

SPURSTOW PARISH COUNCIL

Minutes of Meeting held at 8.00pm on Wednesday 11th September 2019

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

Peckforton & Beeston Village Room

Present: Katherine Hutchinson ((KH) Chair) Sean Augustin (SA), Louise Hare (LH), Reynold Finney (RF), Chris Warriner (CW), Stuart Lea (SL), Jonathan Middlemiss (JM), Chris Jones (CJ), Cllr Stan Davies (SD)

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

1. Apologies received:

Apologies for absence were received from Barry Bell

2. Declaration of Interests & Councillors Code of Conduct:

CJ declared an interest in the following planning applications. Coxey Green Farm, The Smithy, Spurstow Chapel.

3. Matters Arising & approval of previous minutes

Minutes from 15th May 2019 were approved. All Councillors agreed that these are a true record.

Action Points still to be completed from the last meeting include

- SA to repaint the legs of the noticeboard.
- BB to continue to work with LH to achieve internet bank status.
- Neighbourhood Plan – JM agreed to invite Andy Thompson for the 10 min slot at the next meeting, he has written the plan for Bunbury, to discuss the benefits of us completing the plan.

4. Open Forum:

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

5. Planning applications, *current and outstanding*

The council reviewed all applications to ensure they complied with planning requirements and were appropriate for the setting, they all agreed that the application from Spurstow Chapel was appropriate and supported an appeal by the Smithy for use vehicular parking. They have supported the development for one house on the Land North of Hill View and supported The Gables application to increase the curtilage of the Gable's garden whilst adding a proviso to the land assigned as Paddock should retain its Paddock status going forward.

-Higher Ash Capers Lane

- Coxey Green Farm

- Land North of Hill View

- Green Butts Farm Long Lane

- Spurstow Chapel

- Springfield Cottage, Long Lane

- Greenbelts Farm -Long Lane

- Spurstow Smithy Long Lane

- The Gables, Peckforton Hall Lane

Action: It was agreed to review the newest application 19/4122N Oaklands via email after the meeting.

6. Clerk's Report

- VAT return

LH reported that she has now completed the VAT return for SPC the Parish Council have now received a refund of £830.64.

Website Development

LH has been working with Ian Ireland-Jones to create a new parish council website. The first draft has been circulated and recommendations for change made. It was agreed at the meeting that the Parish Councillor contact emails be removed from the site and leaving only the Chair and Clerk's @spurstow-pc.gov.uk official email addresses. The Chair's email will need to be re-directed from SA to KH to allow this to function correctly.

Action: LH will continue to liaise with IJ to complete the website.

- Scottish Power review of metered reading.

LH is currently in communication with Scottish Power to initiate a re-evaluation of our electricity bill for our lighting.

SD informed the Council that he is currently liaising with Highways to encourage them to adopt the lights. The Council were pleased to hear about this and look forward to an update at the next meeting.

- Forecasting for next financial year

LH informed the Council that she will need to start drafting a budget for next year to enable us to set our precept figure. She asked Councillors to consider if there was anything that they would like to purchase and project that they would like to deliver to let her know so that she can add it to her budget.

- Deadline for Agenda items

LH informed the meeting that due to the time limitations for her to complete her work that it is important that she receive any requests for agenda items well in advance. It was agreed that LH include a deadline with her request for agenda items, this deadline should be at least a week after the request for agenda items goes out to allow Councillors time to reply.

It was also agreed that any requests to complete tasks should be delegated via the Chair to enable the Chair to have an overarching view of LH's workload.

7. Update from alternative ways to manage speed group -silhouette, bin stickers, SID loan, highway alterations

JM informed the meeting that thanks to SD's support they now have a budget from Highways to make some changes to the road layout and signage that could potentially manage the speed that people drive through the parish. Proposals have been drawn up for road painting and moving road signage. Given that these changes have come in under budget it was deemed appropriate to ask the council to provide additional warning signs for road users of the likelihood of horse riders on the road.

Action: JM to request Horse Signs and continue to collaborate with the Cheshire East to complete the work.

8. Operation Shield

All of the requested Operation Shield kits have now been distributed. We now have 28 kits remaining. The Council agreed that they would retain these kits for a further 3 months from the date of the meeting (ie until 11th December) and then sell them on to neighbouring parishes.

Action: LH to use all communication channels to connect with local residents to inform them of their last chance to purchase Select DNA Kits.

9. Highway Issues

The Council discussed Highway problems and particularly noted that a number of gullies in the Parish require clearance.

Action: RF and SA to identify the areas of specific problems and pass them on to LH to report to Cheshire East Highways.

10. Signage – Horse Sign

- **Slow Down Accident Sign**

Horse Sign covered under agenda point 7.

Slow Down Accident Sign – SA has been approached by a local resident that lives on the A49 they discussed the problem with accidents on the road and asked that the Parish Council would consider purchasing a temporary sign for them to place in the road to warn other motorists of the accident. The PC discussed this idea but ultimately considered this too potentially dangerous to endorse local residents installing the sign in the road and felt that this was a job for the emergency services not local residents.

Action: LH to compose a letter to resident to explain our decision re a “Slow Down Accident” sign.

11. Electricity Pole

CW reported that he has been liaising with electricity supplies to co-ordinate the remove of a redundant electricity pole on Peckforton Hall Lane they were of the impression that this work had been completed by a contractor , however when they reviewed the work done they found several outstanding items which they are now hoping to complete by 1st October. He will continue to champion this and keep the meeting informed of progress.

12. New Councillor Training

LH informed the meeting that CHALC offer a brief introduction to the role of a Councillor and asked if any of the Councillors would be interested in attending.

Action: LH to circulate the details to CJ.

13. Finance Update and Payment of Accounts

LH reported that since that since the beginning of the financial year we have received £4,644.01 and have a financial expenditure of £5,800.62

There are currently five outstanding items to raises cheques for. These are as follows

Village Hall hire until April 2020	£62.50
(2 meetings at £25 and 1 at £12.50 due to double booking for May meeting)	
L Hare Expense – Stamps and Stationery	£21.15
Lengthsman	£525
Printer Cartridge – Barry Bell	£34.99
Interim Payment for L Hare Clerk work	£552 (excluding travel expenses)

Payments Received by the Clerk to note

Cash payments	R Finney	£2.00	Bin Stickers
	J Middlemiss	£5.00	Operation Shield Kit

Cash payments to be banked according.

14. Any other Business

There were no items to report under this agenda item.

Part 2

15. Review of Parish Clerk Hours and Salary

Councillors discussed issues related to the Clerk’s hours and pay and resolved to issue an interim payment to the Clerk of £552.00 and to continue the discussion after the meeting.

Action: KH and SA to convene a meeting with the Clerk to confirm finalised hours and payment.

Date of Next Meeting – Wednesday 27th November 2019

The meeting closed at 22.30pm.

Signed.....Chair

.....Date

Action List

Agenda item	Action	Person Responsible for Actioning
3	<p>Action Points still to be completed from the last meeting include</p> <ul style="list-style-type: none"> • SA to repaint the legs of the noticeboard. • BB to continue to work with LH to achieve internet bank status for BB. • Neighbourhood Plan – JM agreed to invite Andy Thompson for the 10 min slot at the next meeting, he has written the plan for Bunbury, to discuss the benefits of us completing the plan. 	<p>SA LH/BB JM</p>
5	<p>It was agreed to review the newest application 19/4122N Oaklands via email after the meeting.</p>	<p>All</p>
6	<p>LH will continue to liaise with IJ to complete the website.</p>	<p>LH</p>
7	<p>JM to request Horse Signs and continue to collaborate with the Cheshire East to complete the work.</p>	<p>JM</p>
8	<p>LH to use all communication channels to connect with local residents to inform them of their last chance to purchase Select DNA Kits.</p>	<p>LH</p>

9	RF and SA to identify the areas of specific problems and pass them on to LH to report to Cheshire East Highways.	RF/SA/LH
10	LH to compose a letter to resident to explain our decision re a “Slow Down Accident” sign.	LH
11	LH to circulate details of new Councillor training to CJ.	LH
15	KH and SA to convene a meeting with the Clerk to confirm finalised hours and payment.	KH/SA/LH