

Willaston Parish Council

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Minutes of the meeting of the Council held on Tuesday 27th June 2023

Attendance:

Councillors: Emma Angier, Shirley Brazier, Craig Bailey (Chairman), Bill Kirby, Nigel Lane, Frank Morton, Wayne Salisbury, Julie Webb.

Sue Togay (Clerk), 1 members of the public (part meeting).

22. To receive apologies for absence

Apologies were received from Councillors Cutts (Vice Chairman), and Ward and Cheshire East Ward Councillor Alan Coiley.

23. Declarations of Interest

Councillor Bailey in respect of item 19 Authorisation of Payments as a payee.

Councillor Salisbury in respect of Item 19 Authorisation of Payments as a payee.

24. To approve the minutes of the meeting held on Tuesday 16th May 2023

RESOLVED: That the minutes of the Council held on Tuesday 16th May 2023 be approved as a correct record and signed by The Chairman.

25. To receive a report regarding policing matters in the Parish

Unfortunately, there were no Police officers available to attend. Councillor Kirby mentioned ASB issues in the Wistaston area. It was advised they should be reported directly to the Police by calling 101.

26. To receive a report from Cheshire East Borough Councillors covering Willaston Parish

Unfortunately, there were no Ward Councillors in attendance.

- Councillor Kirby mentioned the problems relating to Lila Connect. The Cheshire East Ward Councillor had already investigated this issue and no further action could be taken by the Borough or Parish Council. As a private matter, it was advised that individuals contact the local MP or potentially the respective ombudsman.
- Cheshire East Councillor Simon had mentioned the issue of reinstating Colleys Lane into the Winter Gritting Schedule. The residents had proposed a petition and requested a letter of support from the Council. Residents needed to instigate the petition.
- A request had been sent to Ward Councillor Gage requesting further information about a pre-election statement relating to the figure associated with the asset transfer of Mike Heywood Green. No response had been received and it was requested that Councillor Gage be asked again for further clarification on the amount.

27. To receive a report from the Clerk to Willaston Parish Council

The Clerk included the following items:

- An email had been received by a resident in relation to dangerous driving along Wistaston Road. The Clerk would refer this to the local Police.
- Willis Brothers had been contacted about the benches to be installed on Mike Heywood Green. They had been received and held as a delay in installation had occurred due to work volume. Hopefully they will be installed soon.
- The periphery fence at the allotments needed attention.
- The Council Insurance amount was now confirmed with no additional premium for the event. This had been stated in writing.
- Councillor Ward had confirmed that the Masonic Hall car park could be used by traders at the Garden Party event.
- There had been some graffiti at the bus stop by the allotments which had been cleaned by the Ranger at Wistaston Parish Council.

28. To consider matters relating to Planning Applications which include:

23/0812N

Proposed single storey front and two storey rear and side extensions.

70 Colleys Lane, Willaston, CW5 6NT

Consultation Deadline: 14th June 2023

RESOLVED: 'no objections' submitted on behalf on the Council based on Councillor Response.

23/1976N

The proposed works are for a double storey front extension of the existing building.

31 Bayley Road, Willaston CW5 6RL

Consultation Deadline: 20th June

RESOLVED: no objections submitted on behalf on the Council based on Councillor Response.

23/2082N

Erection of a detached dwelling

215 Colleys Lane, Willaston, CW5 6RL

Consultation Deadline: 20th June.

RESOLVED: Objection to be submitted based on Policy GG1 – Green Gap, Policy H4 – Willaston Settlement Boundary, H4d and Policy LE6 of the Willaston Neighbourhood Plan.

29. Willaston Events Committee

Councillor Salisbury gave an update on the Garden Party which was taking place in two weeks:

- All entertainment, stalls and logistics were booked and the experience from the Queens Jubilee Event in 2022 had been invaluable.
- The profile of the event on social media and the website would be increased as well as a one-page flyer which was being distributed to all residents.
- The insurance company had confirmed in writing that no additional premium was needed to cover the event.
- More volunteers were needed so Councillors were asked to ask around to attract more numbers.
- There was this year 2 bars selling alcohol and the appropriate license had been received from Cheshire East Borough Council. Fifteen retailers and 6 charities would be attending.
- In advance of the event, there would be a community litter pick on the Playing Field on 11th July between 6pm and 7.30pm.

Councillor Webb expressed her thanks for the immense hard work done by the members of the events committee especially Councillors Angier, Cutts and Salisbury.

30. Playing Fields & Open Spaces

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

- A resident whose property was on the boundary of the playing field had advertised their property for sale 'with direct access to the playing field'. The Clerk had issued a letter with no response outlining the fact they had advertised misinformation and as yet the 'for sale' ad was still online. The Clerk to speak to the estate agents to inform them of the misinformation.
- Residents on the periphery of the field had been issued with letter for over 30 years reiterating the fact that there was no access to the fields from the boundary. The Clerk to issue letters to all appropriate residents to reaffirm the position relating to right of access and to inform them of the Garden Party Event
- The grassed area opposite Mike Heywood Green had not been maintained by the Borough. The issue to be reported to Cheshire East.
- The tree at Maurice's Maze had not survived the winter. The Chairman would speak to Mrs Ann Jones and potentially replant a new specimen in Autumn.

b) To consider a quote from ANSA relating to the removal of the bin and installation of 'Keep Clear' lettering at the entrance of the Playing Field.

A quote had been received for £1,147.06 excluding VAT for the outstanding work to be carried out. After discussion the Council rejected the quote

RESOLVED: that Willaston Parish Council do not accept the quote from ANSA but seek a further 3 quotes. As use of social media had been successful obtaining previous quotes, this means would be used again.

c) To consider quotations received for the restoration and enhancement of the Lettie Spencer Playing Field gates.

At the March meeting of the Council, it was resolved that the Council 'allocate monies up to £3,000 plus VAT from general reserves for the restoration of the Lettie Spencer Playing Field Gates'. Due to ill health the proposed contractor had withdrawn. Quotes had been sought for the removal of the gates and for the removal, refurbishment and re-installation of the gates. An identical quote had now been received from Astbury Fabrications for removal, refurbishments and replacement of posts to increase the access width. Due to health and safety issues because of the impending event mid -July, this preferred quote had been accepted and instructions given to proceed. It was hoped that the original towers could also be re-used.

31. To consider amendments to the Council's Code of Practice for Handling Complaints Policy.

The Council's present complaints policy had been supplied to Councillors plus examples of best practise policies to bring Willaston Parish Council policy up to date. After discussion, the Council requested that all policies to be reviewed on the proposed schedule are carried out on an extended two-month basis for the details to be understood and approved. Therefore, a new review schedule was approved as follows:

July: Complaints Policy - To consider and adopt the suggested policy.

August: Communications Policy – to discuss.

September: Communications Policy –to consider and adopt the suggested policy.

October: social media Policy - to discuss.

November: social media Policy - to consider and adopt the suggested policy.

January: Privacy Policy – to discuss.

February: Privacy Policy - to consider and adopt the suggested policy.

March: Policy and Protocol for the Death of Senior National Figures and Local Civic Office Holders – to discuss.

April: Policy and Protocol for the Death of Senior National Figures and Local Civic Office Holders – to consider and adopt the suggested policy.

32. To consider the Chairman’s Allowance for the 2023/24 Municipal Year

Resolved: that an amount of £120 be approved as an allowance to be paid to the Chairman for 2023/2024

33. To consider Creating a Designated Email for the Office of Chairman and Vice-Chairman

This item was discussed and as there was no objections or no cost implication, it was agreed to proceed.

34. To consider an appropriate Memorial to the late Vice-Chairman, Councillor Colin F Todd.

This item was deferred until the next meeting. Councillors are asked to give the issue some thought in order for a resolution to be made.

35. To receive an update on the proposed installation of benches Wybunbury Road/Green Lane.

Councillor Lane gave an update on the proposed installation of the benches outlining the permissions and licencing process with Cheshire East Borough Council. An additional amount had been advised in relation to legal costs which could make the project cost inhibitive. This item to be included on the agenda for the July meeting for resolution.

36. Public Participation

This item had been moved within the agenda for the Chairman of Cheshire Blades Simon Hoyland to attend. He gave a presentation about the background and work of the organization. Discussion took place for ways in which the organization could work with the Council in relation to involving our younger residents in sporting activities.

37. To consider Projects relating to the specific funds that the Council holds to include the Community Facility Improvement Fund and Community Infrastructure Levy.

This item was deferred until the next meeting.

38. To formally receive and approve the Internal Audit Report 2022/2023

This had been distributed prior to the meeting and there were no issues arising.

RESOLVED: the Internal Audit Report was approved by the Council for the year ending 31st March 2023.

39. To formally approve the Parish Council Accounting Statement for 2022/2023.

RESOLVED: the Parish Council Accounting Statement was approved by the Council for the year ending 31st March 2023.

40. To consider approval of payments

RESOLVED: It was resolved that the accounts totalling £7,587.86 as detailed in the attached schedule be approved for payment.

To note the date of the next meeting

25th July 2023

Chairman: Date:

WILLASTON PARISH COUNCIL
SCHEDULE OF ACCOUNTS
27th June 2023

Details of Payment	£	£	Cheque No
S Togay Clerk - Salary June		715.15	102976
HMRC – Tax June		178.60	102977
S Togay - stationery		26.80	202978
JDH Business Services Ltd		348.00	102979
Mike Webster & Sons - grass cutting April/May/June		1035.00	102980
Cllr CT Bailey:			
Clerk's Mobile Phone	9.99		
Pin Badges	<u>86.45</u>	96.44	102981
Cllr CT Bailey – Chairman's Allowance		120.00	102982
Water Plus Ltd		181.92	102983
U Storeall – rent/insurance 13.6.23 to 12.6.23		83.37	102984
Cllr Wayne Salisbury:			
Garden Party (GP)CEBC TEN License	21.00		
GP – Instantprint Posters	108.00		
GP – Vinyl Banners Printing	84.81		
GP -Selfie Frame	50.99		
GP – A1 Trophies – medals for sports	40.99		
GP – Dog show rosettes	29.79		
Civic Service - Morrisons refreshments	20.00		
Civic Service – Waitrose refreshments	<u>37.50</u>	393.08	102985
Hipswing – Garden Party		2013.30	102986
Henry Myles Music – Garden Party		200.00	102987
Yzzy Pearce-Higham Pure Paloma – Garden Party		400.00	102988
Teal Function Band – Garden Party		275.00	102989
Gemma Rose Vocalist - GP		100.00	102990

Rock Choir – GP (Gina Hallums)		75.00	102991
Staffs Solutions Group – 1 st Aid - GP		220.00	102992
Victoria Cope – GP – stilt walker		200.00	102993
Zurich Municipal – General insurance premium (to replace cheque 102975)		917.20	102994
Total	Total	7578.86	

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