**Final minutes of Hatton Parish Council held at The Lewis Carroll Centre, Daresbury Lane, Daresbury on Monday 15th April 2019**

**Present**  **Apologies**

Roger Dickin Judith Godley Kathy Merrett

Stuart Tranter Paul Molphy P Wilkinson, Cheshire Police

Margaret Winstanley Brian Axcell Julian Wrigley

**In attendance**

Carl Palmer

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|  |  | **Action** |
| **C187** | RD introduced Carl Palmer to the meeting and suggested he do his presentation before the rest of the meeting commenced. Carl then gave a brief outline of his proposal. |  |
| **C182** | **Welcome/Apologies**    Apologies received as above |  |
| **C183** | **Open Forum for Villagers to speak to councillors with concerns/suggestions etc.**  No villagers being present the Chair continued with the agenda |  |
| **C184** | **PCSO Matters**  PCSO P Wilkinson was unable to attend the meeting but reported as follows:  Crime    Nil  ASB       Nil  Speed enforcement carried out on Hatton Lane 26/03/2019 10:30 – 11:30   34 x vehicles checked in both direction Highest Speed recorded 35 mph.  Warrington Lane 26/03/2019 11:45 -12:30 23x vehicles checked in both directions Highest speed 32mph.  JG reported that she had emailed PW to say how surprised she was that the statistics from SID differed from the statistics he had provided. She asked for him to use the speed gun when they get around the bend and reported that for 2 nights the Speed van had been on Hatton Lane |  |
| **C185** | **Declarations of interest**  There were no declarations of interest.  As residents of Hatton, we all have an interest at different levels for Creamfield. We are all able to take advantage of their offers and this is covered by a blanket declaration as confirmed by WBC Democratic Services. |  |

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| **C186** | **Acceptance of minutes**  The minutes of the previous meeting were read and accepted JG proposed MW seconded. Chair signed as a true record. |  |
| **C188** | **Actions** **arising from previous minutes**   1. Website content – ST reported he was still working on integration of Facebook with website. MW/ST to test 2. Gateways – RD reported he had spoken with Jamie Fisher and they were agreeable to moving the gateways but would not accept responsibility for any damage that may occur. He also asked if someone could indicate the exact position for them to be moved too. MW proposed JW to look at this 3. Questionnaire – MW confirmed it had been circulated but as yet only 4 responses had been received. RD asked MW to organise collection. A brief discussion followed and it was agreed all questionnaires should be collected by 28th April 2019. MW would then prepare a database of responses. 4. Effectiveness of internal control & risk assessment reviews & minuted – circulated by RD 5. Thank you letter to David Tate & Richard Roseby – done 6. Insurance details re housing of lawn mowers – defer to next meeting | **ST**  **JW**  **MW**  **EM** |
| **C189** | **Vision Statement**  Deferred to the next meeting. | **EM** |
| **C190** | **Clerk Matters**  Monthly calendar   1. Review of Creamfields Annual Payment – discussion around the annual payment took place and it was decided no further action was necessary at this time. Item to stay on monthly calendar for next year. 2. Review of HPC Standing Orders & Financial Regulations – these were accepted 3. Prepare    1. All transactions or expenditure over £100 (ex VAT) - RD/EM to prepare    2. Prepare end of year accounts – EM to prepare & then meet with RD    3. Prepare annual Governance Statement – RD/EM    4. Identify internal Auditor & arrange for Audit to take place in May – EM confirmed Audit would be undertaken by Mrs B Parratt & would arrange a date with her    5. Review Roles & Responsibilities of Councillors – EM to forward copies for members to review | **EM/RD** |
| **C191** | **Finances including Financial Monthly Report**  EM had circulated the monthly financial statements. The closing balance at the end of February stood at £28,010.32 |  |
| **C192** | **Correspondence Report**  EM confirmed all correspondence received had been circulated via email.  EM also reported that she had received the LTP Plan and would keep it in the office if anyone wished to look at it |  |
| **C193** | **Technology Matters – Lead ST**  Mobile signal – ST confirmed he had raised a complaint with EE regarding the mobile signal on Goose Lane. EE reported there was no problem. ST now intends to take this further and asked for postcodes for other areas. ST asked JG to contact EE regarding her signal and said if the report came back the same ie no problem then he could take this to Ofcom. MW said we needed to be mindful that Creamfields would be erecting the mobile mast shortly | **JG** |
| **C194** | **Environmental Matters – Lead JG**  JG confirmed Richard & Martin did a litter pick and all the litter collected has been collected by WBC.  No action as yet re the removal of Ivy on the “stop/give way” sign as you walk up Daresbury Lane. JG to follow up  MW forwarded email from Ian Tickle who has transplanted some poppies on to Warrington Road | **JG** |
| **C195** | **Planning Matters – Lead JW**  Very little action other than Carl’s presentation. |  |
| **C196** | **Transport/Road Safety – Lead KM**  KM was unable to attend the meeting but sent the following report  Regarding traffic - data was returned from the SID - average 41 mph, nearly 5000 cars checked with 75% over the speed limit, 40 of which were more than 60mph!  Actions:  1. I've asked for SID to be sited at the other end of the village for checks there, and also to repeat the siting on Hatton Lane to verify the initial findings. Waiting on response from Matt Kirkham, CSW coordinator Cheshire Police  2. The mobile speed camera (police) has been sited several times on Hatton Lane over the last few days to judge the problem and act as deterrent  3. Hatton CSW - now has sufficient members to start training - Jackie Staples at Roseview, Hatton Lane will be joining us for training - date to be agreed with Matt. No other new recruits have come forward following the newsletter article.  Best Kept Village application - deadline 3rd May so will need a cheque for £40 made payable to Cheshire Community Action by 29th April please. Will circulate the application in the next week or so. Are there any changes in the village since last year's application? If so forward information to KM  AOB: any orders for scout plants gratefully received! |  |

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| **C197** | **Community/Social Activities/Village Communications/Creamfields – Lead MW**  Colouring competition – MW said she would take a photo of entries and circulate to members for decision on winner. | **MW** |
| **C198** | **Youth Representative recruitment**  Nil to report |  |
| **C199** | **Chair Matters**  Results of Asset Audit – RD read out a list of assets and suggested this was reviewed at the next meeting – Agenda item – EM  It was noted the noticeboard required some attention in the bus shelter & JG offered to tidy this up. JG  It was also noted that the main noticeboard needed updating and would need re-varnishing once the weather was better. ST agreed to do this.  RD confirmed that this meeting was his last meeting as chair this year.  He went on to say after a great deal of thought, having chaired various village groups continuously for the past 6 years he has come to the decision that he will not put himself forward for the position of chair in the coming year. | **EM**  **JG**  **ST** |
| **C200** | **Approval of Parish Council items for Hatton Life/Website inclusion items**   1. Competition winner – Easter Egg Comp - MW 2. Golf day – JG 3. Silverstone -ST 4. Fox in the back garden | **MW**  **JG**  **ST** |
| **C201** | **Councillor issues or Resident issues previously raised with Councillors directly**  None |  |
| **C202** | **Date and time of next meeting**  20th May 2019 – 7pm AGM followed by HPC meeting at 7.30pm |  |