

**WILLASTON PARISH COUNCIL  
VIRTUAL COUNCIL MEETING  
14 JULY 2020**

Present : Parish Councillors C Bailey (Chairman), E Angier, S Brazier, A J Cutts, N Keegan, N Lane, F R Morton, W Salisbury, C F Todd, K Ward & J Webb.  
Cheshire East Councillor M Simon.

**1 CHAIRMAN**

RESOLVED : that Councillor C T Bailey be appointed as Chairman for the ensuing year.

**2 VICE CHAIRMAN**

RESOLVED : that Councillor C F Todd be appointed Vice Chairman for the ensuing year.

**3 DECLARATION OF INTERESTS**

There were no declarations of interest.

**4 MINUTES**

RESOLVED : that the minutes of the meeting held on 25 February 2020 be approved as a correct record and signed by the Chairman.

**5 OPEN FORUM**

No matters were raised by members of the public.

**6 CHESHIRE EAST COUNCILLORS REPORT**

Councillor Simon reported on the following matters :-

- There have been many complaints from residents about the car parking charges in Crewe & Nantwich which have been passed on to the portfolio holder. In particular older residents were unable to use the payment app or contactless card payment, and there were concerns about disability access.
- The Middlewich Road closure has resulted in more traffic on the Nantwich bypass and Colleys Lane and the police have carried out speed checks in the area.
- There have been vehicles parking on the grass verge outside Redsands and this has been reported to the authorities.
- The cycleway on Crewe Road has been reported for improvements required.
- The Public Space Protection Orders consultation runs from 29<sup>th</sup> June for 6 weeks. The current Orders are due to expire in October.

Members raised the following matters with Councillor Simon for attention :-

- There has been some tipping of waste to the rear of the Redsands site and also the goal posts have been removed.
- There has also been issues with litter being left on the grass verge outside Redsands.
- Concerns were raised regarding the daffodils planted in the grass verge by the Redsands site and also wildflowers being destroyed.
- The possibility of a pedestrian crossing over the A51 Nantwich bypass by the Peacock roundabout.
- The SID by the war memorial on Crewe Road is not displaying properly.

**7 PLANNING APPLICATIONS**

20/0825N – Single storey rear extension, 15 Colleys Lane

No objections

20/1118N – Two storey side extension, front single storey extension, 37 Park Road

No objections

20/0343N – Proposed outbuilding for horticultural and arboricultural use, Manor House Farm, 1 Old Newcastle Road

No objections

20/2406N – Variation of conditions 3 & 4 on approval 19/1860N, land to the rear of 10 & 12 Moorfields

No objections, but conditions requested if minded to approve

20/2506N – Proposed dwelling on land adjacent to 16 The Paddock

Objections submitted on the grounds of overbearing impact and effect on TPO's

20/2493N – Single storey extension, 15 Green Lane

Objections to be submitted on the grounds that the work appears to have already been carried out and exceeds the permitted development rights

**Cheshire East Council decisions**

19/0178N – Granny annexe in keeping with existing bungalow and neighbouring dormer bungalow, 25 Park Road – **refused**

19/5277N – Two storey side extension, a single storey side extension, and a single storey rear extension, 82 Coppice Road – **refused**

20/0029N – Rear single storey with side double storey extension, 146 Colleys Lane – **approved**

20/0825N – Single storey rear extension, 15 Colleys Lane – **approved**

20/0343N – Proposed outbuilding for horticultural and arboricultural use, Manor House Farm, 1 Old Newcastle Road - **approved**

**8 ANNUAL ASSESSMENT OF RISKS**

The clerk reported that he had undertaken a manual review of the risk reports produced in March 2012 and that no material changes to the risk profile had been identified apart from the acquisition of the Tommy statue at the war memorial, the purchase of new IT equipment, and the added value in renovation of the book box. These items have all been added to the asset schedule on the insurance policy.

RESOLVED : that all of the procedural and financial risks to the council have been considered and that adequate controls are in place to manage those risks.

**9 PLAYING FIELD OFFICERS**

RESOLVED : that Councillors Bailey, Salisbury, Todd and Webb be appointed as unpaid Playing Field Officers of the Council.

**10 WYBUNBURY UNITED CHARITIES**

RESOLVED : that the following representatives be appointed to Wybunbury United Charities - Trustees S Brazier and F R Morton - Administrators C T Bailey and K Ward.

**11 INTERNAL AUDIT REPORT FOR THE YEAR ENDED 31st MARCH 2020**

The clerk presented the internal audit report for the year ended 31st March 2020 which concluded that the council's systems of internal controls in place was adequate for the purpose intended and effective.

RESOLVED : that the internal audit report be approved and accepted.

## **12 ANNUAL GOVERNANCE STATEMENT 2019/20**

RESOLVED : that the answer “Yes” be given to all questions in the Annual Governance Statement for 2019/20.

## **13 AUDIT OF ACCOUNTS 2019/20**

RESOLVED : that the Parish Council Accounting Statement for 2019/20 be approved.

## **14 BUDGETARY CONTROL REVIEW**

The clerk presented Income & Expenditure figures for the first three months of the financial year up to 30 June 2020 for comparison against budget. These reveal overall expenditure well within budget due to reduced outgoings as a result of activities being cancelled or scaled down because of the Covid 19 pandemic.

RESOLVED : that the Income & Expenditure figures for the 3 months to 30 June 2020 be approved.

## **15 BANK RECONCILIATION AS AT 30 JUNE 2020**

Councillor Salisbury reported that he had checked and verified the bank reconciliation as at 30 June 2020.

## **16 PAYMENT OF ACCOUNTS**

RESOLVED : that the accounts totalling £7,012.24 as detailed in the attached schedule be approved for payment.

## **17 RENOVATION OF THE WAR MEMORIAL**

The Chairman presented an estimate of £1,695 received for the cleaning and renovation of the war memorial. Other potential contractors had been approached for quotations but had not responded. Some concerns were expressed that the proposal put to the meeting was an estimate, not a quotation, but it was agreed that the work needed to be carried out. RESOLVED : that the contractors be instructed to proceed with the work on the basis that the final cost would not be significantly different from the estimate, and that the matter be referred back to the council if any additional work was identified which would result in a significant increase in costs.

## **18 APPROPRIATION OF S106 FUNDING**

The Chairman reported that the Maze planting had been completed and the surface games applied. The application of bark covering is awaited and renovation of the knee rail is scheduled to be undertaken in the near future.

The clerk reported that he had met with representatives of ANSA on 13<sup>th</sup> July to discuss the three new pieces of equipment at the children’s play area. ANSA will liaise with Kompan to update the original quotation and move matters forward.

## **19 LETTIE SPENCER PLAYING FIELD**

The Chairman presented a written report detailing the issues which have arisen on the playing field since the last meeting in February and made particular reference to incidents of anti-social behaviour and unauthorised access of the playing field. The situation will continue to be monitored and appropriate actions will be considered in future where considered necessary. The lime tree by the fence adjoining the new Cheerbrook Gardens development has now been pruned by contractors.

**20 RESURFACING OF THE CHILDREN'S PLAY AREA**

A quotation from ANSA for the resurfacing of the asphalt on the children's play area is still awaited. Advice from ANSA is that this work should be carried out after the three new pieces of play equipment have been installed.

**21 PARISH BOUNDARY SIGNS**

Councillor Simon agreed to enquire about the possibility of Cheshire East Council installing a Willaston boundary sign at the appropriate point on the A51 Nantwich bypass. It was agreed to defer any further discussion on this item until the outcome of that enquiry was known.

**22 WILLASTON IN BLOOM**

The Chairman reported that there would be a reduced planting scheme this year due to the Covid 19 restrictions and the usual contractor would not be involved. However, the Mike Heywood Green and Coppice Road beds have been planted by councillors in an unpaid capacity and several residents have kindly agreed to plant and maintain some of the other tubs and beds around the village. Unfortunately, there has once again been some theft of plants from Mike Heywood Green, but these have now been replaced.

**23 FINANCIAL REGULATIONS OF THE COUNCIL**

The Clerk presented proposed council Financial Regulations, amended slightly from the original version to remove a few items which are more appropriate to a principal council than a parish council.

RESOLVED : that the proposed amended Financial Regulations be adopted.

**24 MEMORIAL TO PAST CHAIRMAN MAURICE JONES**

The Chairman reported that he had spoken to the Green Space Manager at Cheshire East Council who advised that a consultation of local residents would have to be undertaken prior to the re-naming of the Maze in memory of the late Councillor Jones, and that the support of our local Borough Councillor would be required.

RESOLVED : that an appropriate consultation process should be implemented and, subject to approval of the re-naming, the Maze should be re-named as "Maurice's Maze."

**25 REQUESTS TO ERECT NEW STRUCTURES AT THE ALLOTMENT SITE**

The following requests have been received to erect new structures at the allotment site :-

Plot 20 – a new 6' x 8' greenhouse

Plot 33 – a new 12' x 15' poly tunnel and a 6' x 4' wooden shed

Plot 12 – a replacement 6' x 4' wooden shed

RESOLVED : that permission be granted for all of the above.

**26 REPORT OF THE CLERK**

The clerk presented his usual written report.

**27 DATE OF NEXT MEETING**

This was confirmed as 11 August 2020 (to be a virtual meeting via the Zoom platform).

**Chairman..... Date.....**

## WILLASTON PARISH COUNCIL

## SCHEDULE OF ACCOUNTS

14th JULY 2020

Details of Payment	£	£	Cheque No
<b>March Payments :-</b>			
M Langhorn - March net salary	547.00		
Quarterly telephone account	90.19		
6 months use of home as office	60.00		
- Petty cash	<u>13.79</u>	710.98	102658
H M Revenue & Customs - tax on salary		136.80	102659
<b>Sub Total</b>		<b>847.78</b>	
<b>April Payments :-</b>			
M Langhorn – April net salary	547.20		
Petty cash	<u>4.55</u>	551.75	102660
H M Revenue & Customs – tax on salary		136.60	102661
<b>Sub Total</b>		<b>1,536.13</b>	
<b>May Payments :-</b>			
M Langhorn - May net salary	547.00		
Petty cash	<u>4.00</u>	551.00	102663
H M Revenue & Customs		136.80	102664
JDH Business Services Ltd – internal audit fee		226.80	102665
Zurich Municipal – insurance premium		856.63	102666
ChALC – Annual subscription		967.40	102667
Water Plus Ltd – water at allotment site		208.67	102668
W Salisbury – purchase of playground sign	32.98		
Purchase of strimmer	<u>169.99</u>	202.97	102669
<b>Sub Total</b>		<b>4,686.40</b>	

<b>June Payments :-</b>			
M Langhorn – June net salary	547.20		
- Quarterly telephone account	90.93		
Petty cash	<u>11.25</u>	649.38	102670
H M Revenue & Customs – tax on salary		136.60	102671
J Mountford – grass cutting in the village		405.00	102672
Playsafety Ltd – RoSPA report		120.00	102673
<b>Sub Total</b>		<b>5,997.38</b>	
<b>July Payments :-</b>			
M Langhorn – July net salary	547.00		
- Petty cash	<u>4.65</u>	551.65	102674
H M Revenue & Customs – tax on salary		136.80	102675
Cheshire Community Action - subscription		50.00	102676
Border Tree Care		180.00	102677
W Salisbury - expenses		96.41	102678
<b>Total</b>		<b>7,012.24</b>	

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