**Final minutes of Hatton Parish Council held at The Lewis Carroll Centre, Daresbury Lane, Daresbury on Monday 20th May 2019**

**Present**  **Apologies**

Roger Dickin Stuart Tranter

Paul Molphy P Wilkinson, Cheshire Police

Margaret Winstanley Julian Wrigley

Kathy Merrett

Judith Godley (attended 2nd half)

Brian Axcell

|  |  |  |
| --- | --- | --- |
|  |  | **Action** |
| **D001** | **Welcome/Apologies** Apologies received as above |  |
| **D002** | **Open Forum for Villagers to speak to councillors with concerns/suggestions etc.**No villagers being present the Chair continued with the agenda |  |
| **D003** | **PCSO Matters**Nil to report. MW suggested that we invite the PCSO to the Fun Day on 6th July. EM to send invite | **EM** |
| **D004** | **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.* |  |
| **D005** | **Acceptance of minutes**The minutes of the previous meeting were read and accepted PM proposed MW seconded. Chair signed as a true record.  |  |
| **D006** | **Review of HPC Assets**RD confirmed this had been carried out |  |
| **D007** | **Purchase/hire request for film equipment from Walton Parish Council**Following a brief discussion, the PC felt the preferred option would be to rent out the film equipment for a minimum period of 12 months. It was felt that the equipment could be kept by Walton PC to minimise transporting and possible damage with the understanding that HPC would take back the equipment as and when they required it. RD/EM to write to Walton PC with proposal and requesting dates required and suggested rental figure | **RD/EM** |

|  |  |  |
| --- | --- | --- |
| **D008** | **Actions** **arising from previous minutes**1. Website content –MW reported the Facebook/Website feed was no longer possible.
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. RD to follow up
3. Questionnaire – MW confirmed 63% of responses were “yes”, 22% “no” and the remainder “maybe”. A brief discussion followed and it was agreed to publish the results on Hatton Life with a note to say the PC were still interested in further feedback
4. Insurance details re housing of lawn mowers – JW/RD – defer to next meeting
5. EE Mobile signal – JG to contact EE - unfortunately JG’s “complaint” with EE didn’t go very far as the signal happened to be OK at the time of her call
6. Winner of colouring competition – MW reported Evie Lett was the winner
7. Tidying bus shelter noticeboard – JG – defer to next meeting
8. Tidying of main noticeboard and re-varnishing – MW confirmed she had tidied – defer re-varnishing to next meeting
 | **JW/RD****MW/KM****EM****EM****EM** |
| **D009** | **Vision Statement**Deferred to the next meeting. | **EM** |
| **D010** | **Clerk Matters**Monthly calendar* 1. Approve the Annual Financial Return – EM/RD
	2. Complete Annual Governance Statement – EM/RD
	3. Adopt HPC Standing Orders & Financial Regulations – agreed at AGM
	4. Prepare required documentation for PK Littlejohn (external auditors) – EM/RD
	5. Identify Charity donation from Fun Day proceeds – KM to source mental health charity and advise
 | **EM/RD****EM/RD****EM/RD****KM** |
| **D011** | **Finances including Financial Monthly Report**EM was unable to circulate the monthly financial statements as up-to-date details had not been available at the time of the meeting. EM to source and circulate to all members of the parish council.EM confirmed the annual subscription to Cheshire Community Action was now due (£20.00) and asked for the Council to approve payment. This was agreed. | **EM** |
| **D012** | **Correspondence Report**EM confirmed all correspondence received had been circulated via email. EM confirmed she had received an email from Gill Nightingale at Cream asking for details of what the Cream donation money has been used for. RD to forward recent article on expenditure to EM in order to respond. | **RD/EM** |
| **D013** | **Technology Matters – Lead ST**Nothing further to report. |  |
| **D014** | **Environmental Matters – Lead JG**JG was unable to attend the first part of the meeting but sent the following report 1. The Council have yet to remove the ivy from the traffic sign at the top of Daresbury Lane, and as such I have escalated to the appropriate senior officer.
2. Richard has positioned a security camera facing the recycle bins in the Pub car park and placed notices saying CCTV is in operation. It has obviously caused someone concern as they have damaged the camera. Richard has repaired and repositioned.
3. Thanks to Stuart for strimming around the plaque and the triangle. Wilson does a good job cutting the Common and the strimming finishes off the process.
4. We are collecting bedding plants from the Nursery on Friday and hope to replenish all tubs. Richard and I are preparing most tubs during this week. We need the area around the tubs on Warrington Road and Hatton Lane to be strimmed as currently it is difficult to see them.
5. A reminder - the main Noticeboard needs varnishing.
6. The shrubs on the main central verges have been pruned in line with their flowering cycles.
 |  |
| **D015** | **Planning Matters – Lead JW**Nil to report. RD reported that at a recent meeting there was talk of the possibility of declassifying Warrington Road from a B road to a C road – which would then mean traffic restrictions could be put on this road. A discussion then followed on engaging with the village regarding the Local Plan and it was suggested two “drop in” clinics be set up on 10th & 11th June where people could come along to get more information. EM to check if Lewis Carroll Centre is available. PC to meet separately prior to these dates to plan. | **ALL** |
| **D016** | **Transport/Road Safety – Lead KM**KM said there was very little to report however, Hatton CSW – are now waiting for training to take place. KM also confirmed the speed van had been in place on Hatton Lane and tickets issued. Villagers felt in general that speeding on Hatton Lane had dropped.KM also confirmed there would be some joint working with Stretton Parish Council who are working on a combined approach to speeding. |  |
| **D017** | **Community/Social Activities/Village Communications/Creamfields – Lead MW**Village Fun day will take place 6th July 2019Creamfields – MW confirmed there would be a meeting at the beginning of JulyVillage Communications – MW proposed bringing the date forward from 27th of each month. A discussion took place and it was further suggested that the Parish Council change the statutory date of their meetings to the second week in the month and asked all members to forward suggestions to the Clerk by 31st May 2019. This could then go to the next meeting for acceptance. | **ALL** |
| **D018** | **Youth Representative recruitment**Nil to report |  |
| **D019** | **Chair Matters**Old Marquee – RD confirmed no-one had yet been to collect and proposed to disposal by the end of June. This was agreed. |  |
| **D020** | **Approval of Parish Council items for Hatton Life/Website inclusion items**1. Golf day – JG
2. Planning item – RD
3. Fun Day – MW
4. Village Hall Survey update - MW
 | **JG****RD****MW****MW** |
| **D021** | **Councillor issues or Resident issues previously raised with Councillors directly**BAX confirmed there was still no response re diversion of traffic through Hatton via Western Link. |  |
| **D022** | **Date and time of next meeting**17th June 2019 –at 7.30pm. RD confirmed he would be away on this date and asked members whether they would prefer to move the meeting backwards/forward from this date or whether the Vice Chair would like to step in. To be confirmed. | **ALL** |