**HATTON PARISH COUNCIL – MINUTES FOR MEETING 19 OCTOBER 2015**

**Attendees:**

Margaret Winstanley (Chair), Roger Dickin, Judith Godley, Julian Wrigley, Tony Knowles, Gillian Lett (Clerk), Amber Smith

**Apologies:**

Nicky Palmer, Councillor Paul Kennedy, Stuart Tranter

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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 28 September. Approved by all.
4. Update on Actions Arising;
   1. Stretton and Walton PCs have advised Chair of their acceptance of Operation Shield. Chair proposed all 3 PCs apply together for funding support with payment made to each PC and relevant costs forwarded to Regional Police. All supported proposal.
   2. Chair thanked JG for production of Hatton PC’s objection to Boundary Review.
   3. GL confirmed relevant training material and contract currently with ST for completion.
   4. JW has written to WBC regarding signage – no response to date.
   5. GL produced ChALC guidelines for retention of papers. To be implemented across all relevant areas.
   6. Litter Pick event notice on board and website prior to event. Minutes reported on board/website in line with guidelines, but Agenda fell short of 3 clear days notice on board. RD recently attended Cheshire Community Action Awards with Hatton Village being recognised for 3 awards; **Runner Up – Best Kept Village (<400 population); Highly Commended – prestigious Community Spirit Award; Little Gem – Sankey Lane Bus Shelter**
   7. Lymm Runners has accepted the alternative site (corner of Queastybirch near Jubilee memorial). Additional request to place portable toilet approved by all members.
   8. Sample Risk Assessment not received by JG, RD and MW – **GL to resend.**
   9. Budget for essential spend received by GL.
   10. Last 3 years audited accounts approved to be published on website. **GL to forward figures to TK to be added to website. Additional pages require scanning before being added.**
   11. RD copied HVPIG report and Project Plan to members for discussion.
   12. AS confirmed discussions re pantomime/show trip taken place with CSA.
   13. JW confirmed WBC laptop can be made available to Clerk for PC use. Laptop entrusted to GL.
   14. Clarification provided as to content of Annual Diary of Events (remembrance, insurance, annual subs, etc.) – **GL to produce Diary for November meeting.**
   15. New style Agenda rolled out by MW and in place for October meeting. **Once Agenda received from MW, GL to ensure copy for noticeboard does not include Actions.**
   16. GL produced requested report of total expenditure to date. **GL to produce monthly update against pre-cept Budget.**
   17. - s) covered under later Agenda items.
   18. **ST to report back at November meeting.**
   19. Matter now closed. No further PC action.
5. GL reported on Correspondence received in last 3 weeks.
   1. **National** 
      1. Latest date for Transparency Funding received – 13 December 2015. **RD to complete application for approval at November meeting.**
      2. BHF offering funding programme for public access defibrillators. Not deemed appropriate for Hatton given lack of public hall/community building.
   2. **Regional** 
      1. Invitation to Rural Superfast Broadband event 31 October received via ChALC – **TK to evaluate benefit and attend if necessary.**
   3. **Local**
      1. Notice of complaint under Environmental Protection Act 1990 received relating to 37 Goose Lane. No PC action deemed necessary given complaint following set procedures by WBC.
6. RD expressed his total admiration for the HVPIG and presented an update of Project Plan to PC;
   1. Communications – draft website rolled out and content approved by all. 5 responses received from latest Hatton Life newsletter.
   2. Transport & Road Safety – due to recent change in personnel no further update given.
   3. Services – currently investigating mobile signal and bulk purchase of fuel.
   4. Environmental – extra verge cutting agreed by WBC. Local residents to assist with additional cuttings. Style of lighting deferred until Spring ’16 as bulb replacement scheme recently completed by WBC.
   5. CSA – clear definitive objectives set and being progressed. A working party has been formed to assess the feasibility of a local community facility. Total synergy with HVCA established with existing Group to be incorporated within new HVPIG.
7. JW advised no further update re Orchard House. Resident to meet with Warrington Mayor and article placed in Hatton Life, with 1 response received. No further update until Appeal plans formally received by WBC.
8. Clerk produced a breakdown of total expenditure to date. Bank balance across current/reserve accounts £20,206.84. Breakdown of expenditure to date gives resultant balance of £19,983.19 (£223.65 difference relating to cheques written but not yet presented).

JG requested the creation of a monthly financial statement showing mandatory expenses against pre-cept and separately show other costs/expenses against Creamfields monies. Both Ledger balances should then match Bank funds, bringing transparency to monies held and proposed spend approved by PC. **GL to produce amended report to be presented to PC on a monthly basis.**

* 1. Halloween Budget of £50 previously approved by PC. MW requested increase of £30 – revised total £80. Proposed by JG, seconded by RD and approved by PC.
  2. JW proposed replacement of tree on common. Total budget for planting previously approved by PC at £200 – approved within this agreed Budget.
  3. Insurance renewal received by Clerk and now falling due - £243.80. Approved within previously agreed Budget for Essential Expenditure (increase in Insurance from £130 to £260 and corresponding reduction in IT renewal of £130 from £400 to £270).

1. Request for website items to continue to be forthcoming. **RD to liaise with HVPIG Comms Team and TK to pick up with LW directly to ensure old website address automatically redirects to new website.**
2. AS presented findings on upcoming shows. Proposal for young Villagers to Visit to Shrek the Musical at The Lowry, Manchester in February 2016 for 50 people - £32 per ticket exc coach costs (£1,600).

Estimated total cost £2k. Cost reduction discussed with negotiated proposal to support funding of £1,200 (est. Coach cost £350 + 50% subsidy in ticket price). PC voted with 4 x approval; 1x against. Tickets to be made available to all Villagers with preference to households with children.

NB: Lowry offering 1 free ticket for every 10 sold.

**RD to assist AS in producing article for Hatton Life and progress matters.**

* 1. MW requested PC approval for HPC page of new website. Minor amendments made and article approved by PC.
  2. **All PC members to have their photos taken at next meeting for website.**
  3. Contact details to be updated and added to noticeboard / website.

1. Failure of recent BT work to speed up Broadband to Village discussed. **ST to escalate this key issue, firstly to Paul Kennedy and further as necessary.**
2. Due to vandalism to Telephone Library PC agreed to potential repair work (box damaged and books burned). **(1) MW to request quote for maintenance work from Ian Naylor, (2) RD to write article for Hatton Life outlining usage for Library, (3) RD and JG to liaise with Ron Beever to re-energise Library.**
3. Next meeting proposed for 16 November at 7:30pm (proposing every 3rd Monday of the month excluding August and December). **GL to check dates previously confirmed by Lewis Carroll Centre are still available for c. next 12 months.**