

**MINUTES OF A VIRTUAL MEETING OF WISTASTON PARISH COUNCIL
HELD VIA THE ZOOM PLATFORM ON THURSDAY 29TH OCTOBER 2020 AT 7.30 P.M.**

Present: Cllr. J. Moore (Chairman)

Cllrs. T. Kilkenny, D. Lucas, D. Millington. R. Moore, J. Revell, G. Roberts, Mrs. V. Smith & R. Squirrell.

In Attendance: Mrs. A. Cross (Clerk) & 2 Residents.

127 APOLOGIES

Cllr. J. Scott.

128 MINUTES

RESOLVED: That the minutes of the meeting held on 17th September 2020, be approved and signed by the Chairman as a true record.

129 DECLARATIONS OF INTERESTS

No declarations of interest were made in respect of any items on the Agenda.

130 PLANNING MATTERS

(i) Planning views provided following consultation with the Planning Subcommittee during recess due to the Coronavirus (Covid-19) Pandemic

The following items were **RESOLVED:**

20/3251N Siting of welfare unit portacabin. This will provide facilities for Allotment tenants for meetings, community use, youth and special needs projects, also storage. Supporting the active allotments tenants. Allotments being a statutory CEC service – Wistaston Green Allotment Site.
20/3937N Construction of two storey left hand side extension – 26 Wistaston Green Rd.
20/4108N Garage conversion and extension over garage – 3 Marlborough Cl.
NO OBJECTIONS be made on the above 3 planning applications.

(ii) The following planning DECISIONS have been notified from Cheshire East Council

20/1364N Proposed conversion and change of use of disused outbuilding on land adjacent to the Grange - Wistaston Hall, 89 Broughton Lane	PERMIT
20/2951N Two storey ext. to rear of dwelling – 64 Millrace Drive.	PERMIT
20/3116N Minor modification to plot 1 and the re-design of plot 2 to accommodate private gated entrances, courtyards and a clear ownership boundary to approved application 19/52821n – Land to rear of 22 Westfield Drive	WITHDRAWN

131 PUBLIC PARTICIPATION / POLICE MATTERS / CHESHIRE EAST COUNCILLORS

Diane Houston introduced herself to Members of the Council. Her application for Co-option onto Wistaston Parish Council will be discussed later in the Agenda.

A resident apologised for some of the words he used at the September Council meeting, which he should not have said. He stated he has emailed the Chairman requesting a further issue be discussed during the exclusion of press and public section on the Agenda, which the Chairman agreed to do.

132 CHAIRMAN'S REPORT

The Council considered the Chairman's Report.

(i) Resident concerns

- a) The Chairman has relayed the antisocial behaviour issues in the field behind the Brittles to the local Police Constable and PCSO. Cllr. Kilkenny Chairman of WSLA reported he had spoken to the Farmers daughter that afternoon and everything has gone quiet, she has no concerns at present.
- b) In conjunction with the Vice Chairman a reply has been sent to a resident regarding the formal complaint letter received on 26th September 2020.

(ii) Park Ranger

Mr. Peter Baskerville has been appointed as Park Ranger for Wistaston Parish Council, commencing 5th October 2020. All the tools and equipment have been transferred. In conjunction with the Conservation Group project leader a joint programme is planned to address outstanding work.

(iii) Speedwatch

The Speedwatch Co-ordinator has requested approval to restart their activities. This has been agreed together with an offer to support any requirement for PPE.

(iv) Council Projects

At the October 2019 Council meeting, approval was given for Cheshire East Council to install a light at the Children's Playground plus a socket and post for the Speed Indicator Device (SID) in Broughton Lane, at a cost of £3,080+VAT. The SID would also require a Solar panel in the sum of £650. Details regarding the specification has only recently been received, therefore the funding of £3,730 was not spent and went into balances. Cheshire East Council have now agreed to install 2 sockets and 2 posts in Broughton Lane, to enable the SID unit to be moved between the 2 locations along with the light at the Children's playground at a cost of £1908.21+VAT. The solar panel would cost £650 +VAT from Morelock Signs the original supplier. Installation of the SID would cost £200+VAT, Total cost 2758.21 +VAT which is £971.79 less than the original cost.

RESOLVED: That

1. An order be placed with Cheshire East Council for 2 sockets and 2 posts to be installed in Broughton Lane for the installation of the Speed Indicator Device and a light at the children's playground at Joey the Swan at a cost of £1908.21+VAT.
2. The Council's Speed Indicator Device be returned to Morelock Signs to have a solar panel added at a cost of £650+VAT.

(Funded from Line 23a SID and Playground Light, from balances with £1,000 transferred from Provisions Children's Playground Light).

The Chairman's Report was accepted by Council.

133 CLERK'S REPORT

The Clerk's report was considered by Council.

(i) Budget Working Group

- a) The Budget timetable for setting the 2021/22 Precept as below was **APPROVED**
17/12/20 Finance Committee Meeting to consider the report from the Budget Working Group and to recommend to Council a provisional Budget for 2021/22 and an indication of likely Precept requirements.
17/12/20 Council Meeting to determine the provisional Budget for 2021/22.
16/01/20 Finance Committee Meeting to reconsider draft Budget in the light of any comments received from residents / organisations.
21/01/21 Council Meeting to determine Budget for 2021/22 and the Council's Precept requirement.
- b) The establishing of a Budget Working Group.
- c) For the 2021/22 Precept the Budget Working Group comprise of the Chairman, Vice Chairman, Chairman of Finance, Cllr. Lucas and Cllr. Squirrell.

(ii) Applications for Financial Assistance

All applications for financial assistance will be considered by the Budget Working Group.

(iii) Alleyway Resurface from Broughton Lane to Woodside Lane

Members were notified of a resident complaint regarding the dangerous condition of the alleyway leading from Broughton Lane to Woodside Lane. This has been reported to Cheshire East Council Highways Department on 2nd September 2020, requesting the whole path be resurfaced as a matter of urgency. No response has been received to date.

(iv) Overgrown Weeds

Members received a copy email from a resident raising concern regarding overgrown weeds.

RESOLVED: That the resident be informed to report the issue on Cheshire East Council's website, to contact Laura Crane the Portfolio Holder for Highways and Street Cleansing plus Cheshire East Councillor's Mrs. Simon and Mrs. Weatherill.

(v) Well Managed Highway Infrastructure Winter Service Streamlined Consultation

Members received a copy letter from Cheshire East Council regarding Well Managed Highway Infrastructure Winter Service Further Streamlined Consultation. There are no roads in Wistaston being taken off the winter gritting routes.

(vi) Remembrance Day – Sunday 8th November 2020**a) Remembrance Services**

The Chairman will lay a wreath at St. Mary's Church Cenotaph on 7th November 2020, this will be included in an act of dedication at the Church Service on 8th November 2020.

Wistaston Memorial Hall have organised that Revd. Turnbull will broadcast a virtual service of remembrance on the afternoon of 8th November 2020.

Cllr. Squirrell reported that Crewe Town Council are requesting wreaths be taken to their office to be laid on our behalf.

b) Donation to Royal British Legion

The Council **ENDORSED** the donation of £350 being paid to the Royal British Legion (Funded from line 20 – Contribution to Royal British Legion S.137 Payment).

(vii) PPE For Council Meetings

The Council **ENDORSED** the purchase of PPE for use at Council meetings at a total cost of £60.64+VAT (Funded from Line 17 – Administration / Room Hire)

(viii) Wistaston Parish Council Employees**a) Park Ranger**

Two applications were received for the post of Park Ranger. Interviews were conducted on 29th September 2020 by Cllr. Lucas, Cllr. Millington and the Clerk.

The Council **ENDORSED** the appointment Mr. Peter Baskerville as Park Ranger with effect from 5th October 2020 and the cost of a Disclosure and Barring Service Check in the sum of £32.60 (Funded from Line 17 – Admin / Room Hire)

b) Clerk to the Council

Members **APPROVED** the salary scale for the post of Clerk to the Council to be advertised at LC2 SCP18 £12.98 per hour rising 1 SCP each year for 5 years to SCP 23 £14.42 per hour. The post be advertised on Wistaston Parish Council's website, the notice boards, through Cheshire Association of Local Council's and Wistaston Facebook Page.

(ix) Cheshire East Council Local Plan Second Part

Members were notified of Cheshire East Council's second part of the Local Plan, the Site Allocations and Development Policies Document (SADPD). All Town and Parish Councils will be invited to make representations about the revised SADPD in due course.

The Clerks Report was accepted by Council.

134 CO-OPTION OF CASUAL VACANCY

RESOLVED: That the Co-option of Diane Houston be **APPROVED**

135 FINANCE**(i) Receipts and Payment Statement and Schedule of Accounts**

RESOLVED: That the Receipts and Payment Statement be accepted and the Schedule of Accounts for payment October 2020, as per attached totalling £11,885.62 be approved.

(ii) Audited Annual Governance and Accountability Return

A copy of the Audited Annual Governance and Accountability Return for the year ended 31st March 2020 from PKF Littlejohn LLP was received by Council. This was a clean report. The notice of conclusion of audit and right to inspect the Annual Return has been completed and displayed on the Council's notice boards and website for a period of 14 days.

RESOLVED: That the Audited Annual Governance and Accountability Return be approved and accepted by Wistaston Parish Council.

136 REPORTS FROM OTHER BODIES**(i) Generic Email Addresses for Councillors and the Clerk Report from Cllr. Squirrell**

The report from Cllr. Squirrell setting out generic email addresses for Councillors and the Clerk was received with thanks by the Council. These will take the form of cldr.firstname.lastname@wistastonparishcouncil.org.uk This was welcomed by the Council and Cllr. Squirrell agreed to make the amendments on the website.

(ii) WSLA Verbal Report

Cllr. Kilkenny Chairman of WSLA stated they are open and breaking even, taking some bookings at a slight loss as it is important to the community. They received a grant in the sum of £10,000 to cover loss in revenue due to Covid-19. The broken signs have been replaced regarding parking. The resident who was requested to telephone Cllr. Kilkenny regarding parking issues did not respond, this has gone quiet at present and will be monitored.

137 ENVIRONMENTAL REPORT

The Environmental Report from Cllrs. Kilkenny and Lucas was received by Council.

138 EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That the Press Public be excluded during consideration of Item 13 on the Agenda. Pursuant of Section 100a(4) of the Local Government Act 1972 on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 7 of part 1 of Schedule 12A of the Act.

139 REPORT BY CLLR. MOORE CHAIRMAN

The Chairman explained that following the formal complaint regarding the Clerk from a resident, he and the Vice Chairman Cllr. Millington, checked all the points made in the complaint. The Clerk provided evidence to prove that no standing orders had been broken. The Chairman sent a four page letter to the resident responding to each point made and he read out his conclusion that the resident had not demonstrated accurate, factual information to justify the complaint on the Clerk's conduct, it was therefore rejected. He recommended the resident retract the complaint and issue an apology to the Chairman for the Clerk. An apology was received via email from the resident who also attended the Council meeting this evening to apologise in person.

The resident has requested the Chairman inform Members that the Clerk has made accusations against him. The Chairman explained that the Clerk was upset by the behaviour from the resident towards her that she personally reported his conduct to the Police and his employer. However, this is personal between the Clerk and the resident and is nothing to do with Wistaston Parish Council.

It was agreed that the apology be accepted and the matter is now closed.

The meeting closed at 8.17 p.m.