

SPURSTOW PARISH COUNCIL

Minutes of Meeting held at 8pm on Wednesday 20th March 2019

www.spurstow-pc.gov.uk clerk@spurstow-pc.gov.uk

Peckforton & Beeston Village Room

Present: Sean Augustin ((SA) Chair), Louise Hare (LH), Barry Bell (BB) Reynold Finney (RF), Chris Warriner (CW) David Cox (DC), Stuart Lea (SL), Jonathan Middlemiss (JM), Cllr Stan Davies (SD)

In Attendance: No members of the public were in attendance at the meeting.

1. Apologies received:

Apologies for absence were received from Katherine Hutchinson who already had a prior commitment.

2. Declaration of Interests & Councillors Code of Conduct:

There were no declarations of interest declared at the meeting.

3. Matters Arising & approval of previous minutes

Minutes approved from 28th November 2018 were approved. All Councillors agreed that these are a true record.

4. Open Forum:

The were no members of public in attendance at this meeting.

5. Parish Council Elections

LH explained that this year all Councillors must stand down from their roles and be re-elected on completion of the statutory forms. LH requested Councillors complete their application forms at the end of the meeting and she will return them to the Returning Officer.

Action: All Councillors at the meeting to complete forms at the end of the meeting. To request KH to complete the form and return to BB for collection by Clerk.

6. Succession Planning for Chair and Vice Chair of the Council

Pending the result of the elections KH has agreed to step into the role of Chair and BB and SA intend to work as VC to the Council.

7. Planning Applications

LH reported that all planning applications has been discussed and it was felt no comment should be submitted.

DC reported that a planning application for change of use on the Old Barns on Badcocks Lane had been recently approved and asked the Clerk to investigate this and report back to the council with the outcome of this application.

Action: LH to investigate and report back on the outcome of the application on the Old Barns Badcocks Lane.

8. Clerks Report

LH reported that the transparency funding that we had received for the website was no longer available.

She noted correspondence David Bell with regard to Calor Community Fund. It was felt that it was too late to apply on this occasion suggested that LH should complete a monthly scoping exercise to investigate possible funding opportunities to support future Parish Council projects.

Action: LH to investigate funding opportunities available to Parish Councils on a monthly basis.

LH is in communications with our internal auditor to review the accounts year end. Lengthsman: LH is currently investigating in the Lengthsman has public liability insurance for his work. If he doesn't she will check with our insurer to make sure is covered under our policy.

Action: LH to continue to investigate status of insurance with the Lengthsman.

9. Update from Alternative Ways to Manage Speed Group

Line Painting Peckforton Hall Lane

JM reported that there had been little progress on the proposal for line painting and relocation of the 30mph sign on Peckforton Hall Lane. SD agreed to add this to the agenda for the Small Works Committee at Cheshire East.

Action: SD to add line painting to the Small Works Committee Agenda.

Speed Indication Device.

Since our last meeting the Council has installed a borrowed SID on Peckforton Hall Lane and have noted a perceived reduction in speeds. The Council discussed pre-circulated Transport Research Laboratory's Effectiveness of Speed Indicator Devices. This document formed the basis of the discussion around the parish purchasing their own device in light of the fact that we were not successful in receiving funding from the New Homes Bonus Scheme. It was unanimously agreed that it was not cost effective for the Parish Council to purchase one at this time and instead resolved to continue to borrow one from Cheshire East and commission some customized brackets to help to easily mount the device in different locations.

Action: To investigate the purchase of brackets for the SID and to rotate the SID to capture traffic travelling the opposite way along Peckforton Hall Lane.

Silhouette Images for Outside the Nursery

SA is working with the nursery to source small child size silhouettes to locate on the roadside on the approach to the nursery. Silhouettes have been chosen and work continues to finalise funding from the nursery to make this possible.

Action: SA to continue to liaise with the nursery to progress silhouette project.

Bin Stickers

SA presented a number of options for speed reduction bin stickers this are outlined below.

Option Discussed	Outline Proposal	Cost
1	6 bin stickers per household (2 each for the three bins) for all properties in Spurstow	£1100
2	4 bin stickers per household (2 each for the waste and recycling bins but not the garden waste bin) for all Spurstow Properties	£800
3	4 bin stickers per household (2 each for waste and recycling bins) for perceived speed problem areas only (Household on A49, Peckforton Hall Lane, Long Lane, Back Lane	£400
4	4 bin stickers as option 3 above but not including Back Lane	£300

It was unanimously agreed that the most cost-effective approach to delivering this project would be to purchase 4 bin stickers for each household with properties in perceived problem areas with frontages onto those respective roads. The council resolved to implement option 3 above.

Action: LH to liaise with SA to purchase stickers.

10. Update on Grant Application

LH reported that the Council was not successful in receiving funding from CE's New Homes Bonus Scheme, both other parishes have been informed of the result.

11. Operation Shield

SA reported that Operation Shield signage has now been erected throughout the parish and LH has drafted posters, newsletter articles and fliers to be distributed throughout the parish.

SD suggested that the best method for collection of the kits was to organize a collection event with the local police at the village hall.

Action: SA to pass one remaining sign to Chair of Houghton PC for them to display in their parish. Councillors agreed to distribute Operation Shield fliers to all households in the parish. SA to work with LH to co-ordinate a collection date for packs once the cheques are returned to the Clerk.

12. Highways Issues

CW reported a continue problem with a ditch along Peckforton Hall Lane. SA requested that he take photographs of the problem area and report them via the Cheshire East website.

Action: CW to report problem area on Peckforton Hall Lane to CE via CE reporting website.

13. Working Party to Clear Verge on A49

SA reported that there is a 70yard stretch of pavement leading to the bus stop that has been encroached over by grass and asked PC's to join him in a work party to clear the area.

Action: SA to circulate possible dates for A49 verge clearance working party.

SL noted that there is a similar encroachment issue of a hedge overhanging from a property onto Peckforton Hall Lane.

Action: SL to photograph area of concern and submit Andrea Bickerton and Cheshire East Highways.

14. Horse Beware/Warning Sign at edge of Parish near Laurel Farm

The council discussed this request from a local resident and agreed to approach CE to discuss of the addition of a sign might be possible.

Action: JM to liaise with Chair of Houghton and Dave Chan and CE to see investigate options for moving forward with this request.

15. Lighting in Southcroft

Work has started on replacement lights for the parish. So far Scottish Power has replaced the majority of fuse boxes, and new lights have been fitted, some are currently working and other not. SA has reviewed the work and produced a detailed snagging list that needs to be completed before the project can be signed off.

JM wanted to thank SA for his hardwork so far in making this happen.

Action: SA to forward snagging list to LH. SA and BB to continue to monitor progress on job.

16. Noticeboard

JM has now completed construction of the new noticeboard and has now been erected. The council felt this looked good and thanked him for his work.

Action: SA to repaint legs of noticeboard stand.

17. Review of Website Host

LH reported that she had been in discussions with our current website hosts to discuss our requirements for GDPR complaints. They have been rather uncooperative. This has led to an investigation of other options. It seems we are paying over the odds for hosting.

Action: LH to draft a report of the website requirements for the Council to review and make recommendations at the next meeting.

18. Internet Banking

LH reported that she is now authorised to access online banking and can now raise payments electronically. She asked if another signatory would be happy to authorize payments. The Council approved the proposed move to electronic payments.

Action: LH to send internet banking instructions to BB and CH. DC to update financial regulation documents to recognize intention to complete internet-based payments.

19. Payment of Accounts

There were three outstanding items to make payments to authorize. These are

J Middlemiss	Noticeboard	£500.00
Peter Wilson	Lengthsman	£762.20
Louise Hare	Clerk Work	<u>£410.52</u>
Total		£1672.72

Balance remaining after these payments £8,126.54

20. Any other Business/Items for Next Meeting

JM requested for LH to prepare an action list resulting from the meeting.

Action: LH to prepare action lists for meetings going forward.

There were no additional items to be discussed.

The meeting closed at 21.45

Signed.....Chair

.....Date

Action List

Agenda item	Action	Person Responsible for Actioning
5.	All Councillors at the meeting to complete forms at the end of the meeting. To request KH to complete the form and return to BB for collection by Clerk.	All
7	LH to investigate and report back on the outcome of the application on the Old Barns Badcocks Lane.	LH
8	LH to investigate funding opportunities available to Parish Councils on a monthly basis.	LH
8	LH to continue to investigate status of insurance with the Lengthsman.	LH
9	LH to liaise with SA to purchase stickers.	LH/SA
11	SA to pass one remaining sign to Chair of Haughton PC for them to display in their parish. Councillors agreed to distribute Operation Shield fliers to all households in the parish. SA to work with LH to co-ordinate a collection date for packs once the cheques are returned to the Clerk.	SA/LH
12	CW to report problem area on Peckforton Hall Lane to CE via CE reporting website.	CW
13	SA to circulate possible dates for A49 verge clearance working party.	SA and all.
13	SL to photograph area of concern and submit Andrea Bickerton and Cheshire East Highways.	SL
14	JM to liaise with Chair of Haughton and Dave Chan and CE to see investigate options for moving forward with this request.	JM
15	SA to forward snagging list to LH. SA and BB to continue to monitor progress on job.	SA/LH/BB
16	SA to repaint legs of noticeboard stand.	SA
17	LH to draft a report of the website requirements for the Council to review and make recommendations at the next meeting.	LH
18	LH to send internet banking instructions to BB and KH. DC to update financial regulation documents to recognize intention to complete internet-based payments.	LH, B, KH, DC
20	LH to prepare action lists for meetings going forward.	LH

From last meeting	JM to contact individual responsible for Bunbury Local Plan to investigate cost of completion for Spurstow	JM
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