**HATTON PARISH COUNCIL – MINUTES FOR MEETING 16th NOVEMBER 2015**

**Attendees:**

Margaret Winstanley (Chair), Roger Dickin, Julian Wrigley, Stuart Tranter, Gillian Lett (Clerk), Amber Smith, Cllr Paul Kennedy

**Apologies:**

Nicky Palmer, Tony Knowles, Judith Godley

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1. Chair welcomed members and read apologies.
2. 7:30 Open Forum for Villagers – no village representation.
3. Chair proposed acceptance of Minutes for meeting 19th October. Approved by all.
4. Update on Actions Arising;
	1. GL confirmed action of sending Risk Assessment to relevant parties and Accounts through to TK for uploading on to website. GL to follow up if not updated.
	2. GL presented the content of the new Diary system to the PC alongside new Monthly Accounting Pack.
	3. Process in place for MW to forward Agenda to GL, who will remove actions from Noticeboard copy to make it easier to residents to read.
	4. ST had forwarded copy of contract to GL for recording as per Transparency Code.
	5. RD confirmed partial completion of Transparency Code Funding request.
	6. ST/TK were unable to attend Broadband meeting, but noted it was more a sales event than information based.
	7. RD confirmed that the owner of the current website is required to ensure there is a re-direct to new website once launched. RD to take forward with TK.
	8. Article re proposed Theatre trip provided and further actions required. PC agreed proposed date of Thursday 18th February 2016 (half term holidays). (1) JW/AS to speak with Box Office and refer proposed date to MW. (2) MW to request advice from Selwyns Travel re proposed time to depart Hatton for Lowry. (3) Once details held JW to arrange ad hoc distribution of leaflet.
	9. It was agreed that all Councillors will forward their own photos to the Clerk who will forward to TK to be added to website. (1) All Councillors to arrange their own photos and forward to GL. (2) GL to forward once all received.
	10. Broadband upgrade has not resulted in increased speed offerings to the village centre. RD to introduce ST to HVPIG Services Group to take forward together. JW also volunteered assistance.
	11. MW advised work to phone box outside Ian Naylor’s expertise given specialist work required. Correspondence received by Clerk from BHF and BT regarding adoption of old phone boxes and their maintenance. RD to look into options and report back. Article to be written for Hatton Life once work completed.
	12. GL confirmed that HPC able to use Lewis Carroll Centre indefinitely by kind approval from Rev. David Felix.
	13. ST confirmed issue re Creamfields tickets no longer applicable as it is related to the ability to transfer rather than to obtain tickets for personal use.
5. GL reported on Correspondence received in last 3 weeks.
	1. **National**
		1. No National correspondence received.
	2. **Regional**
		1. Report of ChALC AGM received. 3p increase per electorate in the Affiliation Fee for 2016 to be implemented. Based on 2015 figures this represents annual subscription fee for 2016 of £96.95. JG to consider this increase as part of pre-cept review due January 2016 as directly impacts.
		2. SLCC/ChALC Training Session regarding Website Development, Social Media and Transparency Code to be run 18th Wednesday 2015. GL to attend. RD to confirm attendance if available.
		3. All submissions made regarding WBC Boundary Review now reportable on WBC website. Link <http://www.lgbce.org.uk/current-review/north-west/cheshire/warrington-unitary-authority-ua>
		4. Cheshire Community Action emailed to advise submission papers for Community Pride 2016 to be sent in the forthcoming weeks.
		5. Latest meeting date for Development Mgmt Committee set for 18th November. No applications for Hatton included.
		6. Cheshire Fire Authority forwarded Draft Integrated Risk Management Plan for thoughts and comments. GL has forwarded email to Services Team within HVPIG.
	3. **Local**
		1. Lymm Runners Warrington Way 40 mile ultramarathon run completed 7th November. Feedback from PC/residents requested from organisers. (1) signs on Common left up the following day, (2) remnants of taping around lampposts still left up. GL to report back to organisers.
		2. MW reported on Creamfields Post Event feedback meeting. Large Number of people/Councils attending. Main issues: 91) Cat & Lion post not manned resulting in cars down Hatton Lane and being turned away down Pillmoss Lane and used as dropping off area. Reports of festival goers urinating. To be looked at going forward. (2) Request for gantry – request to be considered. (3) MD Cream to look at making tickets more accessible to villagers. (4) villagers requested entrance from Hatton Lane (South). Agreed should not have to walk round to North entrance. (5) Noise – increased this year, particularly on Saturday evening. Strong language heard during daytime. Asked for moderation to language for future events.
6. RD presented an update of Project Plan to PC;
	1. CSA – complete in Action Areas. RD to help implement process of passing cash from HPC to HVPIG.
	2. Communications –website live date proposed for 2nd January 2016. Hatton Life newsletter working well. New noticeboard/information board progressing – locations to be decided.
	3. Transport & Road Safety – meetings with PSCO and Crime Commissioner arranged.
	4. Services – Rural Watch to be resurrected. Researching Bulk Purchase Scheme.
	5. Environmental – thanks to WBC for completing extra verge cut. Bulb planting completed and bird boxes purchased/distributed. GL to advise JG where barn owls recently believed to have lost nest due to felled tree.
7. JW advised no further update re Planning.
8. Clerk produced new Monthly Accounting Report comprising Budget review against pre-cept and discretionary spend; Bank Reconciliation; Breakdown of expenditure to date. To be reported on website as part of Minutes.
	1. Staff wages cheque signed £117.03 to 25th November 2015.
	2. Balance re coach to Manchester Markets signed £215 (£80 already paid).
	3. Reimbursement cheque signed for poppy wreaths £40.98.
	4. Payment re Film Club annual licence to be added to January 2016 Agenda for approval.
	5. GL to ask JG if cheques >£100 have to be signed in front of PC as part of Transparency Code.
	6. GL to ask ChALC if external Auditors required under Code.
9. Nothing further to report as covered in HVPIG update..
10. Already reported within Actions.
11. Updated contact details to be added to noticeboard / website confirmed by those in attendance. GL to confirm contact details of Cllrs not in attendance and add to website/noticeboard.
	1. Whilst pleased with litter pick results, the question of why these are necessary was raised. (1) WBC do complete litter picks but insufficient for the level of litter left in the area, (2) surrounding areas pay an employee to litter pick, (3) litter pick is a diminishing resource within WBC and likely to be cut further.
	2. It was questioned whether line in the road on the corner by the ginnel required repainting. GL to request WBC to review lines.
	3. W Lamb has volunteered to lift the Jubilee Plaque and place a further plinth underneath to raise it up. PC approved and thanked Wilson for his kind offer.
	4. Very good feedback received re Halloween from villagers.
12. Government funding available to support PC’s with income <£25k. **Proposal to apply made by MW, approved unanimously.**
13. Item deferred.
14. Next meeting proposed for 18th January 2016 at 7:30pm (every 3rd Monday of the month excluding August and December).