma Angier, Shirley Brazier, Frank Morton Cheshire East Ward Councillor Alan Coiley.

239. Declarations of Interest.

Councillor Bailey in respect of item 18 Authorisation of Payments as a payee.

Councillor Salisbury in respect of Item 18 Authorisation of Payments as a payee.

240. To Approve the Minutes of the Meeting Held on Tuesday 30th January 2024.

RESOLVED: That the minutes of the Council held on Tuesday 30th January 2024 be approved as a correct record and signed by The Chairman.

Matters Arising were:

Ref Item 206. The Speed Indicator Device had not yet been utilised and there was a problem with accessing the lock and it was more appropriate to utilize in better weather conditions.

Ref Item 208. In relation to the meeting of the Cheshire East Environment and Communities Committee, the Chairman had requested that recategorization was applied to Maurice's Maze to Community Infrastructure Category 2 (10 cuts/annum). However, this had not been amended and was still classified as Urban Green Space Category 2 which provided less cuts per annum.

241. To Receive a Report Regarding Policing Matters in the Parish.

Unfortunately, there were no Police officers available to attend.

The Clerk had contacted the local PC for information on Speedwatch Training and notification of the meeting.

242. Public Participation.

Two members of the public attended in relation to a proposed planning application to extend further storage at Cheerbrook Farm. Information was provided including plans and site maps and Councillors were invited to answer any questions. The Council was also invited to contact the Planning & Development Consultant for further information if required.

A further member of the public who was involved with the Easter Bunny that is present in the village area at Easter attended to get the feel of the Council's meeting. The Vice-Chairman requested information on the Easter Bunny event which could be included in the Parish Newsletter which was about to be published and distributed.

243. Cheshire East Borough Councillors Report.

Cheshire East Councillor Allen Gage was in attendance and reported the following:

- Councillor Gage was at present in discussions with The Resident's Association, the Borough's Highways Department, and Planning Enforcement Department regarding Bayley Croft where the developers had gone into administration. In relation to the 106 monies which had not been used for a crossing, there had been no movement on the 106 monies for five years and Councillor Gage was monitoring the situation to prevent these funds being reallocated into the general funds. He was also working closely with the new Highways officer in relation the outcomes of any discussions and deadlines.
- Students at Shavington Academy were taking part in collecting data for a road traffic survey on Eastern Road.
- Councillor Gage had been involved in a planning enforcement issue on Park Road and the resident had agreed to reinstate the site to the original state.
- Councillor Gage reminded the Council that the business case is required in relation to the asset transfer of Mike Heywood Green. The Clerk to obtain historical background information from long standing councillors to begin the process.
- There was a review of the Cheshire East Ward boundaries taking place with public consultation. Information had already been circulated via email.

Willaston Parish Councillors brought the following to the attention Councillor Allen Gage:

- Councillor Kirby again mentioned the topics speeding, hedges , gritting and potholes on Colleys Lane. Councillor Gage explained that he had challenged the decision on gritting withdrawal in that area, but the decision had not been overturned due to the political balance of the Borough Council. The poor standard of pothole repair was being discussed with the contractors. Councillor Gage would inform Councillor Kirby of any meetings he could attend to make direct comment to relevant departments.
- Councillor Ward expressed his concern about the lack of maintenance to hedges and overhanging trees on the pathway between Victoria Mill Drive and John Gresty Drive. ANSA had not completed any work for twelve months despite promises and had now stated they would not be cutting back overhanging trees. The Clerk to provide the ANSA response email to Councillor Gage for further clarity.

244. Report from the Clerk to Willaston Parish Council

The Clerk reported the following:

- The Street Lighting Manager at Cheshire East had stated that they would be carrying out a site inspection to plan the work to remove the sign from the area adjacent to the War Memorial and would keep the Council updated.
- The Clerk would be booking the annual inspection with Rospa Playsafety Limited for April 2024.
- The Clerk had contacted Councillor Alan Coiley pointing out his lack of attendance. He had again sent his apologies. The Clerk would now write to the Leader of the Labour Party to inform him of the situation for comment as previously discussed.
- The Clerk had ascertained if a volunteer could assist in the opening of the playing field. ChALC had indicated they could but suggested a volunteer policy be put in place.
- The information requested relating to the insurance claim at the playing field had been collated and sent to the Council's Insurance Company for consideration.
- Councillors were reminded that they needed a Parish Council email. Councillor Salisbury to advise if there were any problems.
- The Clerk to organise ChALC training for those members who were unable to attend the training session on 'Roles & Responsibilities'.
- The Notice of Vacancies had been notified to Cheshire East and displayed in the Council's noticeboards and on the website.
- The tenant of the land adjacent to the allotments had erected an electric fence. The Council had budgeted to replace the first section of the fence in the new financial year.
- The tree at the Spinney had been removed and a new one planted. The Clerk to ascertain who had carried this out as the land was in the responsibility of the Council.
- Sponsorship had been received for Willaston in Bloom, but reminders were needed for two outstanding contributors.

245. Proposed change to order of business.

As Councillor Ward had to leave the meeting early and was a signatory of the Council, it was proposed that the order of business is changed.

RESOLVED: that items 16 and 18 of the agenda are moved for consideration before Item 8.

246. Bank Reconciliation as of 31st December 2023.

This item is deferred until the next meeting.

247. Authorisation of Payments.

After the normal procedure of checks and control, Councillor Cutts reported on the payment schedule and requested the Council's approval.

RESOLVED: It was resolved that the accounts totalling £3682.25 as detailed in the attached schedule be approved for payment.

248. To consider matters relating to Planning Applications notified in the Parish.

23/4568N – amended plans/details

Extension, external and internal alterations

Cheerbrook House, Newcastle Road, Willaston, CW5 7EL

Submission Deadline: 15th February 2024.

Application circulated and no objection submitted based on comments received.

RESOLVED: that the objections received and submitted are formally approved by the Council

24/0044N

Proposed single storey rear extension and loft conversion over the existing footprint.

33 Dairyfields Road, Willaston, CW5 7TD

Submission Deadline: 21st February, 2024

Application circulated and objection submitted based on comments received.

RESOLVED: that the objections received and submitted are formally approved by the Council

24/0330N

Proposed single storey rear extension to existing dwelling (resubmission of 23/1087N).

6 Cheerbrook Mews, Newcastle Road, Willaston, CW5 7EL.

Submission Deadline: 28th February, 2024.

RESOLVED: that objections are submitted on behalf of the Council based on discussions related to H6 of the Willaston Neighbourhood Plan.

The Planning Log to be updated with decisions and circulated.

249. Resolution of the Assembly of The Parish.

As a responsibility to respond to the 2023 Assembly of the Parish consideration was to be given to the establishment of an advisory committee to fully consider the viability of a village hall. During discussions it was decided that a strategic plan should be prepared in order that immediate action could be taken if a suitable space became available in the future. The Chairman had also provided members with proposed 'Terms of Reference' for use of a Village Hall Advisory Committee.

RESOLVED: that Willaston Parish Council established a Village Hall Advisory Committee.

Members are to be appointed at the next Council Meeting.

RESOLVED: that the proposed 'Terms of Reference' for the Village Hall Advisory Committee are accepted.

250. Memorial to Honorary Freewoman Mrs Ridgway.

As a lasting memorial to Honorary Freewoman Mrs Ridgway, who volunteered for the Poppy Appeal for over 65 years ,it was proposed that it was suitable that the replacement bench required at the War Memorial should be dedicated in her honour. The Chairman had circulated images of a suitable bench and suggested wording for the plaque with a cost of approximately £750 - £800 which was within the allocated budget previously agreed.

RESOLVED: In principle it was resolved that the bench replacement at the War Memorial is designed as a lasting memorial to Honorary Freewoman Mrs Ridgway. Procurement was to be made based on further detailed quotes.

Councillor Ward left the meeting at this point and expressed his apologies.

251. Chain of Office

The Chain of Office needed maintenance and a suggested potential change to the positioning of two of the larger engraved plates and the addition of an appropriate Willaston Parish Council badge of office with logo.

RESOLVED: that the Chain of Office is maintained and reduced by removal of the two faulty plates and the names of previous Chairmen re-engraved up to a value of £300. The additional badge of office to be deferred until the next financial year.

252. Willaston in Bloom.

The Chairman had circulated a quote from Crewe Road Nurseries for the Summer bedding.

RESOLVED: That the quote from Crewe Road Nurseries for £7810.50 (exclusive of VAT) is accepted by Willaston Parish Council.

253. Events Committee.

Councillor Anna Cutts reported on the activities of the Events Committee:

The Events Committee had met on 6th February 2024 and minutes had been circulated. Planning for the Garden Party continued but at present there was no main sponsor.

Members were requested to suggest any local business to Councillor Cutts. Councillor Kirby indicated he could distribute sponsorship requests to local businesses at a forthcoming meeting he was attending.

254. Staffing Committee.

The Staffing Committee had met on 6th February 2024 and minutes had been circulated. At the meeting it was resolved to recommend to full council the appointment of Councillor Angier as a full member of the Committee and to amend the terms of reference to four members. It is proposed that this is an Agenda item at the next Council meeting.

Items discussed at the meeting under Part 2 were the 'Roles & Responsibilities Training delivered by ChALC and the annual Clerk's Appraisal.

255. Playing Fields & Open Spaces

To discuss matters relating to Lettie Spencer Playing Field, The Spinney, and Mike Heywood Green.

The Lettie Spencer Playing Field.

- The Basketball boards and hoops were now installed and were of a bespoke design and good quality. They had also been erected at the correct height and 'tug tested'. The nets were to be installed when received. They were subject to a five-year guarantee. It is hope that the Council would consider entering into a service agreement of £250 per annum.
- Residents were continuing to access the field illegally.
- As signage was now erected in relation to the control of dogs it was felt that there was now an opportunity to use social media to remind playing field users of the Council's expectations on this matter.
- It was hoped progress on installation of CCTV would be made post a meeting of the Church on 7th March 2024.

Maurice's Maze

The replacement tree had now been planted.

The Spinney.

- Relating to the tree removal and the replacement tree which had been carried out without Council permission, it was decided that a sign is erected to confirm the ownership of the land by the Council and request notifications and queries to be directed to the Clerk of any actions taken. Councillor Salisbury to produce the sign.
- It was suggested that a similar sign is also erected on Mike Heywood Green.

256. Budgetary Control Review 2023/24.

A document to review and approve expenditure against budget to 31st December 2023 had been circulated to Councillors for consideration.

RESOLVED: that the budgetary control review for the third quarter of the financial year to end of December 2023 be approved with minor amendments.

257. To confirm the date of the next meeting.

Tuesday 26th March 2024

Chairman: **Date:**

WILLASTON PARISH COUNCIL SCHEDULE OF PAYMENT
27th February, 2024

Details of Payment	£	£	Cheque No
S Togay - February Salary		£655.20	103078
HMRC - February (tax and Employer NICS)		£198.99	103079
S Togay - contractual expenses April 23 to Feb 24		£286.00	103080
U Storeall- Feb		£87.33	103081
Water Plus 8.1.24 - 7.2.24		£49.36	103082
Cllr C Bailey - Parish Mobile dated 31.1.24		£9.99	103083
Cllr W Salisbury:	-		
Reimburse Sports Equipment Supplies - basketball repair		£1,214.10	103084
Glasdon UK Limited - bench (Green Lane)		£1,100.34	103085
S Togay - ink cartridges	-	£52.95	103086
CT Bailey book of condolence	-	£27.99	103097
Total	Total	£3,682.25	

Chairman: Date: