**Final minutes of Hatton Parish Council held at The Lewis Carroll Centre, Daresbury Lane, Daresbury on Monday 19thMarch 2018 at 7.30pm**

**Present**  **Apologies**

Margaret Winstanley Stuart Tranter

Julian Wrigley Brian Axcell

Dave Jones

Judith Godley **In attendance**

Roger Dickin

Kathy Merrett Robin Brocklehurst

Amber Smith

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|  |  | **Action** |
| **B160** | **Welcome/Apologies**Apologies received as above |  |
| **B161** | **Open Forum for Villagers to speak to councillors with concerns/suggestions etc.**No villagers being present the Chair continued with the agenda |  |
| **B162** | **Acceptance of minutes**The minutes of the previous meeting were accepted. Chair signed as a true record. |  |
| **B163** | **Declarations of interest**There were no declarations of interest. |  |
| **B164** | **Village Hall Feasibility update**MW had previously circulated the latest Hatton Village Hall feasibility group report. Following further discussion at the meeting RD proposed setting up a joint meeting with 2 members of the parish council, 2 members from the feasibility group and interested parties. This was seconded by JG and all agreed. MW to arrange a meetingMW thanks RB for the update and he then left the meeting. | **MW** |
| **B165** | **Hatton PC – the way forward.** Following on from the last meeting MW asked members if they had any ideas they wished to put forward. KM noted that everyone seemed to fall into areas of responsibility and suggested a review of roles/areas. KM also suggested perhaps a rotating chair annually or no chair to continue for more than 2 years.RD confirmed he was comfortable being the Chair next year. Then whoever takes vice-chair it would be on the understanding that after a maximum of 2 years they become Chair. The group agreed this should be part of the Standing OrdersRD said would it be sensible for those who have a clear role to document what they do. MW asked for each person to document what their role entailed and to forward to EM for the next meeting. At the AGM in May we could then re-align roles. | **ALL PC MEMBERS** |
| **B166** | **Actions** **arising from previous minutes**1. Planings – Goose Lane – JG confirmed some work had been done. The PC to thank Adam Goodall for his help and send a thank you card to David Hough
2. Asset Review – RD to prepare list
3. Internal Auditor – 3 options at the moment John Henry, Philipa Lovell or David Parratt – waiting costs from John Henry – other two to be approached.
4. Water on Hatton Lane – JG confirmed she had met with Trevor and he has agreed work to clear the blockage
5. Website space – ST had looked at this and has now concluded that the Website content is using the space
6. Raise theft of bulbs – RD wrote to Gary Skentelberry - **Actioned**
 | **MW****RD****MW****ST** |
| **B167** | **Creamfields**Nothing to report – yet again another meeting has been cancelled as there was nothing to report |  |
| **B168** | **Chair Matters**Internal Auditors – EM has written to John Henry (internal auditor who had been recommended by Walton PC). He has asked for the PC expenditure and we are now waiting for a cost for undertaking the Audit. MW has spoken to Gill Lett to ask for details on how to contact Philipa Lovell & David Parratt has not yet been approached. |  |
| **B169** | **Youth Matters**Nothing to report |  |
| **B170** | **Broadband/IT Matters**Space allowance on web/email hosting platform – space allocation still over the allowance after email clean up. ST will look at website space as part of handover from Liz Wareing Broadband - Connecting Cheshire have re-iterated the likely availability of new cabinet to be April 2018. ST has also chased Openreach and is awaiting reply. | **ST** |
| **B171** | **Clerk Matters**1. Monthly action calendar
* Effectiveness of internal control and risk assessment reviewed and minuted – now have fire proof cabinet & back up planning in place
* ‘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.
* Shrub pruning – JG due to contact John Jackson
1. Review of
* HPC Standing Orders – were reviewed and amendments were proposed by MW and seconded by JG
* Review of Financial Regulations for HPC – amendments proposed by RD & seconded by DJ
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|  |  | **Action** |
| **B172** | **Correspondence Report**1. Items not forwarded via email - All correspondence received had been forwarded via email

EM passed a poster to MW to be displayed on the noticeboard for the Easter Egg Hunt at Millennium Green, Appleton on 24th March 2018 | **MW** |
| **B173** | **Planning Report**Eco House – JW commented that things may be moving on this.JW confirmed he attended the Local Plan Working Group on 12th March to interview potential planning consultants. There were 3 consultants interviewed, Kirkwells, Walsinghams & John Groves. However, it was unanimously agreed to appoint John Groves to the Local Plan Working Group after a superb presentation subject to funds being garnered. His costs would be in the region of £16.5k. There were some suggestions on how funds should be raised and there is a crowdfunding exercise about to be undertaken and the money will be given to the lead PC, Grappenhall & Thelwall. No contracts have been entered into as yet. MW is to attend the next meeting.  |  |
| **B174** | **Traffic Issues**KM confirmed PCSO Steve Parr is stopping down. Discussion took place about acknowledging the work done by Steve with Hatton PC and it was suggested a thank you note and possibly a bottle of wine to give to him possibly at the Hatton Fun DayMW confirmed she had received information on Radar guns and speed signs and had forwarded to KMRD – Village gateways – revised quotes and drawings were presented to the meeting by RD. The quote was at last year’s prices of £2614.54 + £120 for fixings and installation totalling £2734.54. RD asked if he could proceed as he believed this was the only Company who produce these types of gateways and therefore the normal 3 quotes required as per the Standing Orders would not be possible. 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. |  |
| **B175** | **Finances, including Financial Monthly Report**EM had circulated the monthly financial statement. The closing balance at the end of February stood at £22,942.81. JG asked if EM could send her a scanned copy of the monthly statement for the number 2 account – this was agreed | **EM** |
| **B176** | **Approval of Parish Council items for Hatton Life/website inclusion items**Golf day out – JG to do an updateJW to write a short piece re South Warrington Parishes getting together re LDPLitter Pick – JG to do an articleRD to write a piece on gateway progress | **JG****JW****RD** |

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|  |  | **Action** |
| **B177** | **Council Issues**A number of complaints had been received regarding the revving of a motorbike in the early hours of the morning. The PC agreed to send a letter to the letting agent complaining about the level of noise and speed through the village | **MW/EM** |
| **B178** | **Any other business**No further business |  |
| **B179** | **Date and time of next meeting**16th April 2018 at 7.30pmThe meeting closed at 9.30pm (apologies from KM & JW) |  |