

# Mollington Parish Council

**Minutes of the Annual Meeting of the Parish Council** held on Tuesday 21 May 2019 at Mollington, Backford & District Village Hall

**Present:** Councillors Roger Jones (in the Chair), Sally Atkin, Brian Crowe, John Fielding, Christine Jones, Mike Jones and Angus MacSween

**In Attendance:** Pauline English (Parish Clerk) and one member of the public.

Councillor Mike Jones, Vice-Chairman, in the Chair

## **19.35 DECLARATION OF ACCEPTANCE OF OFFICE OF COUNCILLOR**

All Councillors signed a declaration accepting the office of Councillor.

## **19.36 ELECTION OF CHAIRMAN**

Councillor Mike Jones was proposed by Councillor Crowe and seconded by Councillor MacSween. Councillor Roger Jones was proposed by Councillor Atkin and seconded by Councillor Fielding. When put to the vote Councillor Roger Jones received four votes and Councillor Mike Jones received three votes and Councillor Roger Jones was duly elected Chairman of the Parish Council for the year 2019-2020.

Councillor Roger Jones in the Chair

## **19.37 APPOINTMENT OF VICE-CHAIRMAN**

Councillor Sally Atkin was proposed by Councillor Brian Crowe and seconded by Councillor Christine Jones. There being no further nominations, Councillor Atkin was appointed Vice-Chairman of the Parish Council for the year 2019-20

## **19.38 APOLOGIES FOR ABSENCE**

None

## **19.39 DECLARATIONS OF INTEREST**

Councillors John Fielding and Mike Jones declared an interest in matters relating to the Village Hall as they were both Trustees. Councillor Fielding also declared an interest in Planning application ref. 19/01260/LDC as he was the architect for the site.

## **19.40 PUBLIC SPEAKING TIME**

Christopher Jones updated the Parish Council on broadband issues. He told the Parish Council that Connecting Cheshire had no current projects in the area and Virgin Media had no intention of returning to Mollington this year. B4RN (Broadband for the Rural North) were concentrating on signing up business owners along the proposed cable route. There had been 150 positive responses out of 242 of the 744 questionnaires returned. A further 200 were needed to enable the project to start. If the project did go ahead it would guarantee broadband speeds of 1000mb. Installation would cost £150 and there would be a monthly charge of £30. If B4RN was established in Mollington it was unlikely that Virgin would return to the area. Cheshire B4RN was currently working in the Capenhurst area and once installation there was complete, a connection could be taken from the cabinet at Chester Gates. Planning permission would be required for the installation of the cabinets.

Councillor Fielding questioned why the Parish Council were not pursuing Virgin Media in an attempt to bring forward their delivery programme.

It was RESOLVED that Christopher Jones be asked to supply a plan showing the poorest areas of broadband connectivity and offering advice on the best means of connection available at present in those areas.

## **19.41 MINUTES**

It was RESOLVED that the Minutes of the meeting of the Parish Council held on 26 April 2019 be approved as a correct record.

## **19.42 CODE OF CONDUCT**

Councillors each signed a declaration of acceptance of the Code of Conduct.

## **19.43 ANNUAL GOVERNANCE STATEMENT**

It was RESOLVED that consideration of the Annual Governance Statement should be deferred to the next meeting of the Parish Council, following the internal audit which was scheduled to take place on 3 June.

#### **19.44 ANNUAL ACCOUNTING STATEMENT**

The Annual Accounting Statement for the year 2018-19 was noted and would be signed at the next meeting following completion of the internal audit.

#### **19.45 REPRESENTATIVES ON OUTSIDE BODIES**

It was reported that the Parish Council was entitled to representation on the following bodies and it was agreed as follows:

- Backford Charities – 2 representatives – Councillors Crowe and MacSween
- War Memorial Trust - this was supposed to have been shared with Backford on a rotational basis but Mollington had never supplied a representative. Councillor Roger Jones would speak to Carl Stagg, who was one of the Trustees, about this.
- Village Hall Committee – 1 representative – Councillor Mike Jones

Representation on Working Groups was discussed, and it was agreed that:

- Councillor Christine Jones should be the Parish Council's representative on the Working Group for the Interpretive Panel.
- The creation of a community plan was discussed. A working party would be agreed following discussions at the next meeting
- A proposal had been received from Stephen Thackray to set up a joint Working Party to look at the creation of a more user-friendly website. It was RESOLVED that Councillor Christine Jones and one other to be agreed, should represent the Parish Council

#### **19.46 DELEGATION TO COMMITTEES OR EMPLOYEES**

It was RESOLVED that the submission of responses to Planning Applications received between Parish Council meetings should be delegated to the Clerk, in consultation with all Councillors (giving a deadline for responses).

#### **19.47 INSURANCE**

It was RESOLVED that the Parish Council's existing policy with Ecclesiastical should be renewed at a cost of £168 + £50 administration, a total of £218.

#### **19.48 POLICIES AND PROCEDURES**

It was RESOLVED that consideration of the following policies and procedures be deferred to the next meeting:

- (1) Standing Orders
- (2) Financial Regulations
- (3) Complaints Procedure
- (4) Dignity at Work, Bullying and Harassment Policy
- (5) Discipline, Dismissal and Grievance Policy
- (6) Equality and Diversity Policy
- (7) Freedom of Information – Publication Scheme
- (8) Health & Safety Policy
- (9) Risk Management Strategy
- (10) Scheme of Delegation

#### **19.49 RECEIPT OF AGENDA ETC BY EMAIL**

It was RESOLVED unanimously that Councillors should receive agenda, minutes and background documents by electronic means.

#### **19.50 PUBLIC WORKS LOAN BOARD APPLICATION**

The Parish Council had approved the submission of an application to the Public Works Loan Board at their January meeting and this decision was endorsed by the new Council. Councillor Roger Jones, the new Chairman of the Parish Council, would sign the application on behalf of the Parish Council. The Clerk would provide the documentation for the Chairman to sign

#### **19.51 HIGHWAYS, RIGHTS OF WAY AND AMENITY CLEANING**

- (1) It was noted that the Parish Council had received a copy of a statement made by Sophia Samuel relating to the Cheshire West and Chester Council (Additional of footpaths No 12,13,14, 15 and 16 in the Parish of Mollington) Modification Order 2017. The Inquiry into this Order was scheduled to be heard on Wednesday 10 and

Thursday 11 July 2019 at The Town Hall, Chester. It was RESOLVED that all paperwork relating to this matter should be passed to Councillor Crowe who would be attending the Inquiry as a witness.

- (2) The roof of the bus shelter on Townfield Lane was in very poor condition and needed re-fitting. Councillors Crowe and MacSween would take the lead on this.
- (3) The Notice Board in Grove Road needed oiling. Councillor MacSween would do this.
- (4) It was reported that a large holly tree had fallen outside Keepers Cottage. To remove it could cause damage to the Cheshire railings. Clerk to report to CWaC.
- (5) It was RESOLVED that Councillors should endeavour to walk the footpaths within Mollington and report back to the next meeting on their condition. The Clerk would request a map showing all the footpaths within Mollington from CWaC. It was noted that the footpath down the side of Ghyll Sgour was particularly overgrown. It was noted that a footpath was still in existence from Feilden Court to Townfield Lane but this was not a public right of way.

## 19.52 PLANNING

- (1) Applications received for comment

19/01260/LDC	Construction of new bay window to side at 18 Mollington Court, Mollington, Chester Cheshire CH1 6LA. Councillor Fielding declared an interest in this application as he was the architect for the site. It was noted that as this was an application for a Certificate of Lawful Development, there was no opportunity for the Parish Council to comment. The application was noted.
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- (2) Decisions made by CWaC since the last meeting of the Parish Council

19/00846/FUL	Part single storey, part two storey extension to side elevation at 349 Parkgate Road, Chester Cheshire CH1 4BE - APPROVED
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- (3) Awaiting Decision

19/01060/FUL	Construction of menage and post and rail fence at Mere Farm, Townfield Lane, Mollington, Chester, Cheshire
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- (4) It was noted that The Elms Farmhouse had been sold and that the new owner had expressed the wish to demolish the existing buildings, which was in very poor condition, and to build a new bungalow in its place. It was confirmed that the Parish Council had not received formal notification from CWaC of an application for this site.

## 19.53 FINANCE

- (1) **Payments** made since the last meeting were noted, as follows:

28.03.19	SO	Amenity Cleaner-wages March 2019	169.73
28.03.19	SO	Parish Clerk-salary March 2019	133.28
31.03.19	Bank	Service Charge (3 months)	18.00
02.04.19	DD	1&1 IONOS-Website hosting	7.19
04.04.19	BACS	Shelley Signs-Interpretative Panel design (see note below)	468.00
29.04.19	SO	Amenity Cleaner-wages April 2019	169.73
29.04.19	SO	Parish Clerk-salary April 2019	133.28
29.04.19	BACS	Amenity Cleaner-additional wage payment April 2019	12.27
29.04.19	BACS	Parish Clerk-additional salary April 2019	6.18
29.04.19	BACS	PKF Littlejohn-Audit fee for 2017-18 audit	336.00
29.04.19	BACS	CWaC-Licence for use of Playing field	300.00
01.05.19	DD	1&1 IONOS-Website hosting	7.19
15.05.19	BACS	HMRC-Income Tax	200.91

Note: cost to be shared between three councils according to the formula used to calculate the PWLB loan

- (2) **Receipts**

11.04.19	Cheshire West & Chester Council – Precept	4,373.00
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- (3) **Balance** at 21 May 2019 £13,723.68 (including the amount ring-fenced to repay the PWLB loan)

- (4) **Approval to the use of BACS payments:** As required by the Legislative Reform (Payments by Parish Councils, Community Councils and Charter Trustees) Order 2014 it was RESOLVED that payments could be made by BACS transfer.
- (5) **Signatories:** It was RESOLVED that the Chairman, Councillor Roger Jones and the Vice-Chairman, Councillor Sally Atkin (Vice-Chairman).

**19.54 SUBSCRIPTIONS**

It was RESOLVED that the Parish Council should re-join the Cheshire Association of Local Councils at a cost of £229.68 for 2019-20 and should continue in membership of Cheshire Community Action for an annual fee of £20.

**19.55 ITEMS RAISED BY COUNCILLORS FOR INFORMATION**

Councillor Roger Jones had prepared a draft Risk Assessment which he circulated to all Councillors for comment. A final version incorporating any comments received would be presented to the next meeting of the Parish Council for approval.

**19.56 MEETINGS IN 2019-20**

It was proposed that the number of meetings be increased to every six weeks, subject to a suitable venue being available. Councillor Atkin agreed to check the availability of the Old School and the Clerk would check the availability of the Village Hall. The next meeting would be held on Tuesday 2 July 2019 at Mollington, Backford & District Village Hall.

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