Minutes of the Annual General Meeting of Littleton Parish Council held on

Monday 14 May 2018 at Chester Rugby Club, Hare Lane, Littleton.

PRESENT: Parish Councillor Clive Lovering (in the Chair) and Parish

Councillors David Brodie, Anne Stockdale, Bettie Gilliatt,

Caroline Marrison Gill and Hilary Davies

IN ATTENDANCE: CW&C Councillor Stuart Parker

18/24 APOLOGIES FOR ABSENCE

Apologies for absence were received from PC Rob Boulton

18/25 ELECTION OF CHAIRMAN

RESOLVED: That Councillor Clive Lovering be elected Chairman for the

ensuing year

18/26 ELECTION OF VICE-CHAIRMAN

RESOLVED: That Councillor Caroline Marrison Gill be elected Vice-Chairman

for the ensuing year

18/27 MINUTES OF THE PREVIOUS MEETING

RESOLVED: that the Minutes of the Meeting held on 5 March 2018 be

confirmed as a correct record subject to Councillor Caroline

Marrison Gill’s full name being recorded

18/28 MATTERS ARISING FROM THE MINUTES

1) Hedges – it was noted that some hedge cutting had been carried out and whilst this included the hedge bordering Littleton Hall it was hoped the foliage there (where the footpath was narrow) could be cut back still further. **DT**

**18/29 CASUAL VACANCY**

No one had come forward thus far so it was agreed that a further notice would be posted on the noticeboards and the vacancy leaflet would be sent to all Members so they could pass these on to potential candidates. **DT**

18/30 ROAD SAFETY INITIATIVE

Councillor Lovering reported on the continuing deployment of the SID. One of the volunteers was unable to help at the present time and Councillors Bettie Gilliatt and Hilary Davies offered to take her place so that Little Heath Lane could continue to be monitored. HD BG

18/31 PLANNING APPLICATIONS

1) 17/04127/FUL – Christleton Hall – Residential Development of 60 Dwellings etc. – it was noted that this proposed development had been refused permission by the planning authority.

2) Variation of Condition 2 on Planning Application 17/01260/FUL – 45 Tarvin Road

RESOLVED: that the Parish Council have no observations to make on

the application

3) Planning Inspectorate APP/A0665/W/17/3191791: 53 Tarvin Road – it was noted that the appeal relating to a proposed development on this property had been dismissed.

**18/32 PARISH COUNCIL FINANCES**

# The Clerk presented his customary report on the finances of the Parish Council and referred to the forthcoming Internal Audit of the Parish Council accounts for 2017/18

RESOLVED: that i) the report of the Clerk be received

ii) the salary of the Clerk be confirmed as £1776 pa

iii) Litter Warden rate of pay be confirmed as £7.20 ph

iv) the current Standing Orders and Financial Regulations

be adopted for the ensuing year

v) the Clerk be appointed Responsible Financial Officer

vi) JDH Business Services be appointed Internal Auditors

vii) insurance arrangements be via Came & Company

viii) the current Risk Assessment be adopted for the ensuing

year subject to the incorporation of SID Volunteers

The Chairman and Clerk as RFO then signed the Annual Governance and Accountability Return.

**18/33 ACCOUNTS FOR PAYMENT**

RESOLVED: that the following payments be authorised:- £

1) Clerk’s salary – April & May (less tax) 236.80

2) HMRC – PAYE – April & May 29.60

3) Typing and office services 17.50

4) Chester RFC – Room Hire – March 30.00

5) Litter Warden – 4 hours @ £7.20 57.60

6) Came & Co – Annual Insurance Renewal 330.00

7) Mid-Cheshire Footpath Soc – Annual Subscription 8.00

8) Cheshire Assn of Local Councils – Annual Subscription 170.64

**18/34 INCOME**

RESOLVED: that the following income be received:-

1) CW&C – Precept 3,500.00

2) CRUFC – Parish Field Rent 400.00

**18/35 CLERK’S EXPENSES**

RESOLVED: that the Clerk’s expenses be reimbursed in the sum of £32

**18/36** **CORRESPONDENCE RECEIVED**

Since their last meeting the Parish Council had received correspondence which included:-

Cheshire West and Chester Council – Planning notifications

Notes of Speedwatch Meeting on 18 April 2018

Cheshire Constabulary - PC R Boulton – Newsletters

PKF Littlejohn – Annual Governance and Accountability Return 2017/18

JDH Business Services Ltd – arrangements for Internal Audit

Cheshire Association of Local Councils – E Bulletins. GDPR – the impact of this legislation on the Parish Council was discussed. The Clerk was making changes to the website to ensure compliance. This would also be reflected in the way PC Minutes referred to individuals.

Litter Warden – resignation. It was agreed that there continued to be the need for a Litter Warden in the parish and that a replacement would be sought.

World Scouts Jamboree – request for funding support from a resident of Tarvin Road – Members regretted that they could not devote PC funds to individual local residents.

**18/37 CALENDAR OF MEETINGS**

RESOLVED: That the Meetings for the ensuing year be held on:-

Monday 2 July 2018

Monday 3 September 2018

Monday 1 October 2018

Monday 3 December 2018

Monday 14 January 2019

Monday 4 March 2019

Monday 13 May 2019 (AGM)

**18/38 ANY OTHER BUSINESS**

1) Pearl Lane – it was reported that Pearl Lane had been re-surfaced recently. Whilst this was welcomed there were concerns the condition of the road would encourage drivers to speed.

2) Proposed Footpath – the route of a new footpath avoiding Little Heath Road was discussed. The first step was to establish ownership of the land and Councillor Marrison Gill offered to assist with this. **CMG**

3) Hare Lane Copse – it was noted that this was getting overgrown again. The Clerk offered to do some cutting back and strimming. Councillor Brodie offered to tackle the Hogweed with weedkiller. **DB DT**

4) Vicars Cross – Councillor Brodie offered to spray the weeds on the surrounds to the cross. **DB**