

Willaston Parish Council

Email: clerk@willastonparishcouncil.org.uk
Website: www.willastonparishcouncil.org.uk
Telephone: 07579 791981



Minutes of the Meeting of the Council held on Tuesday, 26th July 2022

Attendance:

Councillors: Craig Bailey (Chairman), Anna Cutts, Nigel Keegan, Nigel Lane, Wayne Salisbury, Colin Todd (Vice-Chairman), Keith Ward, Julie Webb.

Sue Togay (Clerk), 2 members of the public.

The Chairman welcomed all those present and made a statement in relation to conduct and some things said at the last meeting of the Council. No points of order were raised during the debates and from the opinion of the chair standing order 14 was not broken. The debate which took place at the last meeting under 11 highlighted different opinions of Members. This, the Chairman felt demonstrated healthy democracy which underpins good local government. He reminded Members that it is the responsibility of each Member to be mindful of what they say during debates and participate according to Standing Orders and the Nolan Principles.

56. To receive apologies for absence

Councillor Emma Angier, Shirley Brazier, Rubina Greenwood, Frank Morton, Cheshire East Councillor Margaret Simon, representatives of The Police.

57. To receive declarations of Members' Interests

Councillor Bailey ref Item 16 in relation to the authorisation of payments.
Councillor Salisbury ref item 16 in relation to the authorisation of payments.

58. To approve the minutes of the meeting held on Tuesday 28th June 2022

RESOLVED: that the minutes of the meeting held on Tuesday 28th June 2022 be approved as a correct record and signed by the Chairman with the following amendment to Item 33 - The Brownies and Roundabouts Nursery had been omitted from the list of organisations.

Matters Arising:

Councillor Lane raised the concern regarding the previous issue of lack of road markings on the Crossroads of Cheerbrook Road/Green Lane/Wybunbury Road. This matter had been raised previously under item 54, page 2819 and again item 250, page 2883. He had reported this to Cheshire East 'Fix My Street' with the unsatisfactory response that they felt there was no immediate risk. After discussion it was suggested by Councillor Todd that this matter be brought once again for the attention of Borough Councillor Alen Gage for further action.

It was felt that 'Fix My Street' was a useful tool for all Councillors to report issues. Any issues reported should be advised to the Clerk for logging.

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

There were no Police Officers in attendance however PCSO Siddall had provided a written report which had been distributed by the Clerk. Relevant issues within the Parish were the damage to the basketball equipment and drug related activities at the Playing Field. Patrols continued at the Playing Field and in the Wybunbury Road/A500 Bridge area with a reduction in ASB and zero tolerance to drug use. Speedwatch sessions had also been carried out.

60. Public Participation

There were no questions from members of the public.

61. Community Facility Improvement Survey

Copies of the results of the survey had been circulated by Councillor Salisbury. The following points were highlighted from the survey:

- Suggestions were often ambitious but not viable from the funding available.
- CCTV installation was often suggested for the Playing Field but investment in the correct standard of CCTV equipment and related protocols did not always provide solutions and was cost prohibitive.
- It was felt that the provision of activities/engagement with young people which would in turn assist in the reduction of ASB was important. It was felt that input from the Police to this concept would be valuable who may have specialist engagement officers to refer to.
- The Playing Field featured as a priority area regarding provision of picnic benches, coffee wagon.
- Potential to work with the local Social Club/pubs was also considered regarding Village tea and cake events and other social community events.

Councillor Salisbury suggested that there should be five small projects rather than one large one. It was agreed that the Clerk invite Police to a future meeting for advice regarding engagement with the young people in the Parish as a priority. The Chairman stated that Members would need to bring proposals to Council for consideration and to notify the Clerk of a proposal to be included within a future agenda.

62. Cheshire East Councillors covering Willaston Parish

Unfortunately, there were no ward Councillors in attendance, but it was agreed that a letter be sent to both Borough Councillors requesting a written report be sent to the Clerk if they were unable to attend a meeting. The Chairman conveyed advice given by ChALC in relation to receiving reports from Borough Councillors.

63. Report Of the Clerk of Willaston Parish Council ALLOTMENTS

As per item 262 at the April meeting of the Council, the Chairman and Vice-Chairman met with the tenant to discuss evidence of stabling of horses on the agricultural land at Huntsbank.

The tenant confirmed that he has erected the structure for this purpose but was subsequently informed that it would require a change of use and would fall outside permitted development and is now planning to use the land for crops.

Correspondence was received by the Clerk on 14th July from the tenant retrospectively seeking permission from the Council (as landlord) for stables to be erected for two horses but to also state that the stables will be removed by January 2023 as he was now aware a change of use planning application would be required for equine development. An email was received confirming this from the tenant and the first invoice for payment has been issued.

Further vacant plots are to be let strictly following the Council's protocol on vacancies. The letters to plots whose plot is uncultivated is not yet completed. Logging of the payments received from tenants is to be completed and any relevant reminder letters sent out

ACCESS TO DOCUMENTS

It is difficult with the limited amount of electronic and hard copy files held to complete some tasks efficiently. Easier access to both these items is requested. It was agreed that the Clerk ascertain the comparative cost of a small storage unit and arrange for any old electronic documents to be uploaded to the Cloud for easy access.

SPENDING UNDER FINANCIAL REGULATION 4.5

£145.96 (inc VAT) for temporary fencing to be erected around the damaged area of the Playing Field for health and safety reasons and to facilitate any potential repair.

WILLASTON IN BLOOM

The letters requesting sponsorship have been sent out.

FOI REQUEST

This has now been completed and requested financial information supplied.

PLAYGROUND INSPECTION

The contact for the RoSPA inspection has been identified to arrange inspection.

BANK MANDATE

Confirmation of acceptance of change to the bank mandate has been received and arrangements are now being made to access the accounts online.

64. The Queens Platinum Jubilee Committee

a. To receive a report on the work of the Committee

Councillor Cutts gave a final report on the work of the Committee and provided a copy of the final accounts indicating that the event had come in under budget and provided £406 of assets for the Parish.

b. To approve the minutes of the meeting held on 4th July 2022

RESOLVED: that the minutes of the meeting held on 4th July 2022 be approved and signed by the Chairman.

a. To consider the formal disbandment of the Committee

RESOLVED: that The Queen's Platinum Jubilee Committee is formally disbanded.

65. Willaston Events Committee

A report on the work of the Willaston Events Committee was presented by Councillor Cutts. The first meeting was held on 4th July. Councillor Anna Cutts was appointed as Chair and Councillor Wayne Salisbury as Vice-Chair. The Committee had proposed quarterly meetings and initially considered future activities of a Garden Party and Farmers Market but proposed a paper survey to ascertain further suggestions. The Jubilee Facebook page had now been renamed Willaston Events.

It was requested that the surplus amount of £194.91 from the QPJ budget be transferred as an initial budget to the Events Committee: This request to be included as a formal request for resolution at the next Council meeting in August.

66. Planning Applications

The following planning applications were considered:

22/0198N Erection of a detached House and ancillary works

35 Moorfields Rd, Willaston, CW5 6QY

Consultation Deadline: 4th August 2022

RESOLVED: Objections based on previous objections to be submitted to Cheshire East Council.

67. Playing Fields and Open Spaces

The Chairman gave a report on the fire which broke out around 17:00 on Friday 15th July on the boundary of the playing field and the railway. 3 fire appliances attended, and they tried to gain access onto the playing field but couldn't get through the gates. Fire officers were bending the gate posts to allow for appliance access and were about to cut the gate posts off, but they were then able to get through a resident's garden. The playing field was cleared of public by 17:45. A resident approached the Chairman with a photo of a girl who they observed starting the fire. This was shared with police at the scene who had also been approached by a further witness who appeared to have collaborated the same. Sadly, two properties were damaged by the fire as well as part of the pre-school garden and a significant area of the Playing Field. Fortunately, the fire was controlled but could have been much worse and fire officers said it could easily have engulfed the Church and Pre-school. The damaged area of the Playing Field was taped off later that evening. The following morning the Clerk and the Chairman went door to door to speak to residents affected to offer support. The clerk approved the purchase of a more substantial net barrier which was installed on 22nd July. This will remain in place to allow to allow the undertaking of any necessary works to make good the area. The fire service stated in their incident report that they believed it to be a deliberately caused fire and the Council understands that police investigations are ongoing. The Chairman will approach Cheshire Police for an update.

The Chairman distributed a flowchart which he had produced to explain the formal process of Byelaw enforcement based on research he had undertaken. The Byelaws for the Playing Field were made in 1972 under the Open Spaces Act and have been in force for 50 years. Breaches of byelaws are a criminal offence, and they have the same weight as primary legislation.

The Police and the CPS do not get directly involved in the process and the enforcement of a breach is much like a school attendance prosecution. Those found guilty of breaching a Byelaw in the Magistrates Court are subject to a level 2 fine and there may also be compensation ordered to the victim. It is the decision of the Clerk as Proper Officer on whether a breach or alleged breach is pursued. Councillor Ward thanked the Chairman for his work on this.

The Chairman stated that Love Parks Week is taking place 29th July – 5th August and that this year will be themed around the question “who loves your park more – kids or dogs?” Keep Britain Tidy are asking for councils to support Love Parks Week by signing up online and promoting on social media. Members were happy to support the initiative.

Further issues had been reported on drugs use on the Playing Field. Councillor Salisbury had found drugs bags on at least 5 occasions which had been reported to the Police. A conversation had taken place with a new resident of Cheerbrook Gardens, adjoining the field, who was keen to assist with options to deter the incidents, but one must be mindful that these incidents may deter potential residents.

There have been several plant thefts on Mike Heywood Green and the Wheel Beds.

68. Approval of The Internal Audit

The Internal Audit Report had been distributed and was a clean report with no internal control issues arising. The present position of the Risk Assessment had been noted and would be addressed prior to the 2022/23 Audit.

RESOLVED: to approve the Internal Audit Report for the year ending 31st March 2022.

69. Budgetary Control Review

A budget review three months to 30th June 2022 had been circulated. The Clerk acknowledged that figures calculated may need to be adjusted depending on the requirements of Council as the method of historical reports was unclear.

RESOLVED: In order to continue the format of the budget reviews the Clerk to meet with previous Clerk, obtain advice and represent to Council once amended.

70. Bank Reconciliation

Councillor Cutts reported that she had checked and verified the Bank Reconciliation as of 30th June 2022.

71. Authorisation of Payments

RESOLVED: It was resolved that the accounts totalling £1914,23 as detailed in the attached schedule be approved for payment.

72. To note the date of the next meeting

23rd August 2022

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

**WILLASTON PARISH COUNCIL
SCHEDULE OF ACCOUNTS
26th July 2022**

Details of Payment	£	£	Cheque No
Sue Togay - Clerk			
Salary 21 st June 29 th 22 to July 26 th 22		538.80	102866
Stationery - cartridges	29.95		
Stationery - Stamps	21.76		
Stationery – Plastic pockets/dividers	<u>5.00</u>	56.71	102867
Martin Langhorn – Salary for audit work May 2022		324.24	102868
HMRC		134.60	102869
St John’s Methodist Church Donation		100.00	102870
Chalc Training		25.00	102871
Cllr Craig Bailey		8.74	102872
Mike Webster – Grass Cutting July		155.00	102873
Water Bill 15 June to 14 July 2022		42.37	102874
Cllr Wayne Salisbury:			
Elite Ind Supplies- Hi Viz Vests	28.60		
Germany RETEVIS Tech – walkie talkies	60.99		
Germany RETEVIS Tech – walkie talkies	30.99		
Yikate Shenshen – Tally Counter	11.78		
Water Sprayer BIB use	37.50		
Pitchcare – basketball backboards	192.00		
Newitts & Co – Basketball net	20.95		
Premier Netting- cordon fence and pins ref Playing Field	<u>145.96</u>	528.77	102875
Total	Total	1914.23	

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