

Cuddington Parish Council

**Minutes of the Annual statutory meeting of the Council for the Parish of Cuddington
held on Monday 23rd May 2016 at the Village Hall,
Norley Road, Cuddington, at 7.30pm.**

PRESENT:— Cllr Nixon - Chairman, Cllr Chivers, Cllr Chrimes, Cllr Faulkner, Cllr Jones, Cllr Kerrigan, Cllr Lees and Cllr Shepherd.

Also present were: CWaC Cllr Fifield, CWaC Cllr Tonge, Mrs J Chrimes - Clerk to the Council, Mrs Claire Britton seven members of the public.

During public forum CWaC Cllr Tonge and CWaC Fifield advised members of matters affecting the village. A resident addressed the Council in relation to specific comments about Air Ambulances landing on Norley Road Field which were made at the Annual Assembly and printed in the Round Tower. The Chairman advised the meeting that the community has always acknowledged the vital role that the Air Ambulance plays in responding to local incidents and that correspondence received from the resident's involved will be tabled later in the meeting, and would also be passed on to the CSPPFA Ltd.

Members of the Village Plan Implementation Group carried out a presentation on a new village website that would be compatible with tablets and smart phones. It is anticipated that the set up costs may be approximately £500.00 with an annual running cost of approximately £100.00 and both Mr Smith and Mr Ruchat offered to maintain the website.

A resident attended the meeting to voice his concerns in relation to the poor state of a number of houses and gardens in the village.

The meeting commenced at 7.30pm.

1. **Election of Chairman. RESOLVED** That Cllr Nixon is elected Chairman for the year 2016-2017.
2. **Signing of Declaration of acceptance of office by the Chairman.** Cllr Nixon signed the acceptance of office declaration.
3. **Election of Vice Chairman.** Noted: the position of Vice Chairman for the year 2016-2017 remains vacant.
4. **Apologies.** Cllr Vincent and Cllr Brooks.
5. **Declaration of Interest.** There was none.
6. **Minutes.** Proposed by Cllr Shepherd and seconded by Cllr Kerrigan **RESOLVED** that the Chairman signs the minutes of the meeting held 18th April 2016 as a true and proper record.

7. Appointments of memberships for 2016-2017. RESOLVED, the following are annual committee and working group party appointments.

Finance & General Purposes Committee: Chairman, Vice Chairman, Cllr Faulkner and Cllr Lees.

Ravensclough and Flea Moss Pit Committee: Cllr Chivers, Cllr Chrimes, Cllr Kerrigan and Cllr Nixon.

Planning Committee: Chairman and Cllr Shepherd.

Cemetery Committee: Cllr Chrimes, Cllr Shepherd, Cllr Lees and 2 vacant positions.

PC Representatives of the Playing Fields Management Committee: Cllr Jones & Cllr Nixon.

Working Party Groups.

Neighbourhood Plan Group: Cllr Kerrigan.

Village Footpaths Group: Cllr Chivers, Cllr Shepherd, Cllr Vincent.

Strategic Issues & Sustainability Group: Cllr Kerrigan, Cllr Faulkner and 1 vacant position.

Traffic Group & Village Maintenance: Cllr Kerrigan, Cllr Chrimes, Cllr Nixon and 1 vacant position.

Village Plan Implementation Group: Cllr Faulkner, Cllr Shepherd, and 1 vacant position.

Noted: that in the absence of Cllr Brooks and Cllr Vincent the vacant positions of committees and working party groups shall be filled in at the next statutory meeting having not received any of their preferences prior to the annual meeting.

8. Matters arising. The clerk reported that collection service commenced from new post box situated on Weaverham Road on 16th May 2016, and Royal Mail are still looking into relocating the post box that was removed from DeFine Wines.

It was reported that the bus shelter on School Lane was removed due to it being vandalised.

9. Correspondence from local residents. Correspondence was received from a concerned resident in relation to comments made during the Annual Assembly about Air Ambulances using the playing fields to land. The Chairman advised the meeting that he had recently been to the ambulance depot to gain a clearer understanding on their emergency procedures and he advised the Council that the correspondence received would be passed on to the Trustees of the CSSPFA Ltd. It was noted that in the past the Parish Council have made donations to the Air Ambulance Service under LGA, s137.

10. Planning Applications.

APP Number	Location	Proposal	PC Comments
16/01520/FUL	Land Adjacent To The Lodge Cuddington Lane Cuddington Northwich	Erection of wooden field shelter with hay storage with hard core area for vehicle turning and parking of one horse trailer. Change of use from agricultural to equestrian.	No objection.
16/01834/FUL	Land Rear Of 594 To 600 Chester Road	Detached dwelling	Recommended refusal: In appropriate impact on surrounding properties and the access is inadequate and poor.
16/01588/FUL	2 Badgers Set Cuddington	Demolition of existing conservatory and erection of	Recommend refusal: Unneighbourly.

		replacement conservatory/garden room	
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b) Planning decisions and notices. Noted: An appeal to the secretary of state has been made against the decision of CWaC Council to refuse to grant planning permission for planning application 15/04351/FUL Watermill Cottage, Norley Road.
Application for grant of premises licences (with conditions) in respect of Delamere Manor, Cuddington Lane was received and noted.

11. Financial Matters.

- a) Barclays Bank.** The clerk reported that Barclays bank had now confirmed in a letter dated 19th April 2016 there was a problem with the telephone banking service and as a result the current account was in an overdrawn position from 24th March to the end of March. The Clerk has an appointment with the Business Manager at the Northwich Branch to remedy any potential problems in the future. Barclays bank apologised for the error and if any charges are due they will be refunded.
- b) Expenditure and Income Statements. RESOLVED** that the expenditure and income statements are accepted as a true record.
- c) Approve payments. RESOLVED** that payments listed on the finance document be accepted, and funds to cover payments authorised shall be transferred by telephone from the business saver account to the community account by the clerk.

		Total	
	BBF	£72,676.79	
Payments authorised:	Apr-16	£4,874.75	
		<u>£67,802.04</u>	
<u>Receipts</u>			
	CWaC Council Precept	£75,170.00	
	Land Rentals		
	Ravensclough Waste	£50.00	
	WVHT - Car Park		
	Donation	£4,000.00	
		£79,220.00	<u>£147,022.04</u>

Accounts

	Barclays Community Account	£8,650.89	
	Barclays Business Saver Account	£128,066.63	
	NS & Inv. Account 138 073 109	£11,775.70	£148,493.22

Payments authorised 23rd May 2016

Cq No:	To whom paid	Particulars of payment	Statutory Provision	Inv. No.	Amount
DD	NEST Pensions	Employer & Employee Contributions April	(LGA1972, s112)	11	£33.13

Bacs	Employee	Salary May 2016	(LGA1972, s112)	12	£1,831.26
Bacs	Employee	Reimbursement TP & Internet May 2016	(LGA1972, s111)	13	£35.00
102261	Prism Design and Print	Round Tower Newsletter May Issue	(LGA 1972,s142)	14	£176.00
102262	Graphish	Housing Survey Banner 6x2	(LGA1972, s145)	15	£75.00
102263	Sandiway Primary School	Room Hire Charges re: NHP	(LGA1972, s145)	16	£28.90
102264	Play Inspection & Maintenance Services	Remedial work at Boundary Lane Green Play Area	(PHA 1875 s,164)	17	£1,696.22
102265	Play Inspection & Maintenance Services	Operational inspection	(PHA 1875 s,164)	18	£36.00
102266	CSPPPFA Ltd	1st Instalment of Grant 2016/2017	(PHA1987 s 164; OSA 1906 ss 9&10)	19	£4,500.00
102267	Michael's Garden & Landscaping Services	Remove fly tipping from Weaverham Road Car Park	(PHA 1875 s,164)	20	£50.00
102268	Michael's Garden & Landscaping Services	Remove fly tipping from Weaverham Road Car Park	(PHA 1875 s,164)	21	£30.00
102269	Cllr GK Nixon	Chairman's Allowance	(LGA1972, s15.5)	22	£100.00
DD	NEST Pensions	Employer & Employee Contributions May	(LGA1972, s112)	23	£33.13
					£8624.64

d) Estimate for Village Maintenance Work. RESOLVED that the Council accepts the estimate for village maintenance work during the financial year 2016/2017 from Michael's Garden & Landscape Services.

e) Chairman Allowance. RESOLVED the Chairman's Allowance be set at £100 for the financial year 2016/2017.

Noted: On 18th May 2016 Cuddington Parish Council has completed a declaration with the Pensions Regulator under the Pensions Act 2008.

12. Kennel Wood Footpaths. Cllr Chivers reported on the current status of the proposed diversion of public footpaths Cuddington FP 12, Cuddington FP 13 and Cuddington FP 26 in Kennel Woods.

13. Village Plan Implementation Group. Following the presentation carried out by Mr Smith and Mr Ruchet during public forum, It was **RESOLVED** to create a Village website compatible with tablets and smart phones, costs of which may be approximately £500 set up with annual costings of £100.00.

14. **Annual Assembly.** Following a residents request it was **RESOLVED** to include the Asset Register in documents available during the Annual Assembly meeting.
15. **Written reports from other meetings.** **RESOLVED** that, the notes of PFA Management committee held on Tuesday 3rd May 2016, with all information contained therein, be received and noted. The Chairman reported on the meeting that took place on 17th May 2016 with United Utilities in relation to the revised Lower Weaver Project. The Chairman reported on a meeting with Trustees of the CSPPFA Ltd in relation to renewing a 21 year lease between CPC and CSPPFA Ltd. Mr Jamison advised the Chairman and the Clerk that they are in discussions with their solicitor, queries were raised as to who will be paying the legal costs relating to the renewal of the lease.
16. **Web Master.** The Clerk advised the Council of Mr Hampson's intentions to resign as webmaster of the village website. The Council agreed to acknowledge Mr Hampson's 16 years of service to the community. Following a discussion about the new website the Chairman agreed to contact Mr Hampson and ask if he could assist the Council by running the old website alongside the new one which should be up and running live by September. It was noted that a member of the public had contacted the Council to request that the font on the current website is changed to something more legible for users with sight problems, and a member of the public was having difficulty using the email links to the clerk and members of the Council. The Chairman advised the meeting that due to the current webmaster resigning, the clerk will liaise with Mr Smith and Mr Ruchat whilst they are creating a new website and requested the public bear with the Council during the transition period.
17. **Village Maintenance.** The clerk reported on current fly tipping issues at Weaverham Road car park, and also reported that the bins are not being emptied by Sandiway Primary School. It was **RESOLVED** that the clerk requests that CWaC street scene empty the bins on the car park and invoices the Parish Council who own the land.

Mere Lane Parking Scheme. The village maintenance working party advised the meeting on feedback that has been received from local resident's regarding the proposals for the Mere Lane Parking Scheme, this will be displayed at a number of various sites around the village.

Flea Moss Pit. Cllr Chivers reported that the committee will meet with Wright Marshall on Thursday 26th May to consider any informal bids made on Flea Moss Pit. It was noted that an extra ordinary meeting will be scheduled for the Council to formally consider any bids.

Allotments. Concerns were raised that an allotment group page was set up and the Council had no knowledge of this. Currently it is the Clerk on behalf of the Council who holds the waiting list for proposed allotments. It was noted that the council encourage and welcome volunteers to liaise with them. The planning department at CWaC advised the Parish Council that allotments will not be available until the completion of phase 3.

It was suggested that a meeting is scheduled with Taylor Wimpey and the Parish Council in order to receive an update on Phase 3 of the development.

Boundary Lane Green Play area. The operational inspection report for 28th April 2016 for Boundary Lane Green play area was received and noted, all matters listed for action are listed as very low in the current risk assessment.

18. Correspondence and any other business.

From	Date	Action/Venue/Information
The Royal British Legion	11 th September 11.30am at Gorstage Cemetery.	The laying of the memorial plaque and service for laying up and new standard dedication.
Mid Cheshire Rail Report.	Summer 2016	Circulate to members.

There being no further business the meeting closed at 10.20pm.

Date.....

Signed..... **Chairman**