



Moulton Parish Council

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Minutes of the Full Council Meeting Held on Monday 14th October 2019 at 19:30 at Moulton School, School Lane, Moulton

Present Cllr Boyle (Chair), Cllr Harding (Vice-Chair), Cllr Bush, Cllr Capstick, Cllr Jennings, Cllr Kershaw

In Attendance Cllr Weltman (CWaC) and twenty two members of the public

1	Apologies
	Apologies were received from Sharron Spruce (clerk).
2	Declarations of Interest
	No declarations of interest were received.
3	Public Forum
	Maximum of three minutes per speaker, with an overall limit of fifteen minutes.
	<ul style="list-style-type: none"> Received from a member of the public: a written request for a Parish Meeting, 7 signatories. Received from a member of the public: a written request for provision of allotments, 8 signatories. Noted: objections received in writing, by email and submitted at the meeting. Response: MPC is producing a document to address all questions and objections received in writing. Members of the public raised the following questions with respect to the proposed development of Regent St Backs by MPC: <ul style="list-style-type: none"> Why had no answer been given to a MOP who had sent MPC a list of 15 questions about the proposal? A: see MPC's 'Response to Queries', to be published two days after meeting Has planning been submitted? A: No Has the land been sold? A: No Could the land be bought by residents? A: In theory, yes. What is meant by "allocated parking" for the proposed new bungalows and houses? A: See MPC's 'Response to Queries', as above. Of the 96 public parking spaces were 10 taken up by community building, and 10 by electric vehicle charging points (EVCPs), thereby reducing public parking to 76? A: No spaces allocated to community building, and 5 spaces suggested for EVCPs, Why develop the land at all? A: The need has been identified in the Neighbourhood Plan. See MPC's Response, as above.
	A member of the public had several questions to ask of the PC, and agreed to submit them by email as the public session was out of time.
4	PCSO Report
	To receive a report from PCSO Philip Hambleton
5	<ul style="list-style-type: none"> PCSO Hambleton had circulated a written report which was noted. <ul style="list-style-type: none"> Large quantity of chocolate stolen from McColls by a male suspect who fled in a car. No ASB, burglary or vehicle/bicycle thefts reported. Parking issues on Beechfield reported.
	Minutes
	Motion: To resolve that the minutes of the meeting of the Council held on September 9 th 2019 (circulated to members) be signed as a correct record.
6	Resolved: to agree the minutes of 9 th Sept 2019, signed by the Chair. Proposed: Cllr Jennings. Seconded: Cllr Bush.
	Consider applications received for co-option for councillor vacancies.
7	No applications received.
	Clerks Report
	In lieu of the Clerk the following items to be discussed
	<ul style="list-style-type: none"> A summary of correspondence received Parish noticeboard
	<ul style="list-style-type: none"> Summary of correspondence received, presented by Cllr Harding:

	<ul style="list-style-type: none"> i. Re games table on corner of Beechfield and Main Road, 2 residents reported the table is in a dirty state as it is sited under a tree. Action: jet wash table (who?). Action: Consider alternative locations and bring suggestions to discuss at next meeting (all councillors). ii. Re the state of Moulton Playground, litter and vandalism - to be considered in part 11 of this meeting. iii. Re Moulton Playground; it was noted Cllr Capstick has received a quote for repair of the basket swing from Massey Harris, of £600 to supply and fit replacement cantilever swing joint, and has also asked them for a quote for a lockable barrier to the car park. (email 13.9.19). iv. Re dead hedge by MUGA, about 25m of hedge has died due to waterlogged ground. Replacement to be considered in part 11 of this meeting. v. An email has been received from Planning asking for MPC's address. Clerk's address was given. <ul style="list-style-type: none"> • Parish noticeboard. It was agreed that Moulton PC should follow the good practice of other PCs in the display of notices etc. on their noticeboards. Images of Hartford and Darnall PCs boards were cited as examples. Cllr Bush was asked to define best practise for Moulton to follow.
8	<p>Administrative Matters</p> <ul style="list-style-type: none"> • Nomination of councillors to represent the Parish Council. • Cllrs Jennings, Capstick, Bush and Harding to update the council on their recent training • Cllr Capstick to present the motion on the Human Resources subcommittee • Cllr Harding to present a response to the CWaC Consultation 1333 • Cllr Capstick to present proposal for parish council surgeries • Cllr Capstick to present proposal to support World Polio Day • Cllr Harding to present the Co-option policy • Cllr Harding to present the Communication and Social Media policy • Cllr Harding to present the Disputes Resolution Procedure • Cllr Harding to report on the Uncontested Election costs
	<p>Motion: Nominate councillors to attend ChALC Annual Meeting on Thursday 24th October at Middlewich Civic Centre.</p> <ul style="list-style-type: none"> • Agreed Cllr Kershaw to attend. <p>Motion: Nominate councillors to attend CWaC Streetcare on 29th October in Christleton, Chester</p> <ul style="list-style-type: none"> • No-one is free to attend this meeting. <p>.</p> <ul style="list-style-type: none"> • Cllr Capstick attended 'Being a Good Councillor', 'Being a Good Councillor- The Next Steps' and 'Chairmanship 1' courses. It was reported that Jackie Weaver, of ChALC will lead courses on request for groups of 6 or more. • Cllr Bush attended a ChALC course in Salford on counselling skills. <p>Motion: To create and populate a Human Resources subcommittee to formulate policies for Moulton Parish Council.</p> <ul style="list-style-type: none"> • A number of Cheshire PCs have HR or joint HR/Admin committees. The draft HR documents submitted to Sept meeting have now been amended following advice from ChALC. • Resolved that Moulton PC form an HR committee (proposed Cllr Bush, seconded Cllr Harding) • The members nominated by the Chair were Cllr Bush, Cllr Capstick, Cllr Jennings, Cllr Kershaw. • The first meeting of the HR committee to be 29th Oct 2019, venue tbc, most likely Moulton School. <p>Action: book venue for HR committee meeting.</p> <p>.</p> <p>Motion: To accept or amend the proposed response to Consultation 1333</p> <ul style="list-style-type: none"> • The response proposed that we reply that "this policy is ill-advised and unwelcome. It runs contrary to natural justice, and is not workable for small communities". • Resolved to accept this response (proposed Cllr Harding seconded Cllr Capstick). <p>Motion: To discuss and agree the introduction of Parish Council surgeries at community groups, local pubs and clubs to improve community contact and promote the Parish Council.</p> <ul style="list-style-type: none"> • Resolved that Parish Council surgeries be held on a regular basis in various village locations (proposed Cllr Capstick, Cllr Harding) <p>Motion: To discuss and approve the request by Northwich Rotary Club to light up the cenotaph purple on 24th October and hang a flag to promote World Polio Day.</p> <ul style="list-style-type: none"> ◦ Standing orders were suspended to allow a MOP to speak on behalf of the Rotary Clubs request to light up the cenotaph purple on 24th October and hang a flag to promote World Polio Day. Standing orders were resumed. ◦ Resolved that the Rotary Club be allowed to light up the cenotaph for World Polio Day (proposed Cllr Capstick, Cllr Harding) <p>Motion: To amend and accept the proposed Co-option policy</p> <ul style="list-style-type: none"> • The co-option of parish councillors to include eligibility, attending a meeting, and completing a co-option form.

	<ul style="list-style-type: none"> Resolved to adopt the proposed co-option policy (proposed Cllr Harding seconded Cllr Capstick). <p>Motion: To amend and accept the proposed Communication and Social Media policy</p> <ul style="list-style-type: none"> Resolved to accept the amended Communication and Social Media policy (proposed Cllr Harding seconded Cllr Jennings). <p>Motion: To agree the proposed webmasters and account masters, as defined in the Communication and Social Media policy.</p> <ul style="list-style-type: none"> It was agreed that the Account Master and Webmaster, as defined in the Communication and Social Media policy, to be Cllr Harding and Cllr Capstick respectively (proposed Cllr Harding seconded Cllr Jennings). <p>Motion: To amend and accept the proposed Dispute Resolution Procedure</p> <ul style="list-style-type: none"> Resolved to adopt the proposed amended Disputes Resolution Procedure as presented (proposed Cllr Harding seconded Cllr Capstick). <p>Motion: To agree to the methods of payment for this charge and notify Lauren Carson (CWaC)</p> <ul style="list-style-type: none"> Cllr Harding reported that the Uncontested Election costs had to be paid. Although the costs were unexpected and 3 months late it was agreed to pay these costs in two instalments, and notify Lauren Carsen of CWaC.
9	<p>Planning</p> <p>Discussion on the following planning applications:19/03626/LDC (33 Britten Crescent)</p> <ul style="list-style-type: none"> No objections
10	<p>Financial Matters</p> <ul style="list-style-type: none"> Cllrs Harding and Boyle to detail the payments to be made and income received Cllr Boyle to present the audit report Cllr Harding to discuss the defibrillator Cllr Capstick to present motion for the PCSO's proposed Hallowe'en event. <ul style="list-style-type: none"> Re Massey and Harris invoice for supply and install of playground equipment, £81,024.00, Cllr Capstick advised this was the penultimate invoice. Some play equipment needs repair, so this invoice is to be paid, and MPC awaits the final invoice when the repairs have been carried out. The amount outstanding to Massey & Harris will be approx. £4,500. <p>Motion: To accept the audit report. Agreed to accept the financial report, to include £720 to PFF Littlejohn</p> <p>Motion: To agree to update the defibrillator pads. Agreed that Cllr Harding will order more defib pads. Defib pads have a shelf life of about 18 months.</p> <p>Motion: To discuss and approve funding and support of the PCSO's proposed Halloween "Ghost hunt & games evening" event for children on 28th October Free event organised by PCSO; Ghost Hunt around the village to finish around 5pm, followed by pizza and games in Verdin Club. The PCSO asked for funding for pizza etc. of £220. Resolved to fund event to amount requested, (proposed Cllr Capstick seconded Cllr Harding).</p>
11	<p>Renovation and Maintenance of Moulton Green Spaces</p> <ul style="list-style-type: none"> Cllr Capstick to update on the renovation of Moulton Park Cllr Kershaw to update on the acquisition and installation of trees behind the MUGA Cllr Capstick to update on the recent vandalism on Moulton Park Cllr Harding to update on the maintenance of the vegetation in Moulton Park Cllr Kershaw to update on the renovation of Weaver Road <ul style="list-style-type: none"> Re Moulton Playing Field and Park, the pirate ship will have transfers and thermoplastic markings added, and nameplates for it are in preparation,. <ul style="list-style-type: none"> Action: Cllr Capstick will contact winners of the ship naming competition. Re tree planting, Cllr Bush reported that 3 free trees (silver birch, oak and horse chestnut) are available for planting (donated by Mr Ravenscroft and Josephine Betts) Sites on Moulton Children's Playing Field were discussed. Cllr Kershaw advised that parish councils could apply for free tree packs (small saplings) from the Woodland Trust. Goat willow would be suitable to replace the hedge between the MUGA and Bovis estate that has died due to the land becoming waterlogged. <ul style="list-style-type: none"> Action: the locations of pipelines and land drains on MCPF need to be determined before planting sites for free trees can be identified. A local resident was named who could be of use in this. Action: to decide on positions for planting the free trees and the tree donated by Moulton WI. (All councillors). Action: obtain quotes for removing dead hedge by the MUGA on MCPF (Cllrs Bush and Capstick).

	<ul style="list-style-type: none"> ◦ Action: apply to Woodland Trust for free tree pack to replace hedge (Cllr Kershaw). ◦ Action: to obtain advice from Cllr Watson, county councillor, on location and planting of trees. (Cllrs Bush and Kershaw). <ul style="list-style-type: none"> • Re vandalism on Moulton Playground; Cllr Capstick reported the broken table tennis net has been removed and stored. The sharp bits that are left will be replaced. The cannon on the pirate ship equipment is broken. • Re maintenance of vegetation in Moulton Children's Playing Field; Cllr Harding reported that CG said their maintenance contract did not include the hedges between the Cenotaph and the footpath to Main Rd (the snicket). <ul style="list-style-type: none"> ◦ Action: to quotes to cut the hedge (as above) height to 2m and depth to 1.5-2m (Cllr Bush). ◦ Action: to get amend contract with CG to include maintenance of hedge as above. ◦ Action: to contact Main Road resident affected to inform of above works. • Re renovation of Weaver Road Play Area ; Cllr Bush reported that a hole has been filled in; electricity for the CCTV is to be installed next week; a damper is needed on the padlock to reduce noise; bushes have been trimmed by the railings; pruning is needed in the garden area, which could be done so that children can play and make dens in the bushes. Cllr Bush put forward several ideas for the area: communicate with pre-school groups in Moulton about involvement in activities; a weather proof book store; a mud kitchen; children making bird hotels and birdfeeders; vegetable planters. If vegetable planters and mud kitchen installed, water supply would be an issue. A nearby resident has offered to donate bird food as they have no garden. People have asked when the area will be open? Would dogs and ball games be allowed? CG have quoted £200 to put "bird-boxes" on posts; as this seems expensive MPC will get back to them. The opening should be soon. MPC need to consider who will be the keyholder for the area. <ul style="list-style-type: none"> ◦ Action: Cllr Bush to prepare costs for a mud kitchen; a weather proof book store; putting boxes on posts. ◦ Action: Cllr Bush to keep up with social media posts about the official opening to the public.
12	<p>Proposed Local Event in June 2020</p> <ul style="list-style-type: none"> • Cllr Bush to present a summary of the Special Projects Subcommittee meeting on September 2019. <p>Motion: To resolve that the minutes of the meeting of the Special Projects subcommittee held on September 13th 2019 (circulated to members) be signed as a correct record. Resolved: to accept the minutes of this meeting (proposed Cllr Bush, seconded Cllr Harding).</p> <p>Motion: To receive the report from the Special Projects subcommittee and accept the recommendation.</p> <ul style="list-style-type: none"> • The special projects committee proposed inviting the Circus to perform on Moulton Playing Field June 5-7th 2020. A site meeting with the Circus company to be held in the coming week (Cllrs Bush and Capstick). <p>Resolved: to receive the report and accept the recommendation (proposed Cllr Bush, seconded Cllr Harding).</p>
13	<p>Regeneration of Regent Street Backs</p> <ul style="list-style-type: none"> • Cllr Harding to update on the exhibition on Tuesday 24th September 2019, and the publicity. • Cllr Harding to update on community engagement • Cllr Harding to suggest a Residents' parking scheme on Regent Street, Church Street and Main Road • Cllr Jennings to discuss on the garage utilisation <ul style="list-style-type: none"> • Positive and negative responses to the proposed regeneration have been received, at the presentation event and in writing, by email and on social media since. • The article about the regeneration proposal in the Northwich Guardian was positive. It quoted a MPC spokesperson. For the record: no Moulton parish councillor spoke to the Northwich Guardian wrt this article. • A parking permit scheme for Regent St residents in the new car park, if completed, is for CWaC to implement. Residents have to request the scheme; ten residents or 25% of residents are needed to make the request. <p>Motion: MPC will support a scheme if the residents take it forward to CWaC Resolved: to agree the motion as above (proposed Cllr Harding seconded Cllr Jennings).</p> <ul style="list-style-type: none"> • Re utilisation of garage plots on Regent St Backs, letters to be sent to all tenants (21 total) giving 3 months' notice as per rental agreement <p>Motion: Issue "Notice to quit" letters to all garage and plot tenants immediately. Resolved: the motion was passed (proposed Cllr Jennings, seconded Cllr Harding).</p>
14	<p>Chairman's Report</p> <p>Update from the Joint Parish Council Meeting with Davenham PC and Bostock PC on 23rd September</p> <ul style="list-style-type: none"> • Cllr Boyle reported it was interesting to observe the business conducted by another PC.
15	<p>Councillor Reports</p> <ul style="list-style-type: none"> • Cllr Bush: if trees removed from Regent St Backs, use the trunks for sculpture, creative projects. Contact the mobile library to post visit times in the village. Has contacted CWaC for a second green bin for Weaver Rd

	<p>output, cost £40.</p> <ul style="list-style-type: none"> • Cllr Capstick: litter picking event in October cancelled due to lack of volunteers. Drain in Main Rd car park has green dye in – Cheshire Drains put it in. Two drain covers missing. Action: report as crime and request CCTV; put cones around the drain. On MCPF drain collapsed opposite dog bin, a note was given by DW to Clerk, the drain is a cracked sewer. Action is needed. • Cllr Harding: has written to CWaC about the dangerous junction of Brick Kiln Lane (aka Jack Lane) with the Davenham by-pass. Noted an accident there occurred the day after posting. Cllr H. Weltman to flag the accident to CWaC. Letter proposed to Miller re ‘residents only’ notice on Miller development play area. • Cllr Jennings: requested booking on Chairmanship course (date please). Agreed. • Cllr Kershaw: re CWaC Local Cycling and Walking Infrastructure Plan (LCWIP) proposed that MPC respond using the stakeholder pro-forma. Action: Cllr Kershaw to circulate link to proforma. All councillors to consider responses. Re overgrown hedges on pavements. Action: Cllr Kershaw to update list so letters can be sent to residents. 	
16	AOB None	
17	Summary of Actions: after of part B minutes.	
18	Note the currently scheduled dates of the next meetings	
	Moulton Parish Council	Monday 11 th November 2019 at 19:30 at Moulton School, Moulton
	Finance Committee	None scheduled
	Special Projects Committee	None scheduled
	Moulton Playing Fields Trust	None scheduled
	HR Subcommittee	29 th Oct 2019, venue tbc, most likely Moulton School

Part A of the meeting closed at 9.45pm.