

**MINUTES OF A MEETING OF MOULTON PARISH COUNCIL held at MOULTON VILLAGE HALL (Main Room) on MONDAY 14 APRIL 2014 at 7.45pm.**

<b>PRESENT</b>	
<b>Councillors</b>	Cllrs. Rigby (Chairman), Aston (Vice Chairman), Bowie, Burgess, Harris, Hough, Vernon, Watkinson and Wood.
<b>Other Attendees</b>	Parish Clerk. 2 Members of the Public (names recorded).

Prior to the commencement of the Meeting a minutes silence was observed in remembrance of former Parish Councillor Carl Turner who passed away on 4 April 2014.

<b>1</b>	<p><b>To receive Apologies (and record reasons for absence) and to note any Declarations of Interest</b>  <b>Resolved:</b> to accept Apologies from CWAC Cllrs. Watson, Weltman and Sinar. PCSO Kevin McShane.</p> <p>Cllr. Rigby Declared an Interest in Planning Application 14/01374/FUL (personal acquaintance of the Applicant).</p>
<b>2</b>	<p><b>Public Participation</b>            Jim Clark and Margaret Newton both made reference to the recent presentation by Richborough Estates in Davenham, outlining their proposed 70 dwelling development off Fountain Lane. Cllr. Rigby confirmed that the Parish Council was aware of the proposals and acknowledged many of the residents concerns. As and when a Planning Application is submitted the Parish Council will respond in the usual manner.</p>
<b>3</b>	<p><b>To receive the PCSOs Report</b>            The Parish Clerk gave a summary of the PCSO's Monthly Report for March 2014. 69 incidents were recorded, including the theft of Milk from the Co-Op; theft of Car Number Plates from Regent Street; theft of a Lamb from Bank Farm; neighbour dispute on Weaver Road. PCSO McShane is seeking to visit as many local groups as possible to introduce himself. A copy of the full Report is held on file.</p>
<b>4</b>	<p><b>To agree the Minutes of the Meeting held on Monday 10 March 2014 for signature as a true record.</b>  <b>Resolved:</b> that the Minutes of the meeting held on 10 March 2014 be agreed and signed as a true record.</p>
<b>5</b>	<p><b>To receive the Parish Clerk's Report</b></p> <ul style="list-style-type: none"> <li>• 100 word bio-pics were again requested from those Councillors who have yet to provide one. The new Web Site, earmarked for later this month, cannot go on-line until such information is to hand.</li> <li>• Work has now been completed on the new low level fence bordering Hillside Lane and RB4, with completion expected this week (see additional comments under Agenda Item 10).</li> <li>• Only 4 Garage Plot Rent Payments remain outstanding. Letters are to be sent to the 4 residents in question, seeking full payment by 31 May 2014. Legal Action may follow if payment is not received.</li> <li>• The Parish Clerk met with the new PCSO on 8 April 2014. Primary issues covered were parking on Main Road (specifically around School opening and closing times); inconsiderate parking elsewhere in the village; drugs use around the Playing Field; dog fouling; fly-tipping/litter. The PCSO will keep in close contact with the Parish Clerk on these issues and any others that may arise.</li> <li>• Arrangements have been made for the Defibrillator to be delivered to the Co-Op Store on Whitlow Lane on 15 April 2014. A Training Session for Volunteer Operators is to be arranged in the near future.</li> </ul>

6	<p><b>Planning</b></p> <p><u>i. to note comments made by the Planning Committee on recent Applications</u>  14/00910/FUL – 1 Verdin Close – Single storey side extension. No objections.  14/01144/FUL – 35 Main Road – Two storey side extension. No objections.  14/01374/FUL – Land at rear of 14 Whitlow Lane. Still being reviewed by Members of the Planning Committee.</p> <p><u>ii. to note Planning Application Responses from Cheshire West and Chester Council</u>  None.</p> <p><u>iii. to note Planning Applications advised but not yet received</u>  None.</p> <p><u>iv. to discuss Neighbourhood Plan related matters</u>  CWAC's Spatial Planning Team have undertaken a review of the first Full Draft and suggested some revisions. These are currently being taken forward. Once completed a further review will be sought from CWAC, prior to circulating the Document to all households as part of the Consultation Process.</p> <p><u>v. to discuss the Application by HOW Planning relating to land at Jack Lane (14/00499/OUT)</u>  HOW resubmitted various aspects of the Application – little deviation from the original request. The PC made no further comments. The Application is scheduled to be reviewed by the Spatial Planning Committee on 17 April 2014. Cllr. Bowie will speak at the Meeting outlining the Parish Councils' objections.</p> <p><u>vi. to discuss any other Planning Related Issues arising</u>  None.</p>
7	<p><b>Administrative and Community Matters</b></p> <p><u>i. to discuss taking over the Management of the MoultonVilage Web Site</u>  The Parish Clerk has agreed to pay Andrew Ross in respect of Annual Fees covering Domain Address and Host Services. The intention remains to run the site as a link to the newly revamped Parish Council Web Site. It was agreed task Moulton Events Committee if it would consider taking over the day to day management of the site.</p> <p><u>iii. to discuss the storage of items currently held at Moulton Village Hall</u>  The Parish Clerk advised that CHAMP is seeking removal of all items owned by the Parish Council from the building – this includes 3 cabinets and various items of paperwork. It was agreed to approach Moulton Events Committee to enquire whether they have sufficient spare space available within their own storage unit.</p> <p><u>iii. to discuss Legal Issues relating to the proposed Lease over Weaver Road Playing Fields</u>  The Parish Clerk reported that the Draft Lease proposed by CWAC is for 30 years and includes a clause stating that no structures, of any type, may be erected on the site. The original verbal agreement was for a rolling 1 year lease, with CWAC aware of the Parish Councils' desire to possibly set up a lean to/shelter. Dixon Rigby Keogh has been approached to act on behalf of the PC to liaise with CWAC Property. However, before proceeding they have asked for an up front fee of £750 to cover any work undertaken, including Searches. Feeling that this quote was high, it was agreed to approach another local Firm of Solicitors to obtain a quote.  <b>Resolved:</b> to authorise the Parish Clerk to sanction payment of up to £500 to cover any appropriate Legal Fees.</p> <p><u>iv. to discuss the Community Governance Review for Moulton Parish</u>  It was not felt that any changes to the Parish Boundary are necessary. Cllr. Rigby raised the issue of the number of Members on the Parish Council, suggesting that a smaller number may be more practical. It was agreed that Individual Members would give this matter consideration before further discussions at the May Parish Council Meeting.</p> <p><u>v. to confirm arrangements for, and format of, the Annual Parish Meeting (APM) on Friday 2 May 2014</u>  The Parish Clerk confirmed that Rt. Hon. Stephen O'Brien, MP for Eddisbury, has agreed to speak at the APM and answer questions from those present. The Meeting will start at 7pm. The Agenda will also include the Chairman's Annual Report and a Public Open Session. The Event will be extensively publicised across all forms of media – Web Site; Notice Boards; Local Newspapers.</p> <p><u>vi. to receive a Report on the CWAC Local Councils Assembly held on 26 March 2014</u>  Cllrs. Aston and Bowie gave a brief outline of the topics discussed – the need for budget savings; the availability of s.106/new homes monies to cover budget shortfalls; new homes bonuses being available to Town/Parish Councils to cover election costs and other items of expenditure; Locality</p>

Team activities.  
vii. to discuss Agenda Items for a future Joint Parish Council Meeting  
 This is likely to take place, in Moulton, during the first week of June (either 3<sup>rd</sup> or 4<sup>th</sup>) Agenda Items to include Planning/Neighbourhood Plan Issues, Community Governance Matters, plus any other topics suggested by Davenham and Bostock Parish Councils. The Parish Clerk will compile the Agenda and liaise with the other two Parish Clerks as appropriate.

**8 To consider Correspondence received since the last Meeting**

Cheshire West and Chester Council	Various	Members Briefings ( <i>e-mailed on receipt</i> )	To note
	18 Mar	Local Councils Bulletins ( <i>e-mailed on receipt</i> )	To note
	29 Mar	Moulton Impact Day Report	To discuss - Noted
	1 Apr	Cleansing Services (Playing Field) 2014/15	To discuss - Noted
Cheshire Police	Various	Weekly Newsletters ( <i>e-mailed on receipt</i> )	To note
Vale Royal Disability Service	Various	Newsletters ( <i>e-mailed on receipt</i> )	To note
Cheshire Community Development Trust	Various	E-mails re 2014 Play Schemes	To discuss - Noted
VREN	Various	Newsletters ( <i>e-mailed on receipt</i> )	To note
Guardian Newspaper	21 Mar	E-mail regarding new Local News Sections	To discuss - Noted
Chester Chronicle	27 Mar	E-mail regarding Local News Sections	To discuss - Noted
Northwich Vics U-9 Soccer Team	20 Mar	Request to use Playing Field for Training and Matches	Referred to MCPFT
Moulton Events Committee	6 Apr	Request to use Playing Field for Crow Fair and Big Gig on 12 July 2014	Referred to MCPFT
ChALC	8 Apr	Notice of Police and Crime Plan 2014-16 Publication ( <i>e-mailed on receipt</i> )	To note
	14 Apr	Newsletter dated April 2014 ( <i>e-mailed on receipt</i> )	To note

**9 To authorise Accounts for Payment and note Income Received**

**Resolved:** to authorise the following Payments and to note Income Received.

**Payments:**

P Sanders	Salary April – Clerk	692.38
HMRC	PAYE + NI for PS April 2014	87.49
Andrew Ross	Recompense – Moulton Village Web Site Domain and Server Fees	52.76
Cheshire County Playing Fields Assoc	Membership Fee	20.00

	P Sanders	Expenses	18.00
	GJ Steele	Inspections and Litter Picks – March 2014	187.50
	ChALC	Subscriptions	544.50
	VRDS	IT Training at Moulton School – Jan to Mar 2014	500.00
	CWAC	Cleansing Services – Jan to Mar 2014	255.00
	Northwich Town Council	Tree and Branch Clean Up – Wilson Dr and Regent St	56.40
	PIAMS	Playground Inspection - March	36.00
	ChALC	Planning Seminar Fee	20.00
	<b>Income Received:</b>		
	Bank Interest		2.09
	MCPFT Repayment		3800.00
<b>10</b>	<p><b>To receive Reports from Councillors and the Parish Clerk</b></p> <ul style="list-style-type: none"> <li>• Cllr. Harris confirmed that he attended the ChALC/CPRE Planning Seminar at Middlewich on Friday 11 April. Notes of the Meeting, which was considered informative, will be forwarded on to the Parish Clerk for subsequent general circulation.</li> <li>• Cllr. Wood suggested that the Parish Council should be represented at the forthcoming Local Plan Hearing (17 June to 4 July 2014). He will forward on papers held to Cllr. Rigby.</li> <li>• Cllr. Aston spoke highly of the Adventure Group Event on 3 April 2014. The Event was well attended and professionally managed.</li> <li>• Cllr. Hough commented that 3 Street Lamps are currently out of order on the Playing Field Path.</li> <li>• Cllr. Burgess commented that there is still a (full) trailer located on spare ground within the Regent Street Garages Area. He will make enquiries of the owner as to whether the unit can be removed.</li> <li>• Cllr. Burgess advised that he has spoken with Veolia regarding rumours that the Main Mine Shaft is to be transferred to Bostock. Veolia have confirmed that this is not the case.</li> <li>• Cllr. Bowie commented that the new low level fencing between Hillside Lane and RB4 is a major improvement. However, one small section of the old fencing is still standing. The Parish Clerk will seek clarification as to why this section was not removed.</li> <li>• Cllr. Vernon suggested that the RBL Branch may like to consider placing a WW1 Centenary Flower Pot/Display in the vicinity of the War Memorial, to perhaps be unveiled on Remembrance Sunday. Cllr. Hough will discuss the idea with the RBL Branch Committee and report back.</li> <li>• Cllr. Hough advised that the RBL Branch Committee, in conjunction with St Stephens Church, is looking to arrange a WW1 Centenary Service/Memorial Visit on 3 August 2014. It was agreed that the Parish Council would support the Event.</li> <li>• Cllr. Wood asked that ChALC be asked for an update on the progress of the Planning Charter agreed at the last AGM in 2013.</li> <li>• Cllr. Burgess asked that the PCSO be advised of a vehicle that has been parked on the Playing Field Car Park for several days. The vehicle has no current Tax Disk.</li> </ul>		
<b>11</b>	<p><b>To note that the next Meeting of the Council will be held on Monday 12 May 2014 at 7.45pm – Moulton Village Hall (Main Room) – commencing with a 15 minute Public Participation Session. The AGM will precede this Meeting.</b></p> <p>Noted.</p>		

There being no further business this section of the Meeting closed at 9.41pm.

**PART B – Confidential Items (Public and Press excluded)**

12	<p><b>Parish Council Vacancies</b></p> <p>Cllrs. Rigby and Aston, along with the Parish Clerk, met with the Applicant on 1 April 2014. The recommendation is to offer the Applicant a Co-Opted position on the Parish Council.</p> <p><b>Resolution: to</b> formally offer the position to the Applicant.</p>
13	<p><b>Personnel Matters</b></p> <p>Cllr. Rigby outlined a proposed Appraisal Process for the Parish Clerk.</p> <p><b>Resolution: to</b> confirm the proposal.</p>

There being no further business the Meeting was closed at 9.54pm