**Final minutes of Hatton Parish Council held at The Lewis Carroll Centre, Daresbury Lane, Daresbury on Monday 16th April 2018 at 7.30pm**

**Present**  **Apologies**

Margaret Winstanley

Stuart Tranter Julian Wrigley

Brian Axcell Kathy Merrett

Dave Jones

Judith Godley

Roger Dickin

Amber Smith

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|  |  | **Action** |
| **B180** | **Welcome/Apologies**  Apologies received as above |  |
| **B181** | **Open Forum for Villagers to speak to councillors with concerns/suggestions etc.**  No villagers being present the Chair continued with the agenda |  |
| **B182** | **Acceptance of minutes**  The minutes of the previous meeting were amended as follows and then accepted.  B165: 2nd para should read:  ‘understanding that after ***a maximum of*** two years’  B171 Item 1 Bullet 2 Pay CCA subscription should read:  ***‘Pay Chalc Subscription - ChALC, as the Council Association is the body who support Cheshire CC’s. JG raised that their focus is not often on our area; Clerk was to write to ask for their comments on this as it did question our continued membership. We agreed to pay for this year and future years was to be dependent on their response.***  B174 add to end of point  ***All agreed to proceed talking with WBC and the supplier. Financial approval would be sought once total costs were known and it would be added as an agenda item.***  B176 add  ***RD to write a piece on gateway progress***  Chair signed as a true record. |  |
| **B183** | **Declarations of interest**  There were no declarations of interest. |  |

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| **B184** | **Internal Audit**  MW confirmed that the PC no longer have to undertake an external audit with the BDO. However, we do have to do a rigorous internal audit. We have been given some guidelines on what we need to do. Philippa Lovell was contacted to see if she would be the internal auditor but at the moment she does not have capacity to do so. A former PC Clerk for Daresbury was approached but unfortunately he was unable to undertake the internal audit. Barbara Parratt who works for WBC has been approached again as she undertook the internal audit last year and has agreed to do it again this year.  MW also said we have to confirm we are making ourselves exempt from the external audit and will be undertaking the internal audit by 11th June 2018  RD suggested meeting up with MW/EM to bring together information for submission | **EM** |
| **B185** | **Actions** **arising from previous minutes**   1. Asset Review – RD confirmed this had now been completed 2. Website space – ST is to arrange to meet with LW regarding content management. He will then look at the website space. 3. Letter to Howell & Co re tenant complaint – MW confirmed a letter to the letting agent had been sent. EM confirmed that as yet there was no reply. The situation will be monitored | **ST** |
| **B186** | **Creamfields**  Nothing to report although there is another meeting planned this month. MW will report back | **MW** |
| **B187** | **Chair Matters**  **Roles & Responsibilities** – MW asked if those who had not yet sent details to do so to EM by 30th April in time for the next meeting. RD suggested sending an email out to everyone as a reminder. | **EM** |
| **B188** | **Youth Matters**  Nothing to report |  |
| **B189** | **Broadband/IT Matters**  Broadband – ST reported no change to the current situation. The last communication from Connecting Cheshire was April and Open Reach cannot yet give a time.  IT matters – ST confirmed that the he had renewed the security software on the laptop.  RD reported he has arranged a meeting with Open reach for the people who are affected coming down from Walton. He will report back. | **ST**  **RD** |

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|  |  | **Action** |
| **B190** | **Clerk Matters**   * ChALC – a discussion followed on whether or not to renew this subscriptions as a lot of the information provided by Chalc did not include Warrington. It was felt membership of the SLCC may be more appropriate – EM to check the cost and what is available with membership and report back. * Creamfields Annual Payment review – a brief discussion followed but it was felt that until the PC have a specific project in mind that may require funding then no further action was required. However, this should be reviewed each year. MW proposed and all agreed. * HPC Standing Orders & Financial Regulations – following on from the last meeting all amendments had now been made and copies circulated prior to this meeting. These were agreed and the Chair signed off at the meeting. | **EM** |
| **B191** | **Correspondence Report**   1. Items not forwarded via email CCA subscription – this was authorised for payment 2. ChALC – as per previous item **B190** |  |
| **B192** | **Planning Report**  MW confirmed she had attended this meeting in JW’s absence. The meeting was attended by a representative from the Local Parish Councils who came together to discuss how to pay for a Consultant to put together ideas on how to object to the local plan. It was agreed that it would be based on precept so in terms of Hatton the cost would be in the region of £160.00. This was proposed by RD and seconded by ST. |  |
| **B193** | **Traffic Issues**  RD gave a brief update on the Gateways. He had forwarded the details on to the resident who had offered a financial contribution and confirmed it was still something they wanted to support although they were slightly disappointed with the design. With that in mind RD went back to the suppliers to ask for a quote on a different design and he showed members the different designs. He confirmed the style he had in mind would cost an additional £180. The PC agreed to the additional cost. |  |
| **B194** | **Finances, including Financial Monthly Report**  EM had circulated the monthly financial statement. The closing balance at the end of March stood at £22,951.01. |  |
| **B195** | **Approval of Parish Council items for Hatton Life/website inclusion items**  Dog Fouling – JG to do an article  Silverstone – ST to do an article  Hatton Fun Day and CSA Meeting – MW  L Parkin - RD | **JG**  **ST**  **MW**  **RD** |

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|  |  | **Action** |
| **B196** | **Council Issues**  Complaint re Footpath number 3 – Goose Lane to Warrington Road. JG reported the matter had now been resolved and confirmed the styles had been taken down and have been replaced with gates.  JG also confirmed there was now no water on Hatton Lane, however this has thrown up another problem regarding drainage. A meeting is to take place and JG will report back.  JG confirmed John Jackson will do the shrub pruning this month. | **JG** |
| **B197** | **Any other business**  MW suggested inviting the new PCSO for Hatton to one of the Parish Council meetings. MW to confirm to EM who the PCSO is and his email address | EM |
| **B179** | **Date and time of next meeting**  21st May 2018 AGM at 7.00pm followed by PC meeting at 7.30pm  The meeting closed at 8.50pm |  |