

Willaston Parish Council

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Minutes of the Meeting of the Council held on Tuesday 30th January 2024

Attendance:

Councillors: Craig Bailey (Chairman), Emma Angier, Shirley Brazier, Anna Cutts (Vice-Chairman), Bill Kirby, Nigel Lane, Frank Morton, Wayne Salisbury, Keith Ward.

Sue Togay (Clerk), 3 members of the public.

202. The Chairman welcomed all present and announced the resignation of Councillor Webb with immediate effect. He had responded to her resignation with thanks for her service to the Council.

203. Apologies for Absence.

Apologies had been received from Cheshire East Ward Councillor Allen Gage.

204. Declarations of Interest.

Councillor Bailey in respect of item 17 Authorisation of Payments as a payee.
Councillor Salisbury in respect of Item 17 Authorisation of Payments as a payee.

205. To Approve the Minutes of the Meeting Held on Tuesday 28th November 2023.

RESOLVED: That the minutes of the Council held on Tuesday 28th November 2023 be approved as a correct record and signed by The Chairman with the following amendment:
Item 183 confirming the dates of future meetings in 2024 was a resolved item.

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

Unfortunately, there were no Police officers available to attend. The Vice-Chairman had attended the 'Police & Crime Commissioner, Cheshire East Town and Parish Council Meeting' on behalf of the Council. It had been a short meeting with questions from councils mainly relating to speeding.

It was suggested that the mobile Speed Indicator Device could be utilised in the area and some speedwatch sessions carried out. Councillor Salisbury to assist and obtain the SID from storage and liaise with Councillor Kirby on its use. The protocol for speedwatch sessions had been updated and the Clerk would contact our local police to gain advice on training and risk assessments for sessions to take place.

207. Public Participation.

Three members of the public attended who were residents of Bayley Croft. Unfortunately, the developers Stewart Milne Homes had gone into administration and although all homes were now occupied the development was not complete and there was a whole host of issues that needed addressing.

The public present represented the Residents Association to inform the Council of the action they were taking, which included contact with the administrators, United Utilities, Cheshire East Ward Councillor and the local MP. They were also producing a leaflet for a leaflet drop and had a website.

One issue which was highlighted was a bin in the vicinity of the playground which was overflowing and now a health and safety issue. It was suggested that a request is made to ANSA to empty on a temporary basis or speak to Environmental Health and report to 'Fix My Street' by as many residents as possible.

The Chairman highlighted the issue of the abandoned installation of traffic lights. The Clerk would gain information from the 106 Officer at Cheshire East to ascertain its allocation.

The Chairman expressed his concerns to the residents for the unfortunate situation and although it has no powers in this area, will endeavour to give advice. He requested residents keep the Council updated.

208. Cheshire East Borough Councillors Report.

There were no Cheshire East Councillors in attendance, but Councillor Gage had contacted the Clerk with his apologies due to an emergency budget meeting where he hoped to attend part-meeting. As Cheshire East Ward Councillor Alan Coiley had not yet attended a Parish Council Meeting since the election in May 2023, the Clerk to contact him to highlight his non-attendance and reiterate the expectation of the Borough and Parish to forge a working relationship. Further action would be to contact the Leader of the Labour Group of Cheshire East.

Councillor Kirby again mentioned the topics speeding, hedges, gritting and potholes on Colleys Lane. He was reminded by the Chairman that Willaston Parish Council had taken action on these issues on numerous occasions and felt sufficient action, working in partnership with the relevant agencies, had been taken by the Council to provide information for these agencies to solve the issues. Although the Council has no powers or responsibilities relating to these issues it was felt imperative to work in harmony with our partner agencies rather than become a pressure group.

The topic of potholes in the Parish was discussed and the bad standard of repair by Cheshire East Highways and the time taken for response and action by the Borough on all issues which was potentially brought about by severe budget restraints.

The Vice-Chairman requested that as a follow up to the outstanding crossing planned at the Peacock, that members complete the recently circulated Cheshire East Crossing Strategy Consultation 2024, closing date 10th March 2024. The Clerk to include this on the February agenda.

The Chairman noted that at a meeting on 1st February of the Cheshire East Environment and Communities Committee a grass cutting policy was to be approved and he had noted and circulated items that affected Willaston from 1st April. Specifically, was the categorization of Maurice's Maze which he felt should be reclassified as Community Infrastructure Category 2 (10 cuts per year). The Chairman would write to the relevant officer to request recategorization. It was also requested by Councillor Ward that the Clerk re-contact ANSA as the shrubs between John Gresty Drive and Victoria Mill Drive at the Maze had still not been maintained.

209. Report from the Clerk to Willaston Parish Council

The Clerk reported the following:

- The latest edition of the Willaston Electoral Register had been requested.
- A request had been received from Cheshire East to submit information regarding the spending of Neighbourhood CIL. This had been completed and submitted.
- At the Annual Parish Meeting, it was resolved that an advisory committee to fully consider the viability of a village hall be formed. It is requested that members note that this will be an agenda item at the meeting in February.
This item was a long running topic considered by the Council which may consider a new build or alternatively evolve a strategy for the use of any potential existing spaces that may be available within the parish.
- There had been notification of a potential planning enforcement issue on Park Road. Cheshire East had been notified and confirmed they would pursue.

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

23/4568N

Extension, external and internal alterations

Cheerbrook House, Newcastle Road, Willaston, CW5 7EL

Submission Deadline: 10th January 2023. Application circulated and no objection submitted based on comments received.

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

23/4476N

Single storey extension to front elevation with new timber porch formed. Rear extension to ground floor and first floor.

57 Eastern Road, Willaston, CW5 7HT

Submission deadline: 21st January. Application circulated and submission stated no objection but with comments related to H6 of neighbourhood development plan and off-road parking.

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

23/2874N

Variation of conditions 2-Approved plans, 3-Materials, 4- Surface materials, 5-Landscaping, 7-Boundary treatments, 8-Drainage and 18- Bin/Cycle stores on approved application P09/0040. Land to the West of Manor Bank Barn, Cheerbrook Road, Willaston

Submission Deadline: 1st February, 2024

RESOLVED: An objection to be submitted relating to D4, H5 and H12 of the Willaston Neighbourhood plan and other comments from members. Also, express concern that changes were far more extreme than a variation and should be considered a new application.

The Clerk to contact Stapeley Parish Council to ascertain if they had a Neighbourhood Plan and had made comment.

211. To approve a 10% increase in allotment plot rents and agricultural field rent from 1 April 2024.

After discussion, the following resolution was made:

RESOLVED: that a 10% increase is approved in allotment plot rents and agricultural field rent from 1st April 2024.

212. To approve updates to the policy and protocol for the death of senior national figure and local civic office holders.

A draft copy of the relevant document had been circulated with suggested amendments.

RESOLVED: That the following amendments are approved and made to the policy by the Council:

1. Delete 'longest serving' from line 3, Appendix A.
2. The addition of section 13 for Local Civic Office Holders.

213. To approve updates to the Standing Orders.

A draft copy of the relevant document had been circulated with suggested amendments.

RESOLVED: That the following amendments are approved and made to the Standing Orders:

1. Remove Item 3d): 'Occasionally the Chairman of the Council in agreement with the Vice-Chairman of the Council, may allow the Vice-Chairman to preside at the meeting where both are present.'
2. Add item 35b) as follows:

'The Clerk shall have delegated responsibility to reply to planning applications notified by the Local Planning Authority where the deadline for comments falls prior to the next meeting of the planning committee or meeting of the Council.

- I. In this situation The Clerk shall take soundings from Members via email and shall make comment with a quorate response
- II. The Clerk shall respond with due regard to the policies within the Neighbourhood Plan.
- III. At the next meeting of the planning committee/Council the comments submitted shall be resolved and minuted.'

214. To consider amendments to the Council's Communications Policy.

A draft copy of the relevant document had been circulated with suggested amendments.

RESOLVED: that the following amendments are approved and made to the Communications Policy:

- Add 'Social Media' to the list on Item 3.0 Methods of communication and engagement to be adopted by the Council.

215. To further consider the installation of defibrillators in the Parish.

In relation to the provision of £1,000 within the budget for 2024/2025 for a defibrillator in the Parish, Councillor Angier requested that she would like to commence research on this project and commence liaising with appropriate groups, ascertain suitable sites and equipment and research funding. After discussion, the Council agreed that Councillor Angier look further into the provision of a defibrillator.

216. To consider quotes received for grass cutting in the parish for 2024.

A quotation request had been made to three suppliers. After discussion, the following resolution was made.

RESOLVED: that the quote from Mike Webster & Son is accepted by the Council for the year 2024.

217. Events Committee.

a. Councillor Cutts gave an update on the work of the committee:

A very well-attended **Carols on the Green** was held on Thurs 14th December. The temperature being +16° higher than last year definitely helped! Thanks to Mick the Chip and Jean for providing the refreshments and to Mr Sykes, Mrs West and Willaston Academy for leading the singing.

An informal drink was held in the Lamb with Garden Party, Litter pick and Delivery Team volunteers before Christmas.

Plans for the 2024 Garden Party to be held on Saturday 6th July are progressing.

b. To receive the resignation of Councillor Julie Webb and consider filling the vacancy. In light of the recent resignation of Councillor Webb, it was suggested that an additional member is appointed to the Events Committee.

RESOLVED: that Councillor Bailey is appointed as a member of the Events Committee.

218. Playing Fields & Open Spaces

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

Lettie Spencer Playing Field.

- There was an insurance claim ongoing relating to injury sustained by tripping at the Lettie Spencer Playing Field. The Clerk had been collating the relevant information requested by our insurers and would submit by 1st February 2024.
- Gates – Councillor Salisbury was liaising with the contractor to complete the gilding and further work to the right-hand gate post.
- Goal Mouths – reseeding had taken place in Autumn and would be repeated in March by the contractor.
- Signage – the replacement of damaged signs was being undertaken.
- Basketball Equipment – a site visit had taken place and installation of the more robust equipment was to take place shortly. The positioning of the hoops was also to be changed to a more appropriate height.
- CCTV – This was in process but was slow due to church protocols. Councillor Salisbury to gain an update. Continual use outside the opening hours continued which would be stopped with CCTV installation.
- Uncontrolled Dogs – this continued to be an issue with residents sometimes avoiding the field's use. The approved signage was being produced with a highlight on social media once installed.
- Opening Hours – Councillor Salisbury requested that the weekend opening hours be amended to 9.00am. Due to the to lack of playing field officers to carry out a seven-day schedule, he requested that members consider volunteering to assist. From April 2024 it had been resolved that a security company would be closing the field Thursday to Sunday. It was discussed whether the member who had recently resigned as a

Councillor could still carry out these duties as a volunteer. The Clerk to contact Chalco for advice.

After discussion the following resolutions were made:

RESOLVED:

1. That the weekend opening hours are amended and published as 9.00am.
2. That Councillors Angier and Lane are appointed as additional Officers of the Council (Playing Field) to take part in the opening and closing of the Playing Field.

A thank you was given to Councillor Salisbury for all the hard work he undertakes.

Mike Heywood Green.

The Clerk requested that she required some of background information on Mike Heywood Green to commence the production of a Business Plan regarding the asset transfer of this area to the Parish from Cheshire East. The Clerk to gain information from Councillors Brazier and Morton and refer the first draft to the Chairman for consideration.

The War Memorial.

- Unauthorised Highways Sign – the Clerk to gain an update from Highways on the unauthorised location of the sign.
- Road Surface – the Chairman would pursue the proposed resurfacing of the area.
- Bench – the slats of the bench were in bad condition and needed removing. It was suggested that as a future agenda item discussions take place to consider its replacement with a suitable memorial bench. The Clerk suggested that a future inspection of all Council assets take place to update the asset register and assess for any health and safety issues.

219. Authorisation of Payments

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

RESOLVED: It was resolved that the accounts totalling £2221.35 as detailed in the attached schedule be approved for payment.

220. To confirm the date of the next meeting.

Tuesday 27th February 2024

Chairman: **Date:**

WILLASTON PARISH COUNCIL SCHEDULE OF PAYMENT			
30th January, 2024			
Details of Payment	£	£	Cheque No
S Togay - January Salary		£655.20	103066
HMRC - January		£163.80	103067
S Togay - Stationery - stamps		£20.00	103068
HMRC - Employer NICs		£464.05	103069
U Storeall- Dec and Jan		£176.70	103070
Cheshire Community Action		£50.00	103071
Royal British Legion - Ariman's Grave Wreath		£15.00	103072
Chalc - Personalised Training Session		£337.50	103073
Water Plus 15/11/23 - 7/12/2023 and 8/12/23-7/01/23		£127.23	103074
Mike Webster & Son Ltd Inv:7037 - tidy of Mike Heywood Green		£95.00	103075
Cllr C Bailey - Parish Mobile 1/12/23 and 31/12/23		£19.98	103076
Cllr W Salisbury:			
HFE Signs - Dog posters	£78.14		
Economy Of Brighton B Creative - Envelopes Garden Party	£5.76		
Garden Party, paper	£12.99	£96.89	103077
Total	Total	£2,221.35	

Chairman: **Date:**