



# Moulton Parish Council

<https://moultonpc.org.uk>

## MINUTES

Meeting of **Moulton Parish Council** on **Monday 14<sup>th</sup> December 2020** via Zoom

Meeting commenced at 19:32

In attendance: Cllr A Capstick (Chair), Cllr J Harding (Vice Chair & Acting Clerk), Cllr N Jennings, Cllr J Kershaw, Cllr A Bush and Cllr le Breuilly (from 20:01)

1	<b>Apologies</b> <ul style="list-style-type: none"><li>Cllr Sophie Dillon</li></ul>
2	<b>Declarations of Interest</b> <i>No declarations of Interest</i>
3	<b>Public Forum</b> <i>No members of the public attended</i>
4	<b>PCSO Report</b> <i>No ASB reported, three reports of shoplifting, individual(s) has been banned from the store, no burglaries, no vehicle theft. No parking offences or speeding offences observed.</i>
5	<b>Minutes</b> <b>Motion: To note the minutes and supplementary document of the Parish Meeting on 9<sup>th</sup> November 2020 (circulated to members) as a correct record.</b> <i>Proposed: Cllr N Jennings. Seconded: Cllr M Boyle. Carried</i>
6	<b>Clerk's Report</b> <ul style="list-style-type: none"><li><i>The approved minutes and policies are now published on the website and on the noticeboard.</i></li><li><i>The bank reconciliation is up to date.</i></li><li><i>First tranche of FoodHub grant has been spent</i></li><li><i>PKF Littlejohn have completed their external audit; the council should note the amendments for the next financial year. I will discuss further in the Financial Section, but I am unhappy with their conduct.</i></li><li><i>Environmental Working Group FB page has been set up and control has passed to Jo and Nick.</i></li><li><i>Annual Inspection was booked for the park</i></li><li><i>The CCTV was checked for Weaver Road, and I need to produce an "Idiots Guide"</i></li><li><i>The address for statements from the parish council bank accounts have been amended</i></li><li><i>The filing cabinet of MPC has been moved.</i></li><li><i>MPFT need to supply their charity return in the next month.</i></li><li><i>Correspondence from three residents on Honeyvale Gardens about the height of the hedge has been noted and explained.</i></li><li><i>The ChALC newsletters are saved on the Vault.</i></li><li><i>HMRC have paid our VAT refund</i></li></ul>
7	<b>Administrative Matters</b> <ul style="list-style-type: none"><li>To discuss current period of absence and give council approval. <b>Motion: To approve the current period of absence for Cllr Dillon.</b> <i>Proposed: Cllr J Harding. Seconded: Cllr M Boyle. Carried</i></li><li>To discuss the Councillor Absence Policy <b>Motion: To approve the proposed Councillor Absence Policy</b> <b>Deferred until January 2021.</b></li><li>To discuss the clerk situation <b>Motion: To appoint a panel of three or more councillors to fill the vacancy that has arisen.</b> <b>Cllr J Harding, Cllr le Breuilly and Cllr N Jennings appointed to represent the council and fill the vacancy that has arisen.</b> <i>Proposed: Cllr Capstick. Seconded: Cllr Bush. Carried</i></li></ul>

	<ul style="list-style-type: none"> <li>To discuss the Vexatiousness Policy</li> </ul> <p><b>Motion: To approve the proposed Vexatiousness Policy</b>  Proposed: Cllr N Jennings. Seconded: Cllr A Capstick. <b>Carried.</b></p> <ul style="list-style-type: none"> <li>To discuss the proposed traffic calming measures for Moulton</li> </ul> <p>The consensus of the proposed CWaC plan, that the parish council have advance sight of, was as follows:</p> <ul style="list-style-type: none"> <li>Moulton Parish Council are not convinced that the village needs a large number of speed bumps or that it is the best use of a £70,000 investment; other village improvements spoken about, that was considered a better use of the investment money, included: <ul style="list-style-type: none"> <li>The junction at Brick Kiln Lane and the bypass requires improvement</li> <li>The state of a number of our road surfaces is poor</li> <li>"Flashing" 20mph signs and road speed indicators</li> </ul> </li> <li>Meadow Lane and Poplar Avenue are not roads where people have complained about excessive speed; the three roads where we have high speed vehicles reported to us are Main Road and Niddries Lane (and to a lesser extent Whitlow Lane). The council would therefore suggest that the speed bumps from Meadow Lane and Poplar Avenue are moved to Main Road, covering a section from Beehive Corner to Travellers Rest/School Lane/Whitlow Lane junction.</li> <li>The parish council also asked if there was any new Highways survey or evidence to suggest that the village required such measures, that could be released to the council, so we could appreciate why the unitary authority wanted to do this. The unitary authority is required to conduct a public consultation before proceeding with the proposal, and the parish council expects that this will now take place.</li> </ul>
<b>8</b>	<b>Planning</b>
	<ul style="list-style-type: none"> <li>No planning applications have been received; one withdrawn</li> </ul> <p>The council noted the two resolved applications in the parish that were received after the agenda was published.</p>
<b>9</b>	<b>Financial Matters</b>
	<ul style="list-style-type: none"> <li>Consider the income and expenditure received to date</li> <li>Cllrs Harding and Capstick to detail the payments to be made and income received</li> <li>External Audit</li> </ul> <p>The council received the results of the external audit during November. The finding came as a surprise, as the analyst who had inspected the parish council was satisfied with our explanation, but was overruled by his senior colleague. PKF Littlejohn did not seek further explanation from the council as they were too close to the statutory deadline.</p> <p><b>Motion: To accept the financial report</b>  Proposed: Cllr Capstick. Seconded: Cllr Jennings. <b>Carried.</b></p>
<b>10</b>	<b>Renovation and Maintenance of Moulton Green Spaces</b>
	<ul style="list-style-type: none"> <li>Discussion on the annual inspection of Moulton Park.</li> <li>Update on the CCTV on the park</li> <li>Agree location for the bench</li> </ul> <p>Cllr Bush has requested that the Weaver Road play area is added to a regular inspection regime. Cllr Jennings will be convening a Special Projects committee to discuss the three CCTV quotes received and make a recommendation to the council in January. An additional post will probably be required. Cllr Capstick will arrange for the bench to be moved from the bottom of Beechfield to the park.</p>
<b>11</b>	<b>Subcommittee Reports</b>
	<ul style="list-style-type: none"> <li>Environmental Working Group (09 Dec 2020)</li> </ul> <p>Cllr Kershaw presented the outcome of the EWG meeting in December:</p> <ul style="list-style-type: none"> <li>Wildflower update; our new wildflower has been added to the One Acre Meadow wildflower map</li> <li>A blue heart signs will be made for the wildflower garden</li> <li>No environmental angle on the proposed traffic calming measures</li> <li>Comment on the RSB proposal, and discussion to engage with our local MP</li> <li>The Facebook page has been created and Cllr Kershaw requested a training course</li> <li>NCR5 is still obscured by a hedge.</li> <li>No response from local councillor about restricting light pollution from street lamps during the night.</li> </ul> <p>Cllr Bush asked to add the Olio food waste initiatives</p>
<b>12</b>	<b>Regent Street Backs</b>
	<ul style="list-style-type: none"> <li>Discussion on the current progress of the Regent Street Backs regeneration</li> </ul> <p>Cllr Capstick presented the progress on Regent Street backs; Jigsaw have the planning application ready to be submitted to Cheshire West and Chester and are awaiting the completion of the due diligence process by both parties' legal team. Once the application has been submitted, the community will be notified on the planning application number for referencing.</p>

<b>13</b>	<b>Chairman Report</b>										
	<ul style="list-style-type: none"> <li>• Cllr Capstick</li> </ul> <p><i>Cllr Capstick reported it had been a quiet month at the end of a bizarre year. A recent litter-picking exercise generated sixteen bags of rubbish. A local business The Crow's Nest Café, working with the Parish Council, have kindly agreed to supply hot drinks to the participants of the future litter pick. Shortlisted applicants for the handyperson have been made and will be interviewed in January before the next council meeting</i></p>										
<b>14</b>	<b>Councillor Reports (three minutes each)</b>										
	<ul style="list-style-type: none"> <li>• Cllr Boyle</li> </ul> <p><i>Park Lane/Niddries Lane is a tight bend; question for Highways whether this can be improved.</i></p> <ul style="list-style-type: none"> <li>• Cllr Bush</li> </ul> <p><i>Weaver Road continues to be popular; the auto-closing mechanism is not present.</i></p> <ul style="list-style-type: none"> <li>• Cllr Harding</li> </ul> <p><i>None</i></p> <ul style="list-style-type: none"> <li>• Cllr Jennings</li> </ul> <p><i>The Christmas Tree on the green adjacent to the village hall is at a 30-degree angle. Further communications were reported to the Police. Special Projects Committee to discuss the quotes received for the garden services. Cllr Jennings noted the recent legal judgement between Mrs Sampson and Brockenhurst Village Trust, regarding the use of a MUGA, and asked if the comments from the judge could protect against complaints made against our facility.</i></p> <ul style="list-style-type: none"> <li>• Cllr Kershaw</li> </ul> <p><i>There are no tree lights on the park. Cllr Jennings and Boyle to sort.</i></p> <ul style="list-style-type: none"> <li>• Cllr LeBreuilly</li> </ul> <p><i>None</i></p>										
<b>15</b>	<b>Data Protection</b>										
	<ul style="list-style-type: none"> <li>• Cllr Harding to update the council to the FoIA and GDPR requests received</li> </ul> <p><i>None</i></p>										
<b>16</b>	<b>AOB</b>										
	<i>None</i>										
<b>17</b>	<b>Summary of Actions</b>										
<b>18</b>	<b>Note the currently scheduled dates of the next meetings</b>										
	<table border="1"> <tr> <td>Moulton Parish Council</td> <td><i>Monday 11<sup>th</sup> January 2021 at 19:30 at Moulton School, Moulton or via Zoom</i></td> </tr> <tr> <td>Finance Committee</td> <td><i>TBC</i></td> </tr> <tr> <td>Special Projects Committee</td> <td><i>None scheduled</i></td> </tr> <tr> <td>Moulton Playing Fields Trust</td> <td><i>TBC</i></td> </tr> <tr> <td>HR Subcommittee</td> <td><i>None scheduled</i></td> </tr> </table>	Moulton Parish Council	<i>Monday 11<sup>th</sup> January 2021 at 19:30 at Moulton School, Moulton or via Zoom</i>	Finance Committee	<i>TBC</i>	Special Projects Committee	<i>None scheduled</i>	Moulton Playing Fields Trust	<i>TBC</i>	HR Subcommittee	<i>None scheduled</i>
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**Close: 20:49**