**Final minutes of Hatton Parish Council held at The Lewis Carroll Centre, Daresbury Lane, Daresbury on Monday 15th October 2018 at 7.30pm**

**Present**  **Apologies**

Roger Dickin Judith Godley Brian Axcell

Julian Wrigley Stuart Tranter Kathy Merrett

Margaret Winstanley

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|  |  | **Action** |
| **CO81** | **Welcome/Apologies** Apologies received as above |  |
| **C082** | **Open Forum for Villagers to speak to councillors with concerns/suggestions etc.**No villagers being present the Chair continued with the agenda |  |
| **C083** | **PCSO Matters**PCSO Phil Wilkinson did not attend the meeting and had not sent a report as previously requested. EM to raise with PCSO and line manager | **EM** |
| **C084** | **Declarations of interest**There were no declarations of interest. |  |
| **C085** | **Acceptance of minutes**The minutes of the previous meeting were read and accepted. ST proposed, JG seconded. Chair signed as a true record |  |
| **C086** | **Actions** **arising from previous minutes**1. Upgrade of website hosting arrangements – reminder to go on annual calendar – EM reported she had added this to the Annual Calendar for September
2. Wreaths for Remembrance Sunday ordered & Renewal of Insurance Policy EM confirmed wreaths had been ordered and would be delivered to MW and insurance policy had been renewed. Discussion took place on Remembrance Services and MW confirmed she would go to the church & RD the memorial.
3. Confirmation of receipt from charity Combat Stress – JG reported she had still not received confirmation of receipt in writing and would pursue again – to be brought forward to next agenda
4. Speed Gun repair – EM awaiting response from KM
5. Monthly report of speeding statistics from PCSO – EM to request this again from PCSO
6. Gateway update – RD reported gateways are orders. Jamie Fisher has confirmed there was no need for a site visit at the moment until the gates are due to be installed. RD to update via email when time frames are known
 | **EM****EM****RD** |
| **C087** | **Clerk Matters**1. Monthly Calendar – Budget Balance Report – A brief discussion followed and it was agreed EM to update the budget against the precept figure and also remove the figure of 2% on the monthly calendar
 | **EM** |
| **C088** | **Finances including Financial Monthly Report**EM had circulated the monthly financial statements. The closing balance at the end of September stood at £29,352.41. Chair thank Councillors for their prudence to date, enabling reserves to be built up. |  |
| **C089** | **Correspondence Report**EM confirmed all correspondence received had been circulated via email. Parish Council Vacancy – RD confirmed there had been some interest and he would respond via email thanking them for their interest and potential next steps. |  |
| **C090** | **Technology Matters – Lead ST**ST confirmed he had received some feedback to the Hatton article and also reported a possible problem with the website statistics. ST to investigate and report back | **ST** |
| **C091** | **Environmental Matters – Lead JG**Winter Tubs – replanted except for 3 outliers which are still looking colourful. Plants are ready to go in when others go off.Noticeboard is in a poor state but come spring this may need to be sorted out. JW suggested asking Richard to look at it and he also offered to help.Roads – JG reported she had contacted the council to ask if they could let the PC know when they intended to close roads due to work being carried out as the PC need to let people know. Also JG to contact the council re debris left by workmen eg cones, signs etc. |  |
| **C092** | **Planning Matters – Lead JW**Eco house – JW confirmed a letter had been circulated to everyone. They are intending to start work shortly as soon as planning consent has been received.Oak Tree Barn Suite 7, application withdrawn – JW confirmed a further planning application has been submitted to change the opening hours from 8am-4pm to 7.30am-8pmSWPC Local Planning Group – John Groves met with Michael Bell from WBC to advise of the establishment of the local planning group and told them they wanted to be advised on issues. WBC were non-comital. A draft local plan is likely to be established in December or early next year. The intention of the group is to set up a series of meetings with the general public so they can object/debate issues as they arise. There may be a series of meetings to inform local residents of the major issues relating to them.Stobart Application – is now tied in with the proposed development. However, it was agreed to write to the C/E of WBC to advise that the application be delayed until the local plan is issued. The next meeting is due to take place on 12th November 2018. |  |
| **C093** | **Transport/Road Safety – Lead KM**Nil to report. |  |
| **C094** | **Community/Social Activities/Village Communications/Creamfields – Lead MW**Halloween – MW reported this was on track and additional volunteers had offered to help set up.Chester Trip – 10 tickets sold so far.Carol Singing will go ahead on 15th December 2018.Hatton Arms have talked about having a brass band – MW to touch base with them.Village Communications – MW suggested thanking Liz Wareing formally and all councillors agreed and wished their thanks to be recorded. RD said he would prepare an article for Hatton Life.Communication – MW said she was concerned no-one was checking the emails received on Hattonvillage@gmail.com – RD to ask LW for passwordCreamfields – MW confirmed she had received some feedback from RD & KM and asked if anyone had any further feedback before she sent details to John Probyn.Film Club – CSA recommended that the film club would no longer run given the financial commitment. This was agreed unanimously. | **MW****RD****RD** |
| **C095** | **Youth Matters**Nil to report – it was agreed to add to the next agenda Youth Representative recruitment.  | **EM** |
| **C096** | **Chair Matters**PC Liaison Meeting – RD confirmed he attended this meeting and fed back on a number of issues. One issue in particular was the presentation around parish precepts. RD confirmed the presentation dealt with how the council calculated the tax base, how it would affect Parishes for the coming financial year and the process going forward.Vision Statement – a brief discussion followed and it was decided to defer this to the next meeting when it would be decided if the PC wanted to pursue this |  |
| **C097** | **Approval of Parish Council items for Hatton Life/Website inclusion items**1. Advertisement for Youth Rep – RD
2. Article thanking LW for all her work - RD
3. Advert for Christmas Trip - MW
4. Mobile Survey - RD
5. 11/11 – Daresbury Church Remembrance and Memorial tree wreath laying
6. Blighty Club – MW
7. Repotting of shrubs - JG
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| **C098** | **Councillor issues or Resident issues previously raised with Councillors directly**No issues |  |
| **C099** | **Date and time of next meeting**19th November 2018 at 7.30pm  |  |