



# Moulton Parish Council

<https://moultonpc.org.uk>

**Moulton Parish Council Full Council Meeting minutes from Monday 13<sup>th</sup> January 2020 at 19:30 at Moulton School, School Lane, Moulton**

Councillors: Cllr M Boyle, Cllr J Harding, Cllr E Adcocks, Cllr A Capstick, Cllr N Jennings, Cllr J Kershaw  
CWaC Councillor: Cllr E Watson  
Two members of the public and PCSO Phil Hambleton

1	<b>Apologies</b> <ul style="list-style-type: none"><li>Mrs Sharron Spruce</li><li>Cllr Angela Bush</li></ul>
2	<b>Declarations of Interest</b> <ul style="list-style-type: none"><li>None were received</li></ul>
3	<b>Public Forum</b> <ul style="list-style-type: none"><li>One member of the public requested Moulton Parish Council adopts a declaration of climate and ecological emergency. This was adopted by CWaC in May 2019, and CWaC and NTC are creating policies in pursuit of this. Requests that we take steps within our powers. <b>MPC will investigate this.</b></li><li>One member of the public enquired as to the other plans which were submitted for Regent Street Backs. These were commercially confidential and Moulton Parish Council are unable to share them.</li><li>Cllr Elton Watson advised CWaC are consulting on a S106 scheme to spend £70,900 on speed bumps and speed cushions in Moulton.</li></ul>
4	<b>PCSO Report</b> <ul style="list-style-type: none"><li>The illegal encampment was removed between Christmas and New Year</li><li>There was an "alleged" stabbing on Regent Street, that was a "scuffle"</li><li>No vehicles were caught exceeding the speed limit on Jack Lane during a check before Christmas</li><li>PCSO to enquire whether the Police can support VE Day road closures. Moulton Parish Council to revert back to him with a requirement.</li></ul>
5	<b>Minutes</b> <ul style="list-style-type: none"><li><b>Motion: To note the updated minutes of the Parish Meeting on November 15<sup>th</sup> 2019 (circulated to members) as a correct record.</b> <i>Proposed: Cllr J Harding. Seconded: Cllr A Capstick. Unopposed. Resolved to approve the minutes</i></li><li><b>Motion: To resolve that the minutes of the meeting of the Council held on December 9<sup>th</sup> 2019 (circulated to members) be signed as a correct record</b> <i>Three corrections to the record approved.</i> <i>Proposed: Cllr J Kershaw. Seconded: Cllr N Jennings. Unopposed. Resolved to approve the minutes</i></li></ul>
6	<b>Consider applications received for co-option for councillor vacancies</b> <ul style="list-style-type: none"><li>Cllr Boyle to arrange interviews in the next four weeks</li></ul>
7	<b>Clerk's Report</b> <p>Correspondence Received</p> <ul style="list-style-type: none"><li>Some debate as to whether the new Cheshire Pension Fund proposal impacts Moulton Parish Council and Cllr Harding to investigate further</li><li>Cllr Capstick to liaise with the NHS Complex Case Provider</li><li>Cllr Harding to write to CWaC and enquire about the Jack Lane sign (as agreed)</li><li>Cllr Capstick and Cllr Watson to enquire as to the location of the School Canteen Asbestos Report</li><li>Cllr Kershaw to complete the LCWIP on behalf of Moulton Parish Council.</li><li>The council noted the Liverpool Airport notice</li><li>The council noted the end of grant notice from Groundwork UK</li><li>Cllr Capstick to retrieve G&amp;M Safety Decking from Bovis for the School Lane to Barber Close footpath</li><li>The council noted and will consider the offer of volunteers from Qwest.</li></ul>

	<p><i>Clerks Report</i></p> <ul style="list-style-type: none"> <li>• <i>United Utilities have confirmed that their infrastructure is not blocked or collapsed. Cllr Harding to contact Cheshire Drains regarding the block drain on the park</i></li> <li>• <i>CWaC have reported that they have completed the raised ironworks on Meadow Lane.</i></li> <li>• <i>The council noted comments regarding HMRC and Data Protection</i></li> <li>• <i>CWaC have updated the details for Moulton Parish Council on their website. The acting clerk requested members complete an up-to-date register of members interests form at the earliest opportunity</i></li> <li>• <i>Agreed to nominate Cllr Boyle for a trip to Buckingham Palace (via ChALC)</i></li> <li>• <i>Cllr Capstick noted that the up-to-date training calendar was now in the Vault.</i></li> </ul>
8	<p><b>Administrative Matters</b></p> <p><i>VE Day</i></p> <ul style="list-style-type: none"> <li>• <i>The council agreed to liaise with WI, Royal British Legion, Moulton Events, etc to commemorate VE Day as a joint enterprise.</i></li> <li>• <i>It was recommended that this was co-ordinated through the Special Projects Committee.</i></li> <li>• <i>Cllr Capstick to approach various groups in the community to understand their plans and present the following month.</i></li> </ul> <p><i>Communications Policy</i></p> <ul style="list-style-type: none"> <li>• <i>Cllr Harding presented the amendment, which clarified sections on social media usage, and included a new section on breaches.</i></li> <li>• <b>Motion: To accept the updated Communications Policy (Rev 2)</b></li> <li>• <i>Proposed: Cllr Harding. Seconded: Cllr Capstick. Unopposed. Resolved to approve the policy unamended</i></li> </ul> <p><i>Moulton Playing Fields Policy</i></p> <ul style="list-style-type: none"> <li>• <i>Cllr Harding presented the amendment, which clarified third party use.</i></li> <li>• <i>Cllr Adcocks, Cllr Kershaw and Cllr Capstick suggested amendments</i></li> <li>• <b>Motion: To accept the updated Moulton Playing Fields Policy (v2) (as amended)</b></li> <li>• <i>Proposed: Cllr Harding. Seconded: Cllr Capstick. Unopposed. Resolved to approve the policy as amended.</i></li> </ul> <p><i>Clerking Statement</i></p> <ul style="list-style-type: none"> <li>• <i>Cllr Harding to present the new Clerking Function statement to assist and streamline the clerking functions of the council.</i></li> <li>• <i>There were several amendments to this document, and some consideration of the current HR situation. It was suggested to accept the first two sections of the document, and leave the remainder in draft format, to be considered by HR committee.</i></li> <li>• <b>Motion: To accept the Clerking Function Working Practice statement (as amended)</b></li> <li>• <i>Proposed: Cllr Harding. Seconded: Cllr Boyle. Unopposed. Resolved to approve the document as amended.</i></li> </ul> <p><i>Clerking Statement</i></p> <ul style="list-style-type: none"> <li>• <i>Cllr Harding to present the proposed and updated HR Terms of Reference.</i></li> <li>• <i>Cllr Capstick suggested an increase to the number of non-parish councillors on the committee.</i></li> <li>• <b>Motion: To accept the new HR Subcommittee Terms of Reference (as amended)</b></li> <li>• <i>Proposed: Cllr Harding. Seconded: Cllr Capstick. Resolved to approve the new terms of reference, as amended</i></li> </ul> <p><i>Training Courses</i></p> <ul style="list-style-type: none"> <li>• <i>Cllr Capstick presented training courses timetable and asked for the proposed requirements.</i></li> <li>• <i>Cllr Kershaw, as chair of the HR subcommittee asked for all courses attended to be sent to her for collation</i></li> <li>• <b>Motion: To agree an appropriate training courses schedule</b></li> <li>• <i>Proposed: Cllr Capstick. Seconded: Cllr Boyle. Resolved to collate training attended and requirements.</i></li> </ul> <p><i>Litter Picking</i></p> <ul style="list-style-type: none"> <li>• <i>Cllr Capstick announced the litter picking is the first Sunday of the month (March to October)</i></li> <li>• <i>Cllr Harding was requested to put a notice on the parish noticeboard.</i></li> </ul> <p><i>Councillor surgeries</i></p> <ul style="list-style-type: none"> <li>• <i>Cllr Capstick suggested the following dates for surgeries:</i> <ul style="list-style-type: none"> <li>◦ <i>The Lion Hotel on Tuesday</i></li> <li>◦ <i>Coffee &amp; Chat on Thursday</i></li> <li>◦ <i>Travellers Rest anytime</i></li> </ul> </li> <li>• <i>Cllr Capstick will present a monthly schedule and Cllr Harding suggested a table flag</i></li> </ul> <p><i>Circus</i></p> <ul style="list-style-type: none"> <li>• <i>The DBS files will be updated when the performers for the 2020 calendar have been updated</i></li> <li>• <i>The circus now wish to stay for five days from Sunday 31<sup>st</sup> May to Sunday 7<sup>th</sup> June.</i></li> <li>• <i>Some concern was raised regarding parking, but their "big top" only holds around 90 people</i></li> </ul>

	<p>Reintroduction of community grants</p> <ul style="list-style-type: none"> <li>Cllr Capstick asked if the council could consider re-adding community grants to the budget for 2020/21. There was no opposition.</li> </ul> <p>Allotments</p> <ul style="list-style-type: none"> <li>Massey is converting some land into allotments. The land will either be leased to the parish council to sublet, or will be let directly.</li> <li>Cllr Capstick will update on this next month</li> </ul> <p>Quality Council</p> <ul style="list-style-type: none"> <li>Cllr Harding to suggest Quality Council status ambitions. This will cost £80 (plus a fee for NALC registration) but proves that the parish council are operating lawfully and with good governance.</li> <li><b>Motion: To work towards Quality Council Foundation Status by March 2021</b></li> <li>Proposed: Cllr Harding. Seconded: Cllr Boyle. <b>Resolved that Moulton Parish Council will work towards Quality Council Foundation Status by March 2021.</b></li> </ul> <p>Local Electricity Bill</p> <ul style="list-style-type: none"> <li>Cllr Kershaw presented the Local Electricity Bill and announced Moulton had investigated wind turbines in the past under her previous council leadership.</li> <li><b>Motion: To support the Local Electricity Bill</b></li> <li>Proposed: Cllr Kershaw. Seconded: Cllr Harding. <b>Resolved that Moulton Parish Council will support the Local Electricity Bill</b></li> </ul>
9	<p><b>Planning</b></p> <ul style="list-style-type: none"> <li>No planning applications have been received</li> </ul>
10	<p><b>Financial Matters</b></p> <ul style="list-style-type: none"> <li>Finance was accepted.</li> <li><b>Motion: To accept the financial report</b></li> <li>Proposed: Cllr Jennings. Seconded: Cllr Kershaw. <b>Resolved that Expenditure Report is accepted.</b></li> </ul>
11	<p><b>Renovation and Maintenance of Moulton Green Spaces</b></p> <p>Weaver Road</p> <ul style="list-style-type: none"> <li>Cllr Harding announced that MPC was struggling to get the full proposal and quote from the current supplier.</li> <li>Cllr Capstick offered to source alternatives.</li> </ul> <p>Moulton Playing Field Regeneration</p> <ul style="list-style-type: none"> <li>Cllr Capstick announced that: <ul style="list-style-type: none"> <li>(weather dependent) thermoplastics to be down next week</li> <li>the cannons would be coming back but that other solutions may be required</li> <li>the table tennis table has been repaired</li> <li>the council still owe 10% of the final cost</li> </ul> </li> <li>With regards to the PIMS Inspection, Cllr Harding asked if Massey and Harris could do the small repairs on the gym equipment identified in the PIMS Report. Cllr Capstick to enquire.</li> </ul>
12	<p><b>Illegal Encampment</b></p> <ul style="list-style-type: none"> <li>Cllr Capstick presented the measures taken over the December break</li> <li>The need for signage was discussed and the following was suggested: <ul style="list-style-type: none"> <li>No Commercial Vehicles, No Camping, No Unauthorised Trading</li> </ul> </li> <li>Cllr Capstick to get examples of signage</li> <li>As all the quotes had not been received for the height barrier and costs, the motion was amended</li> <li><b>Motion: To accept the recommendation for a height barrier and costs.</b></li> <li><b>New motion: To accept the recommendation for a height barrier and to limit costs to £4,000.</b> It was resolved that Cllr Jennings, Cllr Capstick and Cllr Harding would source the barrier, subject to satisfactory replies as to the quality of the barrier and installation costs.</li> <li>Proposed: Cllr Boyle. Seconded: Cllr Harding. <b>Resolved that Moulton Parish Council will spend upto £4,000 on a height barrier.</b></li> </ul>
13	<p><b>Regent Street Backs</b></p> <ul style="list-style-type: none"> <li>Cllr Harding announced that the Parish Poll was won by "No" campaigners.</li> <li>Cllr Capstick is investigating the Community Asset Transfer of the CWaC School Canteen Building</li> <li><b>Motion: To delegate duties and responsibilities to Special Projects Committee</b></li> <li>Proposed: Cllr Boyle. Seconded: Cllr Harding. <b>Resolved that Moulton Parish Council will delegate to the Special Projects Committee</b></li> </ul>

<b>14</b>	<b>Chairman Report</b>	
	<p><i>Cllr Boyle</i></p> <ul style="list-style-type: none"> <li><i>Cllr Harding to report sunken drain at the Park Lane/Whitlow Lane junction to CWaC</i></li> </ul>	
<b>15</b>	<b>Councillor Report</b>	
	<p><i>Cllr Adcocks</i></p> <ul style="list-style-type: none"> <li><i>None</i></li> </ul> <p><i>Cllr Capstick</i></p> <ul style="list-style-type: none"> <li><i>None</i></li> </ul> <p><i>Cllr Harding</i></p> <ul style="list-style-type: none"> <li><i>Note that the meeting packs next week will be one large PDF rather than smaller files to make it easier.</i></li> </ul> <p><i>Cllr Jennings</i></p> <ul style="list-style-type: none"> <li><i>Mr Noden (48 Main Road) wishes to have a skip on MPFT land, adjacent to his property and asks for the council to write to give him permission. It was agreed that four weeks permission would be granted and any damage would have to be repaired.</i></li> <li><i>Cllr Harding agreed to write on headed notepaper.</i></li> <li><i>The Events Committee lock-up has been emptied</i></li> </ul> <p><i>Cllr Kershaw</i></p> <ul style="list-style-type: none"> <li><i>Cllr Kershaw will register on behalf of Moulton Parish Council for Pink Poo Campaign</i></li> <li><i>Cllr Kershaw will send the list of the overhanging hedges to Cllr Harding, who will report to CWaC</i></li> <li><i>Cllr Kershaw will report the unpassable footpaths, or PROW in poor condition to CWaC</i></li> </ul>	
<b>16</b>	<b>AOB</b>	
<b>17</b>	<b>Summary of Actions</b>	
<b>18</b>	<b>Note the currently scheduled dates of the next meetings</b>	
	Moulton Parish Council	<i>Monday 10<sup>th</sup> February 2020 at 19:30 at Moulton School, Moulton</i>
	Finance Committee	<i>Friday 17<sup>th</sup> February 2020 at 19:30 at Moulton School, Moulton</i>
	Special Projects Committee	<i>None scheduled</i>
	Moulton Playing Fields Trust	<i>None scheduled</i>
	HR Subcommittee	<i>None scheduled</i>

*Meeting closed at 22:10*

#### **Part B**

- There were no motions proposed or debated*