**HATTON PARISH COUNCIL – MINUTES FOR MEETING 18th JANUARY 2016**

**Attendees:**

Margaret Winstanley (Chair), Julian Wrigley, Stuart Tranter, Tony Knowles, Judith Godley, Gillian Lett (Clerk), Amber Smith, Cllr Paul Kennedy

**Apologies:**

Nicky Palmer, Roger Dickin

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1. Chair welcomed members and read apologies and advised PC that Councillor Nicky Palmer had tended her resignation. The Chair thanked Nicky for her service and wished her well with her business commitments.
2. 7:30 Open Forum for Villagers – no village representation.
3. Chair proposed acceptance of Minutes for meeting 16th November 2015. Acceptance proposed by JW, seconded by ST and approved by all.
4. Update on Actions Arising;
	1. GL confirmed completion of Risk for FYE 31 March 2016. 2015 Accounts uploaded by TK to old PC website. GL to forward copies to Liz Wareing for upload to new Village website.
	2. Owner of existing website to ensure a redirect is added to refer to new website. TK to take forward closure and redirect message on existing website.
	3. JW confirmed all Theatre trip actions completed.
	4. Decision to be made by Councillors at next meeting whether individual photos to be submitted by all, or Group photo to feature on new website. All Councillors to advise preference on individual or group photo at February meeting.
	5. ST updated PC on broadband upgrade. Work between HVPIG (DJ), JW and ST has ascertained that BT are definitely not offering the higher speed connection to the new cabinet at the Cat & Lion to the village centre. It appears that they have drawn the line at around the junction of Hatton Lane/Pillmoss Lane as speeds decrease the further you are away from the cabinet. As even a relatively small increase in speed may be welcomed in the village centre, it is recommended that the PC write to BT asking why they are not offering this.

PK to write to his Cheshire regional contact on behalf of residents and escalate service failure to BT. ST to liaise with PK.

* 1. Local contractor feels lack of expertise given phone box is listed item. RD contacted specialist company with replacement door costed at £256 + delivery, excluding fitting. As extent of damage not known. RD to forward photos of damage to company for more precise repair cost.
	2. To be covered within Financial Due Diligence Report.
	3. GL provided update of training event, in summary all supporting papers to be published in line with Agenda. GL to contact Julie Pickles to detail exactly what supporting papers need reporting.
	4. Feedback to Warrington Way organisers completed by GL.
	5. No action re. Barn owls.
	6. Completed.
	7. GL confirmed that ChALC advise there is no requirement for cheques to be signed in front of all Councillors. All completed cheques require cheque book stub to be initialled.
	8. Replacement Auditors to be considered for FYE 2017 as BDO automatically already on standby for 2016.
	9. Completed.
	10. Repaint of road lines reported. GL to contact Sharon Walls for update/to progress.
1. GL reported on Correspondence received in last 3 weeks.
	1. **National**
		1. Invite for nominations for Buckingham Palace Garden Party May 2016 for long-serving Councillors. PC unanimously agreed JW to be nominated. GL to advise ChALC.
		2. Parish Council elections due May 2016. JW to contact Alison McDonald for advice on process.
	2. **Regional**
		1. Neighbourhood Annual Report received detailing projects completed in the Region. GL to forward to RD for consideration of HVPIG projects.
		2. Cheshire Blue Light report, Warm Zone report and Sensory & Telecare leaflet received. GL to forward to LW to add to website.
		3. Training schedule from ChALC. GL to forward to all Councillors.
		4. Response letter from David Mowat MP regarding Boundary review. PK advised Prayer/Early Day motion entered by DM, expected to be heard and whipped vote. Slight chance of changing outcome. Date of motion to be heard 29th January – review will then be made or not in 40 days. Once candidates for new ward appointed, PC to invite each to future PC meetings.
		5. Schedule of Works received with no impact on Hatton reported.
	3. **Local**
		1. Resignation of Nicky Palmer. Vacancy Notice to be added to website and notice board Tuesday 19th January. GL to add to Notice Board and forward to LW to add to website.
		2. Invitation to meet with John Dwyer, Police Commissioner 2 February. GL to send polite decline as HVPIG meeting with him end of February.
		3. Number of burglaries taken place and sighting of men near local residents house reported. To be taken forward by HVPIG at above meeting.
		4. Local resident reported excessive traffic to WBC. Response of report findings detail no excessive traffic when assessed, but an increase evident when roadworks impact locally.
		5. Couple of complaints received regarding excessive noise from Hatton Pub & Grill over Christmas period, one on school night. PC discussed issues and agreed noise level reduced following complaints made. No further action required.
		6. Sign at Goose Lane damaged. GL reported to WBC but not yet repaired. GL to contact Natalie Pilling to progress.
		7. Tyres dumped on Summer Lane. Reported and collected by WBC.
		8. Objection to extension to Creamfields sent by number of residents. Declined as did not incorporate any Licensing Objectives.
2. GL forwarded printed copy of proposed Standing Orders for adoption by PC at February meeting.

Pre-cept now falls due. JG proposed that a standard increase of 2% be imposing annually unless shortfall occurs or a review deemed necessary. It was unanimously resolved that this increase be implemented with immediate effect. Expected income £2,204. GL to advise WBC for 2016/17 pre-cept.

Budget set and approved for 2016/17;

Clerk Wages £1,316

Stationery £50

Insurance £260

Audit £120

ChALC £97

IT renewal £300

Server Fee removed as website now owned by village not PC.

Total £2,143

1. JG presented an update of Action Plans within the Hatton Village Plan (on behalf of Roger Dickin, Chair, HVPIG) to PC (copy attached);
	1. Communications –WBC require £55 to undertake review on whether proposed new notice board requires planning permission, due to location near listed building. It was resolved that the fee be paid to ensure a definitive answer.
	2. It was resolved that the Budget for website development be increased by £50 to incorporate additional fees. GL to amend Monthly Financial Report for February.

Hatton Life newsletter working very well.

Film Club annual licensing falls due. With fee higher than previous year, there was an expected shortfall of c.£100 across the year. JG proposed acceptance of the shortfall given that the event was reaching a different audience in the village and worth supporting. MW seconded. It was resolved that the license be paid - £401.70 inc VAT for period 2/2/16 to 2/2/17.

* 1. Services – Rural/Home Watch to be resurrected – to be discussed at meeting with Crime Commissioner, PSCO and 2 further Police representatives (24th Feb). Researching Bulk Purchase Scheme.
	2. Transport & Road Safety – meetings with PSCO completed and speed checks to be undertaken once training completed on equipment. Meeting with Crime Commissioner completed and open meeting arranged for 24th February.
	3. Environmental – JG requested minor amendments be made to Monthly Financial Report, namely; Budget for Spring Bulbs be amended to include Seeds; Ground Maintenance – Spreader/Feed and Maintenance be amended from Common to Central Verges; Levelling of grass verge amended to Common. Contact made with WBC to ascertain when verge cut to be completed so other village activities can be arranged around this cut.
	4. JG proposed a second Bank Account linked to the PC’s main account, with same signatories, in order to bring easier, timely and clearer processes for the use of non-statutory funding. In the first instance, this would support the work of the HVPIG in delivering the agreed outcomes in the Hatton Plan Action Plans that were agreed following two extensive consultation exercises with all villagers. Transactions to be incorporated within Accounts and audited as usual. Seconded by JW and approved unanimously by PC.
1. JW advised new plans submitted for Eco House. Previously declined by WBC, with application not supported by PC. Printed details of application reported to PC. Decision to be made by 4th February so vote must now be progressed. JW gave background to application. Applicant had attended previous PC meeting to discuss what could be done to amend proposal. New plans detail property set further back on site with fruit tree planting to front. No change to property proposed. PC discussed whether site should be classified infill and not green belt given locality.

It was resolved that the new application does not address the issues presented at last application and that the property is not in-keeping with the village. Acknowledging general feedback from residents both in support and against the proposal a vote was taken; 2 – no objection; 3 – objection made as per last review. JW to feedback to AB.

1. GL provided Monthly Financial Pack to date, details to be published alongside Minutes. Wages cheque to be signed £202.32 to 20 January 2016.
2. Website now live and feedback positive. External training has been provided, but Clerk email address still requires additional work as still reporting as limit being exceeded. TK/ST to take forward, with ST taking responsibility going forward.
3. JW provided update as AS left meeting due to time. Date set for 12th February 2016 and flyers sent out. Full payment for 19 tickets made. Coach cost estimate £255 with £100 deposit paid. PC cost for event £616 equating to £32.42 per person. JW to request reimbursement for full cost of the coach at February meeting. Agenda to be amended with Youth Matters moved earlier in meeting.
4. Nothing proposed.
5. Funding application submitted for new IT equipment under Transparency Code. Awaiting response from ChALC.
6. The final details of the HS2 route for the North Western leg (HS2 Phase 2b) are planned to be announced in November 2016. Although controversial to many surrounding areas the outline route does not present a physical impact on either Hatton or the centre of Warrington. However the impact on train services from central Warrington is of course of great interest and WBC are actively engaged via both the HS2 and “Transport for the North” projects.
7. Already covered within Correspondence.
8. ST advised the PC that local resident Joan Foster has requested a speed limit be considered for Pillmoss Lane, currently unlimited. PK advised contact be made with Mark Tune to request review and propose 30 limit in line with associated roads. GL to action.
9. Next meeting proposed for 15th February 2016 at 7:30pm (every 3rd Monday of the month excluding August and December).