**Final minutes of Hatton Parish Council held at The Lewis Carroll Centre, Daresbury Lane, Daresbury on Monday 25th June 2018 at 7.30pm**

**Present**  **Apologies**

Roger Dickin Judith Godley Amber Smith

Brian Axcell Kathy Merrett Dave Jones

Margaret Winstanley Julian Wrigley

Stuart Tranter

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|  |  | **Action** |
| **C021** | **Welcome/Apologies**    Apologies received as above |  |
| **C022** | **Election of Vice Chair**  Discussion took place on the election of a vice chair. JW proposed MW remain as interim vice chair until 7th August 2018 – this was seconded by KM. |  |
| **C023** | **Open Forum for Villagers to speak to councillors with concerns/suggestions etc.**  No villagers being present the Chair continued with the agenda |  |
| **C024** | **Acceptance of minutes**  The minutes of the previous meeting were read and accepted. Chair signed as a true record. |  |
| **C025** | **Declarations of interest**  There were no declarations of interest. |  |
| **C026** | **PCSO Matters**  PCSO Phil Wilkinson did not attend the meeting. It was suggested that a full list of meeting dates be sent to him and he was asked to report in advance of the meeting if there was anything he would like to raise | **EM** |
| **C027** | **Actions** **arising from previous minutes**  1. Website Space - ST reported he had been looking at the hosting arrangements which currently were quite basic. He proposed upgrading the agreement which would cost £35+VAT – MW seconded  2. Annual Governance Statement & Annual Financial Return – RD confirmed this had been completed and submitted to the new Auditors, PK Littlejohn by the agreed time. RD thanked Elaine for all her hard work meeting this deadline.  3 CCTV Traffic Survey – Rd confirmed he had spoken to the Company who had commissioned this survey, which was Liverpool Airport. There was nothing untoward but RD confirmed it would have been helpful had the PC been aware it was taking place. It was suggested a letter was sent to David Boyer (WBC) asking if in future the PC could be advised when such surveys were taking place. | **ST**  **RD** |
| **C028** | **Councillors Roles & Responsibilities – Year 2018/2019**  After a brief discussion it was agreed that RD would circulate what had already been submitted so that members could update/amend and return back to Elaine within 2 weeks | **RD/EM** |
| **C029** | **Creamfields**  MW confirmed that at a recent meeting it had been agreed car passes would be issued early and there would be 2 per household with a facility to request more. There would also be a mini bus to take residents back and too. Security issues remain the same as last year and MW reported that she had asked for the Cat & Lion to be manned at all times. It had been agreed security would be present until 8pm on the Monday, after which time this then falls to the Police. MW confirmed a further meeting had been arranged for 19th July 2018. |  |
| **C030** | **Chair Matters**  Nothing additional to what is itemised on the agenda. |  |
| **C031** | **Youth Matters**  Nothing to report |  |
| **C032** | **Broadband/IT Matters**  ST read out to the meeting his article for Hatton Life giving an update on the current Broadband situation. Everyone thanked ST for all the hard work he had put in on this matter. |  |
| **C033** | **Clerk Matters**  1 Monthly Action Calendar - discussion took place and amendments to the calendar were agreed. New Calendar to be issued at the next meeting  2 SLCC – Membership was agreed and cheque to be issued.  3 Shopmobility - £25 donation was agreed – cheque issued. | **EM**  **EM**  **EM** |
| **C034** | **Correspondence Report**   1. Items not forwarded via email - none 2. VPX – requesting donation – the PC felt the letter requesting donation was not clear and were unsure of what it was aimed at. |  |
| **C035** | **Planning Report**  Nil to report. JW confirmed he would be attending another meeting on 10th July and would report back | **JW** |
| **C036** | **Traffic Issues**  KM reported that funding was still an issue for CSW equipment which required calibrating and putting back together. The equipment is owned by WBC. EM said she would contact WBC to ascertain the cost for repair.  KM said there were no other traffic issues to be addressed. RD confirmed repeater signs had been signed off and were on order. RD to check where this is up to. | **EM**  **RD** |
| **C037** | **Finances, including Financial Monthly Report**  EM had circulated the monthly financial statement. The closing balance at the end of May stood at £24,965.56. JG confirmed she would send all receipts from the No2 account to Elaine & forward details of transactions for the account on a monthly basis.  RD thanked JG for the hard work she had done with that account |  |
| **C038** | **Approval of Parish Council items for Hatton Life/website inclusion items**  The following articles were agreed   * Broadband update – ST * Hatton Fun Day – MW * Golf – JG * A thank you to Dave & Andy for all the work they have done | **ST**  **MW**  **JG** |
| **C039** | **Council Issues/Resident issues**  Nil to report |  |
| **CO40** | **Any other business**  Best Kept Village – KM confirmed she had not received anything  Agenda – RD suggested changing the format of the agenda and gave examples – this was agreed by all. |  |
| **C041** | **Date and time of next meeting**  23rd July 2018. The meeting closed at 8.59pm |  |