

**MINUTES OF A MEETING OF MOULTON PARISH COUNCIL**  
**held at MOULTON SCHOOL HALL ON MONDAY 13 JULY 2015 at 7.45pm.**

<b>PRESENT</b>	
<b>Councillors</b>	Cllrs. Aston (Chairman), Harris (Vice Chairman), Boyle, Vernon and Watkinson.
<b>Other Attendees</b>	CWAC Cllr. Sinar. Parish Clerk. 3 Members of the Public.

<b>1</b>	<p><b>To receive Apologies (and record reasons for absence) and to note any Declarations of Interest</b>  Cllr. Bowie (personal commitment) and Cllr. Wood (personal commitment). PCSO Kevin McShane.</p> <p>There were no Declarations of Interest made.</p>
<b>2</b>	<p><b>To receive the PCSO's Report</b>  In the absence of PCSO McShane the Parish Clerk gave a summary of the Monthly Report for June 2015. There were 102 recorded incidents across the full beat. Specific to Moulton were 3 Suspicious Persons Reports (all in order); 2 Reports of Criminal Damage and 8 Concern for Safety Reports (all in order). Incident numbers were down on recent months. PCSO McShane continues to liaise with community groups in the village and the Community Wardens. Additional foot patrols have helped to create increased awareness. Dog Fouling remains an area of specific focus.</p>
<b>3</b>	<p><b>Open Public Forum</b>  Graham Scott commented that Footpath 8 to the rear of Eaton View is becoming overgrown and that there is a fallen Willow Tree obstructing the path itself.</p> <p>Stefan Ward advised that the pathway between Whitlow Lane and Barlow Road is also becoming overgrown.</p> <p>Graham Scott expressed dismay at Bovis's plans to close footpaths, primarily Beehive Lane and Footpath 2, during construction work. Whilst the Parish Council has already written to CWAC Planning on this issue, it was agreed to pass on further comments.</p> <p>Graham Scott also commented that the proposed upgrades to Sewage Pipes could impact on the Playing Field as new piping may have to be laid across the northern end of the Field. Cllr. Aston confirmed that the Parish Council had already been made aware of this.</p> <p>Margaret Newton advised that work to begin the process of capturing Newts had already started with the Ditches created being adjacent to her boundary. She expressed concern that the correct procedures were being followed. It was agreed to ask CWAC to monitor the situation.</p> <p>Mrs Newton also expressed concern over the volumes of earth that are due to be moved around on site once Bovis begin construction work. Cllr. Aston advised that these concerns were covered in the Parish Council's recent letter to CWAC covering a number of aspects linked to Discharge of Conditions.</p>
<b>4</b>	<p><b>To agree the Minutes of the Meeting held on Monday 8 June 2015 for signature as a true record.</b>  <b>Resolved:</b> that the Minutes of the Meeting held on 8 June 2015 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>All Judging Sheets for the 2015 Moulton In Bloom Competition were handed to the Parish Clerk. CWAC Cllr. Pearson will be invited undertake the Final Judging, accompanied by Cllr. Vernon, during late July/early August. Shield and Prizes will be presented at the December Parish Council Meeting.</li> <li>Following discussions at the recent Joint Parish Councils Meeting, the Parish Clerk and Cllr. Vernon are attending a meeting with Insp. Snasdell at Northwich Police Station on Thursday 16 July 2015. This will focus on the PCSO role, beat area and reporting lines.</li> <li>The Dog Grille and Fence adjacent to the Toddlers' Play Area will be installed in early September. This will ensure that there is no disruption to users during the School Holidays. Planning Permission is not required.</li> </ul>

	<ul style="list-style-type: none"> <li>Additional Seating for the Outdoor Gym Area has been obtained and will be installed shortly.</li> </ul>
6	<p><b>Administrative and Community Matters</b></p> <p><u>i. to accept the Resignation of Cllr. Jim Clark</u> The Chairman outlined the background to Cllr. Clark's decision to Resign. <b>Resolved: to</b> accept Cllr. Clark's Resignation from the Parish Council.</p> <p><u>ii. to review ICO Data Controller Registration requirements</u> The Parish Clerk read out advice from the ICO and ChALC on the question of Councillors being individually Registered as Data Controllers. It was agreed that the key issue is who acts upon Data received. If individual Councillors hold data belonging to parishioners then they need to obtain an Individual Registration with the Information Commissioners Office. <b>Resolved: to</b> ask all Councillors to register as individuals with the ICO (via <a href="http://www.ico.org.uk">www.ico.org.uk</a>).</p> <p><u>iii. to receive an update from the Projects Committee</u> The newly formed Committee was unable to meet on Thursday 25 July 2015 due to lack of available Councillors. As a result the following issues were discussed at this Meeting:- CCTV Equipment – the Parish Clerk will liaise with Bespoke Communications to ensure that the system is now fully operational. He will also ask for training to be provided and will also enquire whether a further camera, facing into the MUGA, can be added. Moulton RBL will be asked whether the Parish Council can be provided with a key to the room housing the equipment or, alternatively, a contact can be advised who is readily available to open up the room. Weaver Road Play Area - CWAC Ward Councillors have been advised that they will have a Ward Budget for this financial year. The Parish Clerk will liaise with them to lodge Funding Applications. Regent Street (Backs) Garages Area – the Parish Clerk will ask Moss Haselhurst Solicitors to research the Covenant currently in place, specifically to see if it can be released prior to the 2019 end date. Maintenance Contracts for 2015/16 – Cllr. Aston and the Parish Clerk will draw up Draft Work Schedules for the Playing Field, Weaver Road Play Area and the Hillside Lane Fence in readiness for the September Projects Committee Meeting.</p>
7	<p><b>Planning</b></p> <p><u>i. to elect a new Member to the Planning Committee</u> The resignation of Cllr. Clark has created a vacancy on the Committee. <b>Resolved: that</b> Cllr. Bowie rejoin the Committee with immediate effect.</p> <p><u>ii. to note comments made by the Planning Committee on recent Applications</u> A Letter dated 17 June 2015 was forwarded on to CWAC Planning covering issues arising from Bovis's Applications re Discharge of Conditions. This Letter covered Construction Traffic Plans to initially use Barnside Way; Construction Traffic Plan hours; the initial (only) partial upgrade of Beehive Lane, with the final upgrade only coming once the development is complete; arrangements for Construction Traffic to be held in wait away from Moulton and Davenham until Beehive Lane is fully clear for use - not queueing on Jack Lane; aspects of possible site levelling and likely negative impact on adjacent properties; the closure of footpaths; the removal of Newts; sight of Draft/Agreed s.106 Agreement with Bovis. A copy of the Letter was posted on the Parish Council Web Site and Notice Board. 15/02654/HHE – 35 Lodge Drive – Single Storey Lean-to extension. The Parish Council is not a statutory consultee for this Application. 15/02577/FUL – 27 Lodge Drive – 2 storey side and rear extension. No objections.</p> <p><u>iii. to note Planning Application Responses from Cheshire West and Chester Council</u> None.</p> <p><u>iv. to note Planning Applications advised but not yet received</u> None.</p> <p><u>v. to discuss Neighbourhood Plan related matters</u> The Parish Clerk met with Richard Thresh (RT), the newly appointed Neighbourhood Planning Officer at Cheshire Community Action, on 6 July 2015. RT will take forward production of the Draft Neighbourhood Plan with a view to having copies available for household distribution in early November. This will ensure that the statutory six week consultation window will be undertaken before the Christmas Holiday period. The finalised Draft should be ready for submission to CWAC Planning in late December/early January.</p> <p><u>vi. to discuss any other Planning Related Issues</u> The Parish Clerk advised that Jim Clark, Graham Scott and Angela Capstick have put themselves forward as Community Representatives at proposed Site Meetings with Bovis. The Parish Clerk will keep all three appraised of Meeting timetables etc...</p>

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**Financial Matters**

i. To authorise Accounts for Payment and note Income Received

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

P Sanders	Salary Clerk - July	654.43
HMRC	PAYE + NI for PC - July	160.34
CHAMP	Room Hire	93.00
A Aston	Flags and CCTV Signage	35.30
Broxap	2 x Benches	549.60
CWAC	Election Costs	197.00
UK Mailing	Newsletter Printing	147.76
Northwich Town Council	Churchyard and Play School Contract – May 2015	235.20
Northwich Town Council	Churchyard and Play School Contract – June 2015	235.20
Northwich Town Council	Playing Field Contract + Litter Picking – May 2015	558.60
Northwich Town Council	Playing Field Contract + Litter Picking + Planting – June 2015	678.60
P Sanders	Clerk's Expenses	63.46
PIAMS	Playground Inspection	36.00
C Bowie	Crow Fair Stall Fee	15.00
Antz Gardening	Removal of Rubbish	312.00
P Sanders	Salary Clerk - August	654.43
HMRC	PAYE + NI for PC - August	160.34

**Income Received**

Bank Interest	7.84
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Parish Council funds (unaudited) as at 30 June 2015 totalled £65,911.82 credit. £7,070 is ring-fenced for Neighbourhood Plan purposes.

ii. to discuss amendments to the Bank Mandate

**Resolved:** to retain the current Mandate/Signatories with Co-operative Bank until further notice.

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**Correspondence Received**

	Cheshire West and Chester Council	Various	Members Briefings	To Note
		Various	Advance Notice of Road Closures	To Note
	Cheshire Police	Various	Newsletters Police Commissioners Newsletter (e-mailed on receipt)	To Note
		1 July		To Note
	CHAIN	9 June	Newsletter	To Note
	VRDS	Various	Newsletters	To Note
	D Williams	15 June	Request to plant Bulbs next to hedge adjacent to the Playing Field/Bovis Development	To Discuss
	J Mackay	20 June	Letter re possible closure of Beehive Lane	To Note
	D Lambert	20 June	Letter re possible closure of Beehive Lane	To Note
	ChALC	23 June	CWAC Heads of Department Details	To Note
		1 July	E-mail re Data Controller Registrations (e-mailed on receipt)	Agenda Item 6ii
	Clerks and Councils Direct	4 July	Journal dated July 2015	To Note

**Resolved: to**

- write back to Mr Williams advising approval for his plan to plant Bulbs adjacent to the hedge on the eastern side of the Playing Field.

**10 To receive Reports from Councillors and the Parish Clerk**

Cllr. Watkinson noted that Arriva cancelled Bus Services into the village during the Crow Fair without any notice being given. The point will be taken up with Arriva/CWAC.

Cllr. Watkinson, supported by other Councillors, commented on the high quality organisation of the Crow Fair. Several visitors to the Parish Council Stall, including residents from other villages, spoke highly of the number of attractions on offer. A letter of congratulations is to be sent to the Moulton Events Committee.

Cllr. Vernon said that several residents have commented on overhanging hedges and pathways in need of weeding/general maintenance. CWAC Cllr. Sinar will take this forward with CWAC Streetscene.

Cllr. Boyle drew Councillors attention to the current practice of marking, with chalk, the fences of houses where dogs are kept. Extra vigilance is required.

Cllr. Harris advised that his address is not currently showing on the Parish Council Web Site. Additionally, the wrong telephone number is shown in one section for the Parish Clerk.

The Parish Clerk advised that Co-Option Procedures, for the two vacancies on the Parish Council, will be commenced in September.

**11 To note that the next Meeting of the Parish Council will be held on Monday 14 September 2015 at Moulton Village Hall, commencing at 7.45pm.**

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There being no further business the Meeting closed at 9.07pm.