**Final minutes of Hatton Parish Council held at The Lewis Carroll Centre, Daresbury Lane, Daresbury on Monday 23rd July 2018 at 7.30pm**

**Present**  **Apologies**

Roger Dickin Judith Godley

Brian Axcell Amber Smith Kathy Merrett

Margaret Winstanley Dave Jones Julian Wrigley

Stuart Tranter

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|  |  | **Action** |
| **C042** | **Welcome/Apologies** Apologies received as above |  |
| **C043** | **Open Forum for Villagers to speak to councillors with concerns/suggestions etc.**No villagers being present the Chair continued with the agenda |  |
| **C044** | **Acceptance of minutes**The minutes of the previous meeting were read and accepted. MW proposed, ST seconded. Chair signed as a true record. |  |
| **C045** | **Declarations of interest**There were no declarations of interest. |  |
| **C046** | **PCSO Matters**PCSO Phil Wilkinson did not attend the meeting. However, he did confirm there had been no reported crime to the Police for Hatton in the last month. |  |
| **C047** | DJ attended the meeting and announced that he would have to tender his resignation as he was moving out of the Parish. RD thanked him for all the hard work he had done for the village and his work on the parish council and everyone wished David well.RD confirmed a vacancy for a Parish Councillor would need to be actioned - EM**Actions** **arising from previous minutes**1. EM to write to PCSO re report in advance of meeting – EM confirmed this had been done
2. Upgrade of website hosting arrangements – ST confirmed this was on-going and asked for it to be kept on the agenda so he could update. ST to contact LW with regard to social media (twitter/facebook) to determine if she still wants to keep this updated.
3. Letter to WBC re future surveys – RD/EM to pick this up
4. New monthly calendar to be presented in agenda item C049 – EM presented
5. SLCC Membership & donation to Shopmobility – EM confirmed cheques had been issued and Hatton were now members of the SLCC. CHALC had been informed that Hatton would not be renewing their membership.
6. Letter to WBC re CSW equipment repair – EM confirmed she had been in touch with Jamie Fisher at WBC re the Speed Gun. He confirmed speed guns had been purchased in the past by WBC to help out the Police but no maintenance/repair contract had been entered into. He has asked for details on the type of gun and manufacturer and he will look to see if there is someway the gun can either be repaired or replaced. EM confirmed she had written to KM with this information.
7. Repeater signs – update - RD confirmed this was being progressed.

JG requested that Environmental Issues be put as an agenda item. RD confirmed he would be amending the agenda to reflect current roles and ran briefly through the changes. These were agreed. | **EM****ST****RD/EM****RD** |
| **C048** | **Chair Matters**Nothing additional to what is itemised on the agenda. |  |
| **C049** | **Clerk Matters**1. Agree action from monthly calendar – EM presented updated calendar (circulated prior to meeting) and this was agreed.
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| **C050** | **Finances including Financial Monthly Report**EM had circulated the monthly financial statement. The closing balance at the end of June stood at £24,527.80.ST presented an invoice for the domain renewal £25.18 – cheque for re-imbursement was agreed.JG confirmed £850.00 had been raised from the Hatton Fun Day. It was suggested that £350.00 was donated to “Combat Stress”. ST proposed, JG seconded – this was agreed. |  |
| **C051** | **Correspondence Report**Hatton Lane Structural Maintenance – Notification of Highway Works – EM circulated letter received from J Turton, WBC. |  |
| **C052** | **Councillors Roles & Responsibilities – Year 2018/2019**Discussion took place around the generic parish council role forwarded by KM. RD suggested some amendments and this was agreed. RD to actionDiscussion followed regarding the role of the vice chair and whether a vice chair was required – EM to check and report back. For the moment the role would continue on a rolling basis. | **RD****EM** |
| **C053** | **Creamfields**MW confirmed it had been agreed car passes would be issued early and there would be 2 per household with a facility to request more. Security issues remain the same as last year and MW reported that the Cat & Lion to be manned until 8pm on the Monday, after which time this then falls to the Police. MW had been in contact with the bus company to check if they will still be running throughout the Creamfields event but as yet they have not come back. The helpline will be open until 8pm and will continue a few days after the event. There are no further meetings planned. RD thanked MW for her continued attendance at the meetings. |  |
| **C054** | **Youth Matters**AS thanked everyone involved on the Fun Day and reported that all the children had said they enjoyed it and it was nice to see all the village taking part. |  |
| **C055** | **Broadband/IT Matters**ST suggested the agenda item should be renamed to IT/Connectivity Matters. This was agreed.ST confirmed the website had been down since weekend and that there were issues with SPAM. The exposure seems to be linked to the comment forum and therefore measures have been put in to stop comments and put captures on. RD reported he had confirmation from Open Reach regarding Broadband and this was moving forward. |  |
| **C056** | **Planning Report**RD reported 2 matters on behalf of JW - Local plan meeting for July was postponed & Planning application – if anyone wants to comment to WBC let JW know, there is enough time to form a response. |  |
| **C057** | **Traffic Issues**Nil to report.Boundary gates – RD has spoken to John Barnes who has confirmed style, size and layout of gates. Council will provide signage.Environmental Issues - JG reported there had been a number of complaints regarding the Commemorative Plaque situated on the common and would follow this up.JG also confirmed she would be contacting the Council regarding the verge cutting to see if it was possible for this to be carried out before Creamfields.JG reported that due to the weather ‘dead heading’ had become quite difficult and said she would prepare an article encouraging people to help out where they could | **JG****JG****JG** |

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| **C058** | **Approval of Parish Council items for Hatton Life/website inclusion items**The following articles were agreed* Article re walking & dead heading JG
* Golf Away Day – JG
* Advertising for Councillor
 | **JG****JG****RD** |
| **C059** | **Council Issues/Resident issues**AS mentioned that she had been approached regarding Defibrillator maintenance – JG confirmed Hatton have a managed service with the Community Heartbeat Trust to maintain our facility. JG carries out formal monthly checks on the defibrillator and reports back to CHT via a website reporting system. If there were any issues JG would work with them to resolve.In terms of the notice on the defibrillator inside the cabinet - it had been attached by the NW Ambulance Service and it is there to remind medics to take the defibrillator with them if it is used.Our managed service means that we will receive a replacement until our own has been checked over and battery levels assessed. Our defibrillator is post coded so that it will come back to us and JG is the contact with the Ambulance Service. It is also DNA marked to help us if it is stolen. |  |
| **CO60** | **Any other business**Agenda item – Community & Sport activity |  |
| **C061** | **Date and time of next meeting**24th September 2018.  |  |