

**MINUTES OF A MEETING OF WILLINGTON PARISH COUNCIL HELD AT WILLINGTON HALL
ON TUESDAY 26th MARCH 2024**

PRESENT:

Councillor Stuart Ingram
Councillor John Lindsay
Councillor Rob Merrick
Councillor A Nicholas (Chairman)

IN ATTENDANCE: R Winterbourne – Clerk to the Parish Council, one member of the public.

23/116 APOLOGIES: Councillor James Abbott, Borough Councillor Ted Lush, Borough Councillor Tom Cooper.

23/117 DECLARATIONS OF INTEREST, DISCLOSABLE PECUNIARY INTERESTS AND DISPENSATIONS

23/117.1 New Written Requests for Dispensations

There were no new requests.

23/117.2 Declarations of Interest

Members were invited to declare any Disclosable Pecuniary or other Interest in any item of business on the agenda and if necessary, leave the meeting prior to discussion of that item. None were declared.

23/118 OPEN FORUM

RESOLVED: that the Council meeting be adjourned for the Open Forum.

23/119 PARISH COUNCIL MEETING

RESOLVED: that the Council meeting be reconvened.

23/120 REPORT ON OPEN FORUM

Potential Willington Road (Willington Corner to the junction with Common Lane) speed limit changes were discussed.

23/121 MINUTES OF MEETINGS

Minutes of the meeting of the full Council held on 30th January 2024

RESOLVED: that the minutes of the meeting be signed by the Chairman as a correct record.

23/122 REPORT ON ACTIONS ARISING FROM THE MEETING ON 30th January 2024

23/122.1 Replacement of the Willington Corner phone box

Councillor Ingram provided an update. X2 Connect have confirmed that the box is ready for delivery. Scottish Power are preparing a quotation to disconnect and reconnect the direct (unmetered) mains feed to the existing box. This is required for the safe decommissioning of the current box and the installation of the refurbished box.

23/122.2 Full fibre broadband provision

Councillor Ingram provided an update. The contract for the provision of fibre services to this area is expected to be awarded in April.

23/122.3 CWaC Town & Parish Council Conference 6th March 2024

Councillor Nicholas provided a report on the event. The Clerk delivered a short presentation on our experience of gaining LCAS accreditation at the conference.

23/122.4 iTravel (bus) on demand

Councillor Ingram provided an update. Our request for inclusion in the scheme has been passed by CWaC to the provider (Stagecoach) for consideration.

23/122.5 VISION ICT web analytics

The Clerk provided an update. The new analytics reports should be available from 1st April 2024.

23/122.6 Ownership of the Green

Councillor Nicholas informed the Council that he discussed this further with Pam Bradley of CWaC at the Town & Parish Council Conference on 6th March 2024. There has been no progress.

23/123 PLANNING MATTERS

23/123.1 New Planning Applications – 24/00437/FUL Merle Bank, Rough Low, Delamere, Northwich CW6 0PG. Remodeling of the existing dwelling with front and side extensions, conversion of garage to habitable space, new detached garage, outbuilding studio and landscaping works.

RESOLVED: that the Clerk submit the Council's comments on the application by 5/4/24.

23/123.2 Previous Applications - the status of outstanding and of recently approved/refused applications was noted.

23/123.3 Notes - Receipt of issue 24/00040/EMCOU (extension of residential gardens at Manor Farm) has been acknowledged by CWaC Planning Enforcement.

23/124 INTERNAL AUDIT 2023-2024

RESOLVED: that the Council approve the application for exemption from external audit for 2023-24. And that the Chairman sign the exemption certificate as soon as possible.

RESOLVED: that the Council appoint JDH Business Services to undertake the internal audit for the year 2023-24.

23/125 INSURANCE REVIEW

RESOLVED: that the existing insurance cover meets the requirements of the Council.

23/126 STATEMENT ON INTERNAL CONTROL

RESOLVED: that the statement of internal control for 2023-24 be approved.

23/127 COMMUNITY COMMUNICATION

23/127.1 Re-establishing the Parish Council Facebook page - an update on the status of the Willington PC Facebook page, Willington Village Group and website changes was provided by Councillor Ingram. All are now live and in use.

23/127.2 May 2024 Newsletter – was discussed. Articles will include: phone box update, the Annual Village meeting, the Chairman's annual report, iTravel, fast-fibre update. It will be published over the weekend of 11/12 May.

23/128 COMMUNITY ENGAGEMENT

23/128.1 Events 2024 – the Events Working Group has met since the last Council meeting. The Clerk provided an update on progress.

23/128.2 Hi Vis Vests for Events

RESOLVED: that the Clerk purchase ten hi-vis vests for volunteers at events and working parties at a cost of circa £4.00 per vest.

23/128.3 Produce Exchange near the bus shelter – was discussed. The topic will be raised at the Annual Village meeting to gauge interest.

23/128.4 Gazebos for community events – the Clerk provided an update; the gazebos have yet to be purchased as no suitable place to store them has been found.

23/128.5 Carols Sheets – Councillor Nicholas provided an update; the next edition of the carol sheets will be available to purchase in September.

23/129 ROAD SAFETY

23/129.1 A 50/40 mph limit on Willington Road (Lilac Close to Oscroft) – was discussed.

RESOLVED: that the Clerk formerly ask Tarvin PC to request a 40 mph limit from Willington Corner down to the parish boundary or the junction with Common Lane.

23/129.2 Reduction of the speed limit on Willington Road to 30 mph – the action plan to improve compliance to new limit was reviewed; with the exception of the VAS loan, all actions are complete or in train. The Clerk will repost the 30 mph bin stickers on the PC Facebook page.

23/129.3 Traffic mirror on Willington Road at bottom of Boothsdale – was discussed.

RESOLVED: that no further action is required at the moment.

23/129.4 Provision of a grit bin on Waste Lane near to the Dial House – the Clerk provided an update. CWaC Highways have yet to complete a site survey despite a number of requests, The Clerk will ask Borough Councillor Tom Cooper for his assistance in this matter.

23/130 WILLINGTON ENVIRONMENT AND TASK FORCE

23/130.1 Verges on Chapel Lane – stones near the carriageway and damaged verges on Chapel Lane were discussed. The Clerk has had no response from CWaC Highways regarding the regulations on proximity of stones etc. to the carriageway. The Clerk will ask Borough Councillor Tom Cooper for his assistance in this matter.

23/130.2 'Old' Notice Board repairs - Councillor Ingram provided an update.

RESOLVED: that the requirement for a second Board is discussed at the Village Meeting in May.

23/130.3 Provision of a hard surface in front of the information board – was discussed.

RESOLVED: that the Clerk ask the task force if they can lay some slabs in front of the board.

23/130.4 Little Switzerland renovation – the Clerk provided an update: there has been no progress with the repairs to the steps nor the further inspection of the sandstone retaining wall.

23/131 2024-25 ACTION PLAN – was reviewed.

RESOLVED: that the 'project' activities in plan are discussed at the Village Meeting in May.

23/132 TRAINING AND DEVELOPMENT – the development plan was reviewed.

RESOLVED: that the development plan is fit for purpose.

23/133 SCHEDULE OF COUNCIL DOCUMENTS AND REGULATIONS

No documents required review at this meeting.

23/134 CLERK'S REPORT/CORRESPONDENCE

E-Mail Correspondence The following have been forwarded to Councillors via e-mail and are not shown on the agenda; listing these items provides Council with the opportunity to comment.

- a. Cheshire Association of Local Councils e-bulletins
- b. NALC bulletins
- c. Cheshire Police Tarvin and Kelsall Wards – Parish Council Newsletter
- d. Cheshire Police Alerts
- e. CWaC and other Consultations
- f. Neighbourhood Watch National Newsletter
- g. Police and Crime Commissioner bulletins.

23/135 BUDGET FOR FINANCE YEAR 2024-2025 – it was noted that CWaC have acknowledged our precept request of £6,589.

23/136 FINANCIAL MATTERS.

23/136.1 Payments between meetings.

RESOLVED: that the following payments that have been made since the Council meetings held on 21st November and 30th January 2024 be approved.

Payee	Supplier and Detail	£ Amount Paid
ChALC	Training (Finance for Cllrs)	£30.00
R Winterbourne	Clerk expenses for December 2023	£241.79
R Winterbourne	Clerk salary February 2024	£219.05
R Winterbourne	Clerk expenses for February 2024	£197.28
Vision ICT	Website editing training webinar	£30.00
Vision ICT	Website hosting 2024-25	£161.26
X2 Connect	Refurbished K6 Phone Box	£3638.00

23/136.2 Cheque Payments – the following payments were approved:

Payee	Detail	£ Amount Paid
R L Winterbourne	Clerk's salary for March 2024	£228.88
NMC D&P	February 2024 Newsletter printing	£32.00
Willington Hall	Meeting Room Hire 26.3.24	£30.00
HMRC	PAYE Jan, Feb & March 2024	£166.80

23/136.3 Direct Debits.

It was noted that the following payments have been made by DD:

- Sage One Payroll – February 2024. Paid 15th February 2024 - £9.60
- Sage One Payroll – March 2024. Paid 15th March 2024 - £9.60
- Information Commissioners Office Fees 2024-25. Paid 14th March - £35.00

23/136.4 Management Accounts

RESOLVED: that the accounts for FY 2023-24 to the end of February 2023 be approved.

23/136.5 Review of the cash book and bank statements.

Councillor Lindsay has reviewed the accounts and cashbook for January and February 2024; no issues were found.

23/136.6 Business Savings Account – update.

RESOLVED: that following further investigations into the costs, processes, and benefits of a Unity Trust deposit account, the Council's Savings account be kept with NatWest.

23/137 ANNUAL VILLAGE MEETING 2024 – agenda, timing and other arrangements were discussed.

RESOLVED: the following arrangements were agreed: the meeting begins @ 18:45 at Willington Hall, that teas and coffees are provided, that the 2024-25 action plan projects are discussed, that the Clerk ask a representative of the Beeston & Tarporley Station Re-Opening project to speak at the meeting, that the meeting is publicised across all channels.

23/138 ITEMS OF INTEREST FOR NEXT AGENDA – none noted.

DATE OF NEXT MEETING

The next meeting of Willington Parish Council is on Tuesday 21st May 2024 beginning at 19:30 or as soon as possible after that, following the Annual Village Meeting.

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Chairman's Signature Dated.....