**Final minutes of Hatton Parish Council meeting held virtually on Monday 8th June 2020**

**Present**

Paul Molphy (in the chair) Phil Young

Robin Brocklehurst Stuart Tranter

Julian Wrigley

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|  |  | **Action** |
| **E019** | **Welcome/Apologies**    No apologies were received |  |
| **E020** | **Open Forum for Villagers to speak to councillors with concerns/suggestions etc.**  No villagers being present the Chair continued with the agenda |  |
| **E021** | **PCSO Matters**  PCSO Wilkinson sent his apologies but emailed the following report  Crimes reported: RTC on Hatton Lane 10/05/2020, motorcycle and car, daytime. Motor cyclist over the drink drive limit. Luckily no serious injuries.  ASB None reported but due to the guidelines I have made sure that I have been visible in open spaces to make sure no gatherings and people keeping social distancing. Hatton there has been largely no breaches even though there has been more foot fall and cyclists.  Speed enforcement: Has been carried out 4 times in the last month on Hatton Lane, 29 activations highest speed being 42mph.  There is also a new Police Officer for the area - Police Constable Paul Fairhurst, so you will also be seeing him in your area. |  |
| **E022** | **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.* |  |

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| **E023** | **Acceptance of minutes**  The minutes of the previous meeting were read and accepted JW proposed ST seconded. Minutes to be signed as a true record |  |
| **E024** | **Actions arising from previous minutes**   1. Potholes – PY confirmed nothing further had been actioned with regard to Warrington Road and its current condition. It was agreed to revisit this after ‘lockdown’ and to move under the Transport section of the agenda. 2. Undertake asset review – EMO had circulated previous list and asked if this could be reviewed and returned to her by 22nd June 2020 as it formed part of the AGAR return and the deadline for submission was 1st July 2020 3. Councillor email accounts on Hatton PC Cheshire domain – ST reported the hosting account allowed up to 25 mailboxes each mailbox limited to 200mb. ST felt that was adequate and suggested trialling. A discussion took place on preferred email name set up & ST confirmed he would email everyone before setting up. 4. Update on Rat situation – RB reported they had now disappeared. 5. Costings for redesign of shrub beds PY had circulated costings to members and asked for agreement to the plan in principle with a view to obtaining a second quote. This was proposed by JW & seconded by RB and all agreed. PY asked if anyone knew of any companies who could provide a second quote – JW said he did and agreed to send details to PY 6. Preparation of AGAR return – EMO confirmed this was on-going at the moment but the final submission date was 1st July 2020. 7. HPC Backups – to be stored in HPC cabinet at Sandy Lane – EMO confirmed this had been actioned. ST suggested this continue in the future. All agreed 8. File Storage Review – EMO confirmed this had been added to the monthly calendar to review in January 9. PC Vacancies – EMO confirmed vacancy had gone out to advert via WBC. It was suggested this should also be uploaded on to the Hatton website – EMO to forward advert to ST 10. Stained glass window competition – PM confirmed he had passed details to MW 11. Key Cutting – PM has identified where keys can be cut – JW to try and facilitate | **EMO/PY**  **PM/RB**  **ST**  **JW**  **EMO**  **EMO**  **JW** |

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| **E025** | **Clerk Matters**   1. AGAR return - certificate of exemption was approved by the council. RB proposed & JW seconded. EMO to complete and return to AGAR 2. Register of Members interests sent to PM, RB, PY – EMO asked if these could be completed and return to her as soon as possible.   **Monthly Action Calendar**   1. Charity donation from Fun Day proceeds – defer 2. Domain for Hatton Village.co.uk due annually on 24th July – ST to check 3. Agree the purchase of 2 wreaths for Remembrance Sunday & order – agreed by all. | **EMO**  **PM/RB/PY**  **ST**  **EMO** |
| **E026** | **Finances including Financial Monthly Report**   1. The financial report as at the end of February was £32,963.00 2. Online Banking – EMO confirmed she had applied for online banking and was waiting for username and access codes 3. New signatories for bank accounts – EMO confirmed forms had been forwarded to PM, ST & PY for specimen signatures – these need to be returned to EMO to progress with the Bank. All completed forms to go to PY – PM will collect from PY 4. Authorisation of leaving gift spend and re-imbursement – PM confirmed the cost would be in the region of £70. PY proposed, ST seconded – all agreed. | **PM/ST/PY** |
| **E027** | **Correspondence Report**  Clerk confirmed the SLCC membership was due to be renewed on 1st July. RB proposed & JW seconded – all agreed. EMO to action | **EMO** |
| **E028** | **Technology Matters – Lead ST**  ST confirmed website content had been updated but would need to update chair & vice chair details – ST to action  Mobile Signal - ST felt it was now time to look at this again and confirmed he would report back. | **ST**  **ST** |

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| **E029** | **Environmental Matters – Lead PY**     1. Common Land Benches proposal – previously discussed in ‘actions arising from previous minutes’ 2. Flower tub adoption & reimbursement – PY confirmed new plants had been put in on Warrington Road and there were two refurbished boxes available for Pillmoss Lane. It was agreed these could be placed straight away. PY to arrange. With regard to re-imbursement it was currently in the region of £66.00 however PY confirmed there were additional plants to buy and PY suggested waiting for the total cost before re-imbursement. This was agreed 3. Goose Lane footpath, Stile repair – PY reported that the responsibility for repair was that of the landowner. He confirmed the advice from WBC was that if there was no livestock it need not be replaced/repaired as long as it was accessible. PM agreed to feedback to the landowner. 4. ST mentioned the ‘Triangle’ on the common was overgrown and confirmed he would strim it.   The Parish Council also wanted to thank Richard Roseby for all his help with the flowerbeds. | **PY**  **PM**  **ST** |
| **E030** | **Planning Matters – Lead JW**   1. Local Plan – is in abeyance as the plan would require approval which would necessitate an open meeting which is not appropriate at the moment and therefore has been put back. JW will update when more is known. 2. Ratification of John Groves Consultancy commission – The PC were happy to go with John Groves – Proposed RB, seconded PY 3. Warrington Road development/machinery/agricultural storage – the original application was approved but since then the store has been repositioned and is larger. JW said he was not optimistic regarding the outcome but would oppose. 4. Goose Lane/Warrington Road Corner Houses – JW reported that there is a water main that goes directly across the site and supplies the area. It is a protected main and therefore you cannot develop over it for a stretch of 10m. United Utilities would object to the layout. Secondly the site is excluded from the settlement area so should not qualify for infill development. Any development of that land would affect the setting of the listed building (Hatton Arms). 5. JW proposed setting up a small sub-group committee (JW/PB/RB) who would approve the response submitted by John Groves on behalf of the PC for the purpose of getting a response to WBC for the two applications by 12th June. This was agreed 6. New House Farm Development – No Further development on this since the last meeting. | **JW** |
| **E031** | **Transport/Road Safety – Lead PY**  Nothing to report  Gateway Signs – PM reported concerns had been raised by a resident that the speed limit had not been added to the signs. PM confirmed he will be looking into options and would report back | **PM** |
| **E032** | **Community/Social Activities/Village Communications/Creamfields – Lead RB**     1. Ratification of CSA competition prizes spend as proposed by RB – had been agreed via email, Paul Green to be reimbursed for £75.00. RB proposed, PY seconded. 2. Stained Glass Window quote – review & select – a brief discussion followed and it was agreed to go with M Cleaver. Proposed RB, seconded JW - RB to liaise with M Cleaver regarding requirement. 3. Number 2 account top up – RB proposed £300 transfer from the current account to the number 2 account, this was seconded by JW. 4. Discussion took place regarding a gift to be presented to MW for her work during the pandemic. JW/RB outlined their proposal and an agreed amount of up to £200 was approved. Proposed by PM, seconded by JW. JW asked PM if he would present to MW and PM Agreed. RB to action | **RB**  **EMO/PM**  **RB** |
| **E033** | **Chair Matters**   1. Review of HPC Standing Orders & Financial Regulations to be reviewed – PM presented items within the documents that he thought should be amended. It was agreed to amend 3.1, 3.19. Item 1.2 Code of Conduct PM to look at further and amend. PM to add a further item under 9.2. Once amendments have been made PM will circulate for approval at July meeting. This was agreed. 2. Gateway signs – PM to liaise with WBC – item to be left on agenda 3. Location of PC meetings – PM to investigate potential venues 4. Expenditure – a discussion took place around finance and suggestions were made to look at investments and spending. RB suggested investment through government fund and said he would confirm details of the fund used at Sandy moor PC. Other ideas were muted such as Electric charging station for the village. ST agreed to investigate costs and report back. It was further suggested that this should be a regular agenda item & JW suggested a dedicated meeting twice a year to look at investment and spending – this was agreed. | **PM**  **PM**  **RB/ST** |
| **E034** | **Approval of Parish Council items for Newsletter, website & social media**  ST suggested PM’s Chair Message could be uploaded on to the website | **PM** |
| **E035** | **Councillor issues or Resident issues previously raised with Councillors directly**  JW reported he had a bag of historical correspondence for HPC from a previous HPC clerk that needed to be looked at. RB offered to go through the correspondence with JW | **JW/RB** |
| **E036** | **Date and time of next meeting –** 20th July 2020 – which will be held virtually at 7.30pm  Meeting finished at 9.50pm |  |