

## Willaston Parish Council

Email: [clerk@willastonparishcouncil.org.uk](mailto:clerk@willastonparishcouncil.org.uk)  
 Website: [www.willastonparishcouncil.org.uk](http://www.willastonparishcouncil.org.uk)  
 Telephone: 07579 791981



### Minutes of the meeting of the Council held on Tuesday 31<sup>st</sup> January 2023.

#### Attendance:

Councillors: Craig Bailey (Chairman), Emma Angier, Anna Cutts, Rubina Green, Nigel Keegan, Nigel Lane, Frank Morton, Wayne Salisbury, Keith Ward, Julie Webb

In Attendance: Sue Togay (Clerk), Cheshire East Borough Council Ward Councillor Allen Gage.

#### 150. The late Vice-Chairman of the Council, Councillor Colin F. Todd

A two-minute silence was observed at the beginning of the meeting in memory of Councillor Colin Todd who sadly passed away on Sunday 8<sup>th</sup> January. Councillor Todd had been given a Civic Funeral which took place on 24<sup>th</sup> January at Crewe Crematorium.

Tributes were paid by the Chairman and Councillors for his commitment to the Council despite his failing health when he still brought his usual spirit and passion to discussions right up to the end. Councillor Todd had been a Member since 2004. He served as Vice-Chairman of the Council for at least 12 years and was acting Chairman in 2011. In addition, Councillor Todd was Chairman of Willaston in Bloom Committee and served on the Allotment and Planning Committees. He was a driving force behind Willaston having a Neighbourhood Plan. He took his role seriously and put in many hours of work into Council business and advocated the specialist advice provided by ChALC of which he was an executive Board Member. His belief in professionalism in the role also showed in the guidance and encouragement he showed in mentoring new Councillors.

He served the Council and the community with passion and devotion for over 18 years. Although he leaves behind a hole in the Council, he also leaves behind a significant contribution and a legacy to be proud of.

#### 151. Apologies For Absence

Apologies were received from Parish Councillor Shirley Brazier.

#### 152. Declarations of Interest

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

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

#### 153. Minutes of the Previous Meeting

RESOLVED: that the minutes of the meeting held on 29<sup>th</sup> November 2022 be approved as a correct record and signed by the Chairman with the following amendments:

Authorisation of Payments is renumbered as 148 and Dates of Meetings in 2023 as 149.

**154. Policing report**

There were no officers in attendance.

Councillor Salisbury noted that there was a trial bike riding recklessly on the pavement in the Victoria Mill Drive area which had been reported.

Even though notification had been received that the Parish had been allocated a new PCSO, Daniel Walley, it was felt that the previously strong relationship with local Police Officers was now less so. In order to resolve this, the Clerk is to contact the Police & Crime Commissioner's Office to inform him of the Council's concerns. In addition an invitation to be sent to Sergeant Haque to attend a future Council meeting.

**155. Public Participation**

There were no members of the public in attendance.

**156. Cheshire East Borough Councillors' Reports**

Councillor Gage reported the following topics:

- The potential transfer of Mike Heywood Green to Willaston Parish Council was looking very possible. At present the process of assessment was taking place and a proposal formulated to be presented to the Council also indicating associated legal fees.
- Signage on Cheerbrook Gardens – This area has not been adopted and therefore is the responsibility of the developer. However, some pressure was now put on them as the signage strategy was not up to standard.
- Wistaston Road - Councillor Gage had met on site with a CE Highways engineer regarding inconsiderate parking and traffic problems causing obstruction of buses within the village in order for a solution to be found.
- Meadow View – the lamp columns in the road had all failed and as this was unadopted was again the responsibility of the original developer who had at first failed to respond. However, pressure had now resulted in the lighting being repaired.
- Cheerbrook Road – the gulley had now been blasted out.
- Councillor Gage requested that the contact number used on the Cheshire East website be used within the Willaston Parish Newsletter.

Councillors addressed the following topics to Councillor Gage:

- Peacock Roundabout Crossing – a budget had been allocated but no officer allocated as yet.
- Flooding on Rope Lane near the Rope Lane Medical Centre – this area was prone to flooding and may be due to the natural dip in the area or blocked gullies. During bad weather the frozen surface was dangerous. The Clerk to report to Cheshire East Council.
- Fly Posting – illegal posters were being posted on street furniture within the Parish and on highway bollards. The Clerk to contact the company in Stapeley House to inform them it is illegal and report those on highway bollards to Cheshire East Council.
- Street lighting policy - a resident had shown concern relating to the Cheshire East policy of turning off street lighting in Wistaston Road.
- Colleys Lane - it was noted that the area had had to have emergency gritting during the bad weather due to its dangerous surface. It is hoped this would now be placed back onto the gritting routes in the future.

**157. Report of The Clerk**

The Clerk presented her written report which included an update on work being carried out on benches on Mike Heywood Green, procurement of storage facility and allotment fencing. She also briefed Councillors on a payment of Employer NICS to HMRC and issuing of invoices for payment by VX Fibre and Willaston Pre School.

The initial process for Elections in May 2023 was outlined for Councillors wishing to stand as candidates. It should be noted that any resolutions relating to capital expenditure should be made at the February meeting due to pre-election rules. There would also be no co-option relating to the vacancy on the Council.

**158. Planning Applications**

22/4772N 15 Brassey Court, Willaston, CW5 6NY

Single storey extension to rear and conversion of integral garage into utility and cloakroom

Consultation Deadline: 8<sup>th</sup> February 2023

RESOLVED: No objection but to include mention the 'right to light' for the neighbour at No 14.

**159. Willaston Events Committee**

Councillor Cutts gave an update on the work of the Committee which had held an informal meeting. There were two events planned:

- The King's Coronation Event on 5<sup>th</sup> May at 7pm which was similar to The Queen's Platinum Jubilee Launch with a budget of £300.
- Garden Party on 15<sup>th</sup> July from 12 noon to 8pm on the Lettie Spencer Playing Field.

**160. Playing Field and Open Spaces****a. To discuss matters relating to Lettie Spencer Playing Field, The Spinney, and Mike Heywood Green****Playing Field**

- Entrance Gates to Playing Field– Councillor Salisbury had met with a local blacksmith to discuss the requirements and design of the gates. It is possible to retain the original gate and retrofit. A quote is to be prepared and provided.
- Markings in front of Gates- the Clerk to chase up the last contact with ANSA.
- Football Pitch – the pitch had been well used and therefore needed reinstatement. It was proposed that the pitch should be reseeded with a utility grass seed and top dress at one end only in alternate years. The pin fencing could be used to protect the reseeded area.

**Mike Heywood Green**

Arrangements were being made for Councillors Lane and Keegan to meet with Willis Brothers to discuss the proposed project.

**b. To discuss matters arising from the annual ROSPA Playground Inspection**

The report by Playsafety had been distributed and there were no urgent issues to be addressed. After discussion it was decided that an ongoing programme of works should be carried out annually to maintain the standards of the playground. Initially the balance bench is to be removed. Councillor Greenwood will examine the report prioritise the order of works.

### **c. To receive an update on arrangements for the memorial to Queen Elizabeth II**

The Chairman reported back on the installation of the memorial tree. As Councillors had approved the planting site, a planting ceremony was organised for Monday 6<sup>th</sup> February at 11am. This would be attended by pupils from Willaston Pre School, Willaston Academy and The Deputy Lieutenant of Cheshire. A short service will be said by The Reverend Butcher. It is noted that the expenditure for this item is £23.42 over that allocated.

### **161. Huntsbank Allotments**

Various issues were discussed regarding the allotment which took a considerable time to carry out. Consideration to be given to potential time taken by the Clerk to carry out duties in this area. The previous Clerk had offered some assistance in the reletting of vacant plots. Priority items were:

- The placement of fencing in the holes in the hedge
- Obtaining the lock and invoice that the late Councillor Todd had purchased in order to reimburse payment.
- Clearance of uncultivated plots.
- The large amount of litter that was now left near the gate.
- The Prize for Best Allotment had been delayed but the normal voucher prizes would be procured, and the cup awarded.
- Many hours had been spent evolving a new set of terms and conditions by Councillors Keegan and Todd. An Agenda item to be included at the next meeting to discuss the present Terms and Conditions, the newly formulated ones and the template Allotment Society version to consider use by the Council.

### **162. Grass Cutting within the Parish 2023**

Requests for formal quotes had been sent out to Mountfords, ANSA and Mike Webster and Son. Response had been received from two only. Councillors considered the two quotes received. RESOLVED: that the quote from Mike Webster & Son be accepted for grass cutting in the Parish 2023.

### **163. Picnic Benches**

Discussions took place relating to the purchase of picnic benches on the Lettie Spencer Playing Field with monies taken out of the Community Grant Fund. Councillor Angier had obtained quotes from two suppliers and information was provided to all Councillors.

RESOLVED: that 4 picnic benches to include a wheelchair accessible bench be procured from Earth Anchors with appropriate ground anchors at a cost of £2,200 + VAT.

### **164. Burial Ground**

A request had been received from St Mary's Church for a contribution towards the upkeep of the burial ground.

RESOLVED: that an amount of £250 be contributed to St Mary's Church, Wistaston towards the burial ground maintenance. A cheque to be authorised at the next meeting.

**165. Bank Reconciliation**

The bank reconciliation and appropriate bank statements had been provided to Councillor Salisbury in order to verify the bank reconciliation to the end of December 2022.

Councillor Salisbury reported that he had checked and verified the Bank Reconciliation as of 31<sup>st</sup> December 2022.

**166. Budgetary Control Review 2022/2023**

The expenditure against budget review for the third quarter of the financial year to the end of December 2022 had been distributed for review.

RESOLVED: that the Expenditure against budget review for the third quarter of the financial year to end of December be approved.

**167. Authorisation of Payments**

RESOLVED: that the accounts totalling £3945.62 as detailed in the attached schedule be approved for payment.

**168. To note the date of the next meeting**

Tuesday 28<sup>th</sup> February 2023.

Chairman..... Date.....

**WILLASTON PARISH COUNCIL  
SCHEDULE OF ACCOUNTS  
31<sup>st</sup> January 2023**

<b>Details of Payment</b>	<b>£</b>	<b>£</b>	<b>Cheque No</b>
S Togay Clerk - Salary January		538.80	102916
HMRC – January plus employer NIC from April		351.65	102917
S Togay Clerk – Copy Paper		4.75	102918
Water Bill 15.11.2022 – 14.1.2023		30.07	102919
<b>Cllr Craig Bailey</b> – Clerk’s Mobile			
Clerk’s Mobile – 1.12.22	8.74		
Clerks Mobile – 31.12 22	8.74		
Anglia Sign Casting – plaque Queen’s Memorial Tree	257.28		
Barcham Tree Specialists - Tree Queen’s Memorial Tree	397.00		
Wreath – Councillor Todd, Vice Chair Floral Tribute	<u>125.00</u>	796.76	102920
<b>Cllr Wayne Salisbury:</b> Print Cartridges Song booklets, Carols On the Green		16.49	102921
Crewe Road Nurseries – Winter Bedding		792.00	102922
Playsafety Ltd – Annual Inspection, Willaston Playing Field		288.00	102923
Staffs Solution Group – First Aid provision, Remembrance Event		110.00	102924
Mike Webster & Son Ltd– grass cutting November		55.00	102925
St Mary’s Wistaston PCC – 2022 Room Hire		217.00	102926
Willaston Pre-School – services relating to installation of play equipment		445.10	102927
Mick Crimes – Carols on the Green 2022 refreshments		300.00	102928
<b>Total</b>	<b>Total</b>	<b>3945.62</b>	

Chairman..... Date.....