**HATTON PARISH COUNCIL – MINUTES FOR MEETING 15th FEBRUARY 2016**

**Attendees:**

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

**Residents:**

David Jones

**Apologies:**

Rev. David Felix

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1. Chair welcomed all, read apologies and advised PC that Councillor Tony Knowles had tended his resignation, due to work commitments. Tony has offered his assistance and support with ongoing matters and the Chair thanked him for all his hard work and wished him well for the future.
2. 7:30 Open Forum for Villagers – no questions put forward.
3. Chair put forward acceptance of Minutes for meeting 18th January 2016. Acceptance proposed by JG, seconded by ST and approved by all.
4. **Actions Arising**
   1. GL confirmed up to date Accounts uploaded to new website.
   2. A redirect is required from old website to new site. ST to take forward closure and redirect message on old PC website.
   3. Councillors approved individual choice to upload photos to website, with short commentary to support. All Councillors to forward photos and short bio to Clerk by COB 22nd February. GL to collate and forward for upload.
   4. ST updated PC on broadband upgrade, as reported within Point 11 of this report. ST to continue to liaise with PK.
   5. RD reported that he had viewed a specialist restoration company’s offering in repairing public phone boxes and that there were a number of options available. It was resolved that PC contact local contractor to establish if he wishes to undertake restoration work. RD to action. Further Action: Viability of phone box/library to be added to March Agenda.
   6. Clerk advised all supporting papers (correspondence, planning, finance, any other material reports) must be made public prior to PC meeting. It was resolved that all papers are to be made available 3 working days prior to future PC meetings. All Cllrs/Clerk to ensure any papers to be discussed are to be made available 3 working days prior to meeting.
   7. Noted and actioned.
   8. Repaint of road lines reported and chased. Currently within 10 day turnaround. GL to report on progress.
5. **Youth Matters**

MW thanked AS and JW for organising the outing to Shrek the Musical with PC agreeing that it had been a success. AS proposed a further outing would be welcome with similar numbers attending (19).

1. **Correspondence**

Clerk reported on all relevant correspondence received, with additional folder made available to Councillors containing additional correspondence.

* 1. **National** 
     1. Community Pride Award 2016. It was resolved that Hatton participate again this year. Refer 10 b). RD to take forward entry.
  2. **Regional** 
     1. David Mowat MP raised concern over Boundary review within Parliament. Overruled with changes to be implemented May 2016. JG produced article from South Warrington News stating a suggestion for ‘fresh parish elections in 2017’. PK advised that this did not sound feasible and likely a reporting error.
  3. **Local**
     1. Cream application for additional day (Thursday) approved despite local objection.
     2. Local resident request to approach Cream for additional donation given increased impact on village. Refer Point 16.
     3. Flooding on Warrington Road. Clerk had requested Cllr PK to intervene given lack of progress and continued flooding. Contact at senior level made by PK with progress now being made. Clerk to report back to PC march 2016.
     4. Resident Andrew Bradbury corresponded with PC in respect of decision not to support proposed Eco house within village. Copy of correspondence made available to PC within Correspondence folder.

1. **Clerk Matters**

Copy of proposed Standing Orders provided to Councillors at January meeting. It was resolved that Standing Orders are adopted by PC. Approved by all. Action for Clerk: Matters regarding Declaration of Interests and Risk Assessment to be added to March Agenda. AGM set for 16 May 2016.

1. **Hatton Village Planning Implementation Group**

RD and MW thanked HVPIG members for their hard work, with RD presenting an update of Action Plans (copy available from Clerk), noting;

* 1. Village Welcome plan now in situ.
  2. Noticeboard – in course of being ordered.
  3. Additional new planters in situ. Chair thanked RD and resident Richard Roseby for their valuable input.
  4. Village Hall Feasibility Group – given potential funding requirement from PC / external grants it was proposed that the Feasibility Group report to PC with their findings. DJ advised that the group were likely to have a proposition for review by March 2016 and therefore it was resolved that the position be reviewed at next meeting. To be added to March Agenda.
  5. Residents meeting with Crime Commissioner, PSCO and further Police representatives to take place 24th February. PC requests residents to attend and air their concerns regarding the village, encompassing rural/home watch; speeding; HGVs and other issues raised recently. Councillors requested to raise profile of meeting within village.

1. **Planning**

JW advised no new planning requests reported. Letter sent to WBC following PC decision on Eco House with update on decision awaited.

1. **Finance**
   1. JG advised No 2 Bank Account now open via which the HVPIG plan will be delivered. New account to be used from start of the new financial year.
   2. Community Pride Award fee - £40.00 proposed by JW, Seconded JG, approved by PC. Cheques signed at end of meeting; Clerk Salary £142.03; new parish noticeboard (50% payment) £780.00, prior to Council Grant.
   3. Communications group has produced an annual diary for village events. JG proposed 20% of Cream monies i.e. £1k be allocated to this group for delivery of future events. RD seconded. It was resolved that this money be allocated, subject to donation being received from Cream. First payment to be transferred 1st April 2016.
   4. Clerk delivered review of Monthly Accounts (copy available by request from Clerk) and Bank Reconciliation. Request made to ensure any finance requests in March are cleared by Financial Year End, 31 March 2016. AS to request invoice from Andrew Smith asap.
   5. Clerk confirmed receipt of £945 funding within Transparency Code compliancy initiative. It was resolved that limit of £400 extended to incorporate Printer/Scanner, Cartridges, Memory Sticks, Secure Cabinet. Clerk to produce list of IT needs for approval by RD/ST to ensure timely compliance.
2. **Website/IT Report**

As reported in previous Minutes, BT is not offering higher speed connection to the whole of Hatton, despite claiming it has been a success. No further work to be undertaken in this area, however the further a resident is away from the cabinet it is apparent that they do not receive sufficient b/band strength for ISP’s to offer an improvement (8mb seemingly the key strength required before an upgrade is being offered). PK confirmed he has been in contact with BT on a regional basis and also asked Cllr David Mowat to raise the issue in Parliament, although DM is currently on leave. ST to continue to liaise with PK.

Consideration given to raising issue with local press, however considered prudent to pursue other alternatives first.

RD proposed that a new Clerk email address be registered due to continuing problems (MW Seconded). Request to be placed with same company hosting new village website (TSO). To be financed within Transparency Code fund. ST to progress.

1. **Parish Councillor Recruitment**

Resident David Jones (HVPIG Lead - Services, Support - Transport) declared interest in joining PC, within statutory recruitment process. MW proposed DJ, RD Seconded. Clerk to register application with ChALC/WBC and progress.

1. **Hatton Life Articles**

MW proposed articles to be included in next newsletter/website;

PC recruitment – MW to produce

Shrek – AS to write review of Shrek outing

Insight to how Hatton PC is funded / how PC operates – JG to produce article for March

Recent flooding on Warrington Road – MW to produce

New noticeboard / planters

1. **Transparency Code**

Covered within Point 10 e).

1. **Boundary Review**

Boundary review completed with implementation May 2016. Once new ward Councillors appointed PC is to write, PC to invite each to future PC meetings and outline strategy for rural communities.

1. **Councillor / Resident Issues**

MW advised that a request had been received from a resident proposing PC approach Cream for an increased donation given the additional impact on the village with a further day being approved. Whilst acknowledging the rationale behind the proposal, it was resolved that a decision be deferred until the next event takes place when discussions could be taken forward, if necessary. PC agreed that current donations are being proactively utilised under the HVPIG umbrella to improve the village/community spirit via all age-encompassing events.

RD raised email communication from Stuart Evans, Daresbury regarding increasing HGVs utilising village roads (reference BBC article on Appleton). HVPIG to progress escalation of issues, particularly given associated villages concerns. PK advised Joanne Evans, WBC as a contact who has undertaken work previously in this area.

RD advised he recently undertook a litter pick with his wife, along which he was picking up litter on Warrington Road, within Walton’s Parish. Clerk to write to Walton PC and try to co-ordinate litter pick events to improve overall regional outlook. JG to contact WBC to request a litter pick along Daresbury Lane, given village volunteers are covering a lot of village roads already.

ST requested that the ongoing request for a speed limit to be considered for Pillmoss Lane be added as an Agenda item going forward. Clerk has previously reported to WBC with chaser sent on progress. Item to be added to Agenda item for review in March.

1. **Next meeting**

21st March 2016 at 7:30pm (every 3rd Monday of the month excluding August and December).