

# ASHTON HAYES and HORTON-cum-PEEL PARISH COUNCIL MEETING

Monday 9<sup>th</sup> September 2019 at 7.15pm  
In the Parish Room, West End, Ashton Hayes.

## MINUTES

**Present:** Cllr J Colville  
Cllr B Craven  
Cllr I Dossett – Chairperson  
Cllr D Rounthwaite  
Cllr S Pilott  
Cllr J Lutton  
Cllr P Varey  
Cllr H Deynem – CWaC

**Clerk:** Trudy Ryall-Harvey  
Members of the public: 2

### APOLOGIES

Apologies were received from Cllr J Whitelock-Wainwright, Cllr R Kinsey and Cllr E Farrall.

### DECLARATION OF INTERESTS

Cllr Rounthwaite re A54 Junction and Cllr Colville re AHSRA.

### ACCEPTANCE OF MINUTES.

**RESOLVED 19/067** – the Chairman signed the minutes as a true and correct record of the meeting held on 8<sup>th</sup> July, 2019.

### ACTIONS SINCE LAST MEETING

The actions since the last meeting that had been completed were as follows:-

*Land Registry of Parish Rooms* – Cllr Colville has contacted Poole Alcock and the Records Office. She has received a response from the Records Office and is still waiting on a response from Poole Alcock's office.

#### *A54 Layby*

*Overnight Parking Restrictions* - Cllr Deynem had received a response from CWaC and there were no objections to the consultation about the introduction of overnight parking restrictions. CWaC are now progressing with their introduction.

*Grass Planting* – The area was recently cut back and looks tidy so it was agreed that this should be left now and reviewed again in the future.

*A54 Junction* - it was reported that the hatchings to reduce lane width and refuges has been carried out. The consultation to reduce the speed limit to 50mph had been carried out and some objections had been received, therefore, this would now go to the Chief Highways Officer for approval. If it was approved then the speed reduction and the refuge islands would be installed. CWaC reported that they had no immediate plans for traffic signals.

#### Completed actions

	<b>Action:</b>	<b>Undertaken by</b>
11-03-19	A54 Layby – Arrange grass seed planting	Cllr Varey
08-04-19	A54 Layby – consultation completed	Cllr Varey & Colville
03-05-19	Chase mandate change team for Cllr Lutton's update	Clerk
08-07-19	Whitegate Lane Footpath – overgrown	Clerk
08-07-19	Parking – Mouldsworth	Cllr Deynem

08-07-19	Parking – Mouldsworth & Ashton Lane	Clerk
08-07-19	Submit planning response for 19/02136/FUL & 19/012165/FUL	Clerk
08-07-19	Pay all approved invoices	Clerk
08-07-19	Organise Joint Chair meeting across Barrow, Ashton & Dunham Hill	Clerk
08-07-19	Review of 20mph around Ashton – get report from CWaC	Cllr Rounthwaite

## **PUBLIC PARTICIPATION**

*Hedge work on Millennium Pathway* – some of the hedge had been cut recently by Scottish Power, this was welcomed. However the ownership of the area and remaining hedge work needed remains to be resolved

*Hedge cutting* between village farm and April cottage – debris was left following the hedge cutting and not cleared away. It was agreed that an item be included in Around Ashton about consideration to other road and footpath users if you undertake maintenance of your property and it impacts on road or footpaths.

*Methodist Chapel* – it was noted that work had started on this building even though the latest planning application had not yet been approved, although a previous application had been approved. It was noted that a complaint had been received following a contractor blocking the footpath – report to Enforcement at CWaC.

*Whitegate Road* – flooding which took place earlier had been reported and cleared by CWaC, however following this the road continues to flood – it was requested that the drain soakaway to the drainage ditch be rodded by CWaC.

*Street Lights* – it was reported that No 1 street light was not working on the footpath link between Peel Crescent and Westend.

*Playing Field* – it was reported that a football match and a private picnic took place on the Playing Field at the weekend which resulted in cars parking on the footpath & road opposite the Playing Field. AHSRA are currently looking at parking options to increase parking spaces within the grounds to avoid this.

*Pentre Close* – It was reported that weeds and mud in gullies in Pentre Close had been reported to CWaC by Cllr Denyem. Following this it has been cleared and weed killer put down.

*Kelvin View* – The large drainage lagoon at the back of this site has been removed. The impacts of this needs to be monitored due to the potential flooding risk in the future.

## **CWAC**

### Local Plan (Part 2)

It was noted that the Local Plan had been adopted by CWaC in July and that there were key areas of this document that were relevant to this Parish Council. Cllr Dossett undertook to circulate a summary of this report.

### Neighbourhood Plan

It was reported that Ashton Hayes and Horton-cum-Peel Parish Council adopted their Neighbourhood Plan in June 2017 and it was due for review in June 2022. CWaC have now released information on the process for reviewing Neighbourhood Plans this was noted.

### Enforcement Policy Consultation

Following discussion, it was agreed that Cllr Varey draft a response to the consultation received from CWaC with regards to the Enforcement Policy for discussion at the next PC meeting. This affects dog fouling, speeding, littering and parking within the parish. The Parish Council saw their role in these areas more in line with reporting issues rather than enforcing issues within the Parish.

## **PLANNING**

The council noted the Planning Register as circulated at the meeting.

19/00133/ENT – it was requested that the Enforcement Team of CWaC be contacted due to a complaint with regards to contractors blocking the pavement that had been reported to the Parish Council.

19/03125/LBC – Parish Council asked the Clerk to submit their support of this application.

19/03017/FUL – Parish Council asked the Clerk to submit their support of this application.

19/03077/106 – Cllr Pilott to draft response to this application and circulate for approval to all Parish Councillors prior to response being submitted to CWaC.

## ACCOUNTS

Cashbook - **RESOLVED 19/068** that the Cashbook and Out-turn documents be approved.

**RESOLVED 19/069** that the forecasted figures for Millennium Footpath, Layby and Speed Reduction be released from this year's budget.

**RESOLVED 19/070** that bulbs be bought for planting around the village, Cllr Dossett undertook to approach CWaC.

**RESOLVED 19/071** – that the council accept the expenditure presented to the meeting as set out below:

To whom paid	Details	Amount
Clerks salary	Tax Point 5	£446.67
Clerks Expenses		£65.93
CWaC	Election Expenses	£181.00
AHSRA	Q2 Payment	£600.00
Clerks Salary	Tax Point 6	£412.31
HMRC	Q2	£118.00
Autela Payroll Service		£57.93
Office Furniture	4 x replacement tables for Parish Rooms	£196.80
Pop Telecom	Parish Rooms Internet Connection	£9.99

**RESOLVED 19/072** to approve the set-up of a monthly direct debit for £29.18 for the payment of the Parish Rooms Internet Connection for 12 months in the Parish Rooms.

It was reported that following the recent heavy rain the waste water from the Parish Rooms, that normally is carried away by a shared surface drain, had overflowed and flooded the next door neighbour. Following this she had installed a flood defence door and requested that the Parish Council contribute to this. **RESOLVED 19/073** to fund ½ the cost (£89.94) of the flood defence door.

**RESOLVED 19/074** to approve the additional hours worked by the Clerk of 2hrs in June, 5 hrs in July and 1.5hrs in August to be paid.

## PARISH ROOMS

**RESOLVED 19/075** that the Parish Council will support the Parish Rooms by funding the installation of the boiler, and new windows to the front of the building, together with the Internet Connection and new tables. This money would be taken from the Parish Council's reserves, as proposed at the time of the budget discussions.

## FINANCIAL REGULATIONS

**RESOLVED 19/076** that the Parish Council adopt the presented Financial Regulations following the amendments received by CHALC and Cllr Dossett's review. These would need reviewing again in May 2020.

## **TRAINING**

It was reported that the joint Code of Conduct Training that was scheduled for September was being rescheduled. The Clerk reported on training being advertised by CHALC entitled "Being a Good Councillor". The Parish Council requested guidance as to what the course covers and if there was a recommended schedule of training that Parish Councillors should undertake.

## **RISK ASSESSMENT**

The Risk Assessment for the Parish Council was brought to the meeting and areas of previous concern were highlighted with actions that had been carried out. **RESOLVED 19/077** to approve the Risk Assessment and review again in 6 months.

## **HIGHWAYS**

A54 Layby – see actions since last meeting for update.

A54 Ashton Hayes Junction Update – see actions since last meeting for update.

Speed Watch Update - Cllr Rounthwaite reported that the SID machine had been utilised on 5<sup>th</sup> August for 2 weeks. He had also received notification from CWaC of a consultation that is being undertaken in September to change certain areas in Ashton to 20mph. Concern was raised due to a report received from other Parish Councils and confirmed by Cllr Deynem that once areas have been approved for 20mph the police would not monitor and enforce. However, any steps to encourage the reduction of speed in Ashton Hayes were seen as positive by the Parish Council.

## **COMMUNITY PROJECT**

Millennium path scheme – no update

War Memorial – it was reported that the Parish Council had received confirmation that this was now Grade II listed.

Defibrillator – Cllr Colville confirmed that the Defibrillator should be being installed within the next 6 weeks.

Community Resilience Box - Cllr Colville, Cllr Dossett, Cllr Pilott & Cllr Farrall undertook to review this in the autumn – still to be undertaken.

Timebank – A representative from Timebank outlined the groups that currently utilised the Parish Rooms as being:-

Social Group – 16 members

Keeping History Alive – 8 members

Library – 20 members

Art Group – 8 members

French Group – 10 members

Textiles Group – 12 members

These were predominantly from Ashton and Mouldsworth with a small group of people from Kelsall and Tarvin.

The Parish Council requested that Timebank provide the Parish Council with an indication of an appropriate grant amount and the current cashflow of the charity.

## **GOLDEN LION**

Cllr Deynem reported that CWaC is currently preparing papers to go before a cabinet meeting. The next working group meeting is scheduled for 26<sup>th</sup> September 2019.

## **INFORMATION ARCHIVING -**

**RESOLVED 19/078** to work from the presented information archiving report and undertake the end of year archiving as outlined in the report now and then again at the end of the year.

**AHSRA**

Cllr Colville reported that AHSRA were holding their AGM on 11<sup>th</sup> September, the current Chair of the trustees had recently resigned and following the AGM a new board would be agreed and an initial meeting should take place immediately after. It was agreed that discussions around the current agreement between AHSRA and the Parish Council should wait until December 2019.

**AROUND ASHTON**

Cllr Colville reported deadline for submissions for the next Around Ashton was 9<sup>th</sup> September

Items for inclusion in the next newsletter following this meeting were:-

- Reminder to clear up mud on road and hedge cuttings – responsibility being the owner of the property not CWaC
- Dog Control Consultation – Outcome
- War Memorial – Cllr Craven to provide
- Bulb Planting – Cllr Dossett to provide
- Timebank
- Golden Lion
- A54 Update
- 20mph Consultation – Cllr Rounthwaite to provide.

**DATE OF NEXT MEETING**

It was reported that the date and time of next meeting was Monday 14<sup>th</sup> October, 2019 at 7.15pm in the Parish Rooms

**Part 2**

**CLERK**

A Job Description and Person Specification was reviewed and approved.

The Contract was reviewed and approved.

The Advertisement was approved and agreed that it would be advertised through CHALC, Local Authority, Around Ashton, on the Parish Council Website and Noticeboards. Closing date for applications was 30<sup>th</sup> September.

The meeting closed at 9.55pm

Signed:..... Dated:.....

## ASHTON HAYES and HORTON-cum-PEEL PARISH COUNCIL

	<b>Action:</b>	<b>Undertaken by</b>	<b>Status</b>
10-06-19	Get old lamp-post opposite chapel taken down	Cllr Deynem	On-going
14-05-19	Sign for Brines Brow	Cllr Deynem	On-going
13-05-19	Look to register as owners of the Parish Rooms with the land registry - meeting with JC/ JL & SP 16/06/19	Cllr Lutton/ Colville	On-going
08-04-19	Request CWaC to adopt the Millennium Footpath	Cllr Lutton	On-going
14-01-19	Website update – structure has been circulated and amended and website need populating now	Cllr Varey, Cllr Dossett, Clerk	On-going
14-05-19	Pond at Brines Brow – contact of Country Ranger or Forest Commission to be sought	Cllr Craven	On-going
08-07-19	Pay all approved invoices	Clerk	
08-07-19	Organise joint Code of Conduct Training	Clerk	Ongoing
08/07/19	Community Resilience Box Working Group	Cllr Colville, Dossett, Farrall & Pilott	
09-09-19	Methodist Chapel – report to enforcement complaint received regarding the blocking of footpath by contractors	Clerk	
09-09-19	Street lighting – Footpath between Westend and Peel Crescent	Clerk to report	
09-09-19	Draft response to the Enforcement Consultation and circulate to all PC	Cllr Varey	
09-09-19	Whitegate road – drains need rodding	Clerk to report	
09-09-19	Local Plan (Part 2) circulate summary to all PC	Cllr Dossett	
09-09-19	Submit planning applications comment to CWaC for 19/03125/LBC & 19/03017/FUL	Clerk	
09-09-19	Cost out bulbs for planting	Cllr Dossett	
09-09-19	Set up Direct Debit for Wifi to Parish Rooms	Clerk	
09-09-19	Organise the installation of the replacement boiler for Parish Rooms	Clerk	
09-09-19	19/03077/106 – draft a response and circulate for all PC	Cllr Pilott	
09-09-19	Organise SID machine again	Cllr Rounthwaite	
09-09-19	Advertise Clerk's position (closing date 31-09-19)	Cllr Colville	
08/07/19	Set-up War Memorial Working Group	Cllr Craven	
08/07/19	Energy Company Heads of Terms	Cllr Dossett	
	OCT MTG - AHSRA Representative from Parish Council FEB MTG - Review Risk Assessments MAY 20 MTG - Review Financial Regulations - Review Standing Orders		