**Final minutes of Hatton Parish Council meeting held at The Lewis Carroll Centre, Daresbury Lane, Daresbury on Monday 10th February 2020**

**Present**  **Apologies**

Roger Dickin Robin Brocklehurst Julian Wrigley

Paul Molphy Stuart Tranter

Judith Godley Brian Axcell **In attendance**

Phil Young PCSO P Wilkinson

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|  |  | **Action** |
| **D128** | **Welcome/Apologies** Apologies as above |  |
| **D129** | **Open Forum for Villagers to speak to councillors with concerns/suggestions etc.**No villagers being present the Chair continued with the agenda |  |
| **D130** | **PCSO Matters**PCSO Wilkinson presented the following reportCrime: Criminal damage to motor vehicle, Hatton Lane, tyre slashed reported 17/01/2020Burglary dwelling - Hatton Lane between 14/01/2020 and 18/01/2020 (Possibly connected to a Burglary in Walton and Runcorn which occurred on 14/01/2020)Speed enforcement carried out on Hatton Lane on 3 x occasions, 31 activations highest speed recorded 45mph ASB: Reports of Off-Road bikes using field off Goose Lane, believed permission had been given but not for location they were given, they have been spoken to by local farmer and have been told not to return. Will monitor this issue. |  |
| **D131** | **Declarations of interest**There were no declarations of interest.*As residents of Hatton, we all have an interest at different levels for Creamfields. We are all able to take advantage of their offers and this is covered by a blanket declaration as confirmed by WBC Democratic Services.* |  |
| **D132** | **Acceptance of minutes**The minutes of the previous meeting were read and accepted ST proposed PM seconded.  |  |
| **D133** | **Matters Arising from the Previous Minutes**1. Confirmation to RB regarding joining PC & forward declaration form – RD/EMO - Actioned
2. M56/J10 Container Storage - PM to prepare draft letter for RD to sign – PM actioned and will forward to RD to send
3. Gateway signs – nil to report – item to remain on agenda but move to Chair matters
4. Website update – removal of “news” & check parish councillors – ST confirmed parish councillor details had been updated. A brief discussion took place on around the news items and it was agreed out of date news should be removed under this section. It was also noted some items under the “events” tab were out of date – ST to update. It was also agreed a note should be put on the Annual Calendar to check website every 6 months
5. Thankyou card to Crown Decorations – RD confirmed he had sent a thank you email
6. Reporting potholes to WBC – PY confirmed this had been done and WBC had confirmed any work required would be completed by the end of March – PY to monitor and report back
 | **RD****EMO****ST****EMO****PY** |
| **D134** | **Councillor Roles – short or long term view**RD asked if short term roles should be looked at up to the AGM in May, consider what could be put in place now to best serve the new Chair following the AGM, or wait until a new chair is in post and then look at roles within the PC | **ALL** |
| **D135** | **Clerk Matters****Monthly Action Calendar**1. Undertake Asset Review – RD explained what this entailed and confirmed he would review this again for this year in conjunction with someone else so they understand what is required. RB offered to help.
2. Hosting/Domain name registration (bi-annually – 2016/2018/2020 etc) – this was approved – JG Proposed, PM seconded. Cheque for £91.19 to be raised at the next meeting in March.
3. Identify Internal Auditor – Mrs Parratt has been approached and has agreed to undertake the internal audit again this year. The PC agreed a suitable gift for services – EM to organise
 | **RD/RB****EMO** |
| **D136** | **Finances including Financial Monthly Report**1. The financial report as at the end of January was £32,038.13
2. Cheque for £29.45 was agreed payable to Grappenhall & Thelwall PC in respect of recharge to HPC in relation to the SWPC Local Plain Liaison Group
3. Cheque for £385.00 was agreed for Hatton PC donation to war memorial.
 | **EMO****EMO** |
| **D137** | **Correspondence Report**Clerk confirmed correspondence received had been circulated via email. RD mentioned the Parish Council Liaison Meeting due to take place on Thursday 5th March 2020 and asked if anyone would like to attend. Confirm with Clerk | **ALL** |
| **D138** | **Technology Matters – Lead ST**ST confirmed the laptop security was due for renewal and would be looking for the best deal.ST also confirmed that the domain for Hatton pc Cheshire is due for payment of 18th February @ £14.38 & that the Web hosting & Domain for Hatton village was due in July. ST/EMO to ensure these are detailed on the Annual Calendar within the appropriate month. PM asked if the Councillors could have email accounts on the Hatton PC Cheshire domain – ST to check | **ST****ST/EMO****ST** |
| **D139** | **Environmental Matters – Lead JG** JG confirmed the fly tipping on Hatton Lane had been removed.The height of the shrub beds were discussed. It was agreed that it was time to clear the area and redo. The parish council agreed to put in place a plan to renew the shrubs and re-define the beds.  |  |
| **D140** | **Planning Matters – Lead JW**A brief discussion took place on the Parish Council’s response to the New House Farm Planning Application. The Chair asked for councillors thanks to JW to be recorded for leading on this on behalf of the PC. |  |
| **D141** | **Transport/Road Safety – Lead KM**Nothing to report |  |
| **D142** | **Community/Social Activities/Village Communications/Creamfields – Lead MW** RD said it would be good for someone to be a representative for Creamfields and attend the meetings when they take place. There is a CSA Group Meeting scheduled for the 24th February. Anything proposed could be captured in Hatton Life by the Group |  |
| **D143** | **Chair Matters**1. New House Farm – dealt with under Planning
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| **D144** | **Approval of Parish Council items for Hatton Life/Website inclusion items**It was felt in addition to submitting articles for upload on to Hatton Life – some articles could also be uploaded on to social media. This was agreed.Golf – JG Hatton Life & Social MediaProgramme of renovation – shrubs – JG Hatton Life & Social MediaPC response to planning application RD Hatton Life & Social MediaBurglaries – ST Social MediaLunches - RB Hatton LifePY asked if there was a welcome pack for new people to the village – currently there was not but PY & RD agreed to work on one | **PY****JG****RD****ST****RD****PY/RD** |
| **D145** | **Councillor issues or Resident issues previously raised with Councillors directly**None |  |
| **D146** | **Date and time of next meeting –** 9th March 2020 |  |