**Final minutes of Hatton Parish Council meeting held virtually on Monday 12th April 2021**

**Present Apologies**

Paul Molphy (in the chair) Robin Brocklehurst Fiona Burton Stuart Tranter Jayne Power

Julian Wrigley Brian Axcell

Phil Young Elaine Marsden-Ormson (Clerk)

**In attendance**

Sue Spiteri, resident

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|  |  | **Action** |
| **E152** | **Welcome/Apologies**    The Chair welcomed everyone to the meeting. |  |
| **E153** | **Open Forum for Villagers to speak to councillors with concerns/suggestions etc.**  The Chair welcomed resident, Sue Spiteri to the meeting. The Chair continued with the agenda |  |
| **E154** | **PCSO Matters**  PCSO Wilkinson sent his apologies but emailed the following report:  ***Crime:***  Nothing to report  ***Speed Enforcement:***  Warrington Road, once in the month, 1 activation highest speed recorded 41mph  Hatton Lane, four times 68 activations highest speed recorded 44mph.  ***ASB***:  Five people issued with fixed penalty notices for parking at the end of Sankey Lane late evening, eating McDonalds and drinking alcohol in contravention of Covid-19 rules.  General reassurance patrol on foot, cycle and police vehicle in Hatton |  |
| **E155** | **Declarations of interest**  PM declared an interest in agenda item **E169** – Letter to Mr Parkin  *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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|  |  | **Action** |
| **E156** | **Acceptance of minutes**  The minutes of the previous meeting were read and accepted. RB proposed PY seconded. Minutes to be signed as a true record |  |
| **E157** | **Actions arising from previous minutes**   1. Councillor Email accounts – All accounts have now been set up. Thanks to ST for sorting and help set up. 2. Knotweed situation –BAX confirmed he had visited the area again but could see no signs of life in the dead stems. He confirmed he would keep an eye on it. 3. Poor road surface – PY confirmed the sink hole on Goose Lane had been filled & work on Hatton lane was in the process of being completed. He went on to confirm work on Warrington Road would commence in two weeks’ time. 4. Empty Nitrous Oxide Canisters – JW reported all was clear at the moment and that CCTV had been erected so future issues could be identified. 5. Prepare Asset Review – PM confirmed this had been updated and forwarded to EMO 6. Risk Assessment – PM confirmed this had been updated and asked EMO to circulate for members to look at and sign off at the next meeting. 7. Gateways – RB confirmed all had been cleaned. | **EMO** |
| **E158** | **Plan – the way forward for the next 18 months - ideas from all councillors for projects and initiatives for coming year**  Chair asked for ideas? These ideas to be carried forward in Agenda for each month until completed.  ***1 New ideas***   1. PY suggested a Flag Pole to be situated on the Village Green. Everyone thought this was a good idea. PY to look into costs and report back at the next meeting. Proposed by RB and seconded by JP 2. PM suggested investing in a vehicle speed indication sign. The cost would be circa £2.5k and WBC would erect a post to attach it too. A discussion followed on possible locations. PM to get competitive quotes. Proposed PM seconded ST 3. A resident has expressed a desire to purchase two Rowan trees to give to the village. It was felt this would fit in quite well with the Queens Platinum Jubilee celebrations as there is a theme of native British trees. It might also be an idea to ask people to “adopt” a tree within the orchard. PY to feedback to resident and thank her for her donation.   ***Ongoing***   1. Village green/orchard – RB confirmed Mr Savage was still very enthusiastic. The transfer of land had not taken place yet but once completed a meeting would be arranged to discuss the way forward. RB to update 2. Goose Lane Footpath maintenance and puddle –PY/RB suggested filling with Limestone crush. PY to contact Trevor Gleave re excess from road re-surfacing. 3. Traditional Black and White Finger Post Sign – PM confirmed was looking at possibility of erecting at the triangle and confirmed Jamie Fisher, WBC would be coming out within the next two weeks to look at locations for the Finger Post and also sign off the Gateways. PM or JW to meet up with him. 4. Village competition for the “Best Kept Street” – JW/PY to meet up to discuss details. It was suggested one of the Borough Councillors should be approached to judge the competition. This was agreed.   ***To be carried forward***   1. Car charging point – defer post Covid-19 2. Conservation area/ Neighbourhood Plan application – defer post-covid-19 3. Lack of footpath on Hatton Lane – defer post-covid-19 4. JW Standing Stone - possible alternative site – JW asked members to consider and discuss at a future meeting – to be deferred until later in the year. 5. Large village event - Post Covid Celebration/ Jubilee Celebration - defer post-covid-19 6. Car boot sale at Hatton Arms – RB/JW would organise post covid-19 | **PY**  **PM**  **PY**  **RB**  **PY**  **PM/JW**  **JW/PY** |
| **E159** | **Clerk Matters**   1. Date for Annual General Meeting/PC meeting - it was suggested the AGM would be held virtually on Monday 26th April at 7.45pm. The Parish Council meeting would go ahead as planned on Monday 10th May virtually at 7.45pm 2. Identify internal auditor – EMO confirmed Mrs Parratt had been approached but on this occasion was not able to undertake. EMO suggested perhaps Mr Dickin could be approached. PM to action   ***Monthly Action Calendar***   1. Review HPC Standing Orders & Financial Regulations – EMO to circulate. PM asked members to review and forward any amendments to EMO – these could then be signed off at the next meeting. 2. Roles & responsibilities of Councillors – to be circulated for review and sign off at next meeting. 3. Preparation for AGAR return – EMO currently working on accounts to be submitted to AGAR | **PM**  **EMO/ ALL**  **EMO/ ALL**  **EMO** |
| **E160** | **Finances including Financial Monthly Report**   1. Financial Monthly Report – EMO reported that the balance as at the end of March 2021 was £24,504.50. Proposed JW, seconded ST |  |
| **E161** | **Correspondence Report -** **items previously circulated via email**  All correspondence has been forwarded the HPC members via email. |  |
| **E162** | **Technology Matters – Lead ST**   1. Councillor email addresses – ST confirmed these had now been forwarded to Clerk and that he would be updating the contact section on the website 2. Broadband – ST had been in contact with Cllr Harris, no further action 3. Mobile Signal – ST confirmed a working group had been set up. He confirmed testing had been carried out and there was not seen to be a problem, however, the testing only applies to outside – indoor coverage is not seen to be an issue. Going forward the only option would be to get everyone to complain individually. Action – to organise a co-ordinated campaign of complaints – ST/RB to come up with a strategy. Sue suggested providing a script to residents and asked if an admin email could be provided so there are copies of all complaints in relation to mobile signals. 4. ST reported an increase in “hacking” and confirmed he was looking into further on the website. | **ST**  **ST/RB**  **ST** |
| **E163** | **Environmental Matters – Lead PY**   1. Waste Management – Fly tipping incident on pub car park had all come from same place. PM suggested reporting it formally to WBC. Further discussion followed and the preferred action was to write to the suspected individual – PM to action. Proposed by JW, seconded by RB 2. PY confirmed the cardboard bins were full and RR has suggested either requesting a third bin or requesting they are emptied more frequently. It was suggested writing to the brewery may be appropriate – JW/RB to action 3. Village Award –PY/JP agreed to make enquiries to see if there were other awards available and report back. 4. Work on Goose Lane – completed - thanks to all who worked on it. A cheque for £210.00 was required. Proposed PM, seconded RB – PY to issue cheque 5. PY confirmed the mower had been serviced and requested cheque to be payable to Andy Smith for £94.56. Proposed PY, seconded PM – invoice to be sent to EMO 6. PY confirmed he required a further 3 cheques for £122.00 each. Proposed RB, seconded JW 7. PY reported purchase of Flowers/plants for tubs was now required. PY confirmed he would cost for the whole areas and bring to the May meeting. This was agreed by all. | **PM**  **RB/JW**  **PY/JP**  **PY**  **PY**  **PY**  **PY** |
| **E164** | **Planning Matters – Lead JW**   1. **Parish Councils Working Group (SWPCWG):**Nothing further to report at the moment. JW did report that the Clerk to the group has to resign due to ill-health. Requests had been made for donations to the Motor Neurone Disease and JW proposed for approval of £50 to be donated – this was seconded by JP and all agreed. 2. **Croft Cottage, Warrington Road -** Adjoining neighbour had written to HPC to look into. JW confirmed it was not an issue for the PC unless it impacted on adjoining property and therefore proposed no further action. JW to write back to them on behalf of the PC 3. **Rosewood Enforcement Issue** – PM to forward information from Cllr Wheeler to RB – RB to take up. | **JW**  **JW**  **RB** |
| **E165** | **Transport/Road Safety – Lead PY**   1. Additional Grit Boxes - Additional box on Warrington Rd – WBC had reported the location did not meet their requirements. PY will speak to MW about locating a dustbin in the area to fill with grit. PY to follow up. RB reported he had relocated the grit bin on the triangle in his plans for the triangle area – RB/PY to look over the plans. 2. Narrow pavement near fishing pond – hedges have been cut – no further action 3. Planters/litter bin on entering Hatton – PY to liaise with residents and report back – also an article was suggested for insertion into Hatton Life – PY to action 4. Depression in road on Goose Lane – matter has been resolved, no further action | **PY**  **PY/RB**  **PY** |
| **E166** | **Community/Social Activities/Village Communications/Creamfields – Lead RB**     1. Village Competition – PM reported Jamie Fisher to look into further and report back 2. White lettering painted on road with 30mph slow sign – would this be possible in Hatton – PM to follow up with Jamie Fisher and report back 3. Fun day – likely date to be Saturday 3rd July subject to covid-19 restrictions being eased. RB to update | **PM**  **PM**  **RB** |
| **E167** | **Chair Matters**   1. Review of Annual payment from Creamfields – PM has spoken to their representative who will respond to his email on her return to work. Carry forward to next meeting 2. Boundary Review – Plan is to separate existing electoral ward so that Hatton/Stretton & Walton have their own Borough Councillor and are not consumed by Appleton. HPC are in favour of exploring and lobbying to have their own Borough councillor – Proposed PM, seconded RB, all agreed 3. Village Gateways – meeting to take place with Jamie Fisher to look at proposed relocation sites and arrange work on that. 4. PM reported that FB does not intend to continue as a parish councillor beyond May due to personal reasons. PM proposed to send flowers, card & engraved letter opener from the PC to thank her for work whilst a member of the HPC. Agreed budget of £75. Proposed PY, seconded JW 5. Vacancy for Parish Councillor to now be advertised | **EMO**  **PM/JW**  **PM**  **EMO** |
| **E168** | **Approval of Parish Council items for Newsletter, website & social media**   1. Work done on Goose Lane – RB (to include before and after shots) Newsletter 2. Planters/litter bin article PY – Hatton Life 3. “Save the date” 3rd July Fun Day – RB. PY to donate voucher for Hatton Arms as a prize.   Youth Rep Vacancy JP reported there was someone interested. JW agreed to brief the interested party and JP to draft a list of expectations to be circulated to members for them to amend | **RB**  **PY**  **JW/JP** |
| **E169** | **Councillor issues or Resident issues previously raised with Councillors directly**  Letter from Mr Dean – PM has responded  Email re dog mess on Goose Lane – JW suggested PM have an informal word rather than a formal letter – this was agreed. | **PM** |
| **E170** | **Date and time of next meeting –** 26th April 2021 – AGM which will be held virtually at 7.45pm. Parish Council meeting will take place on Monday, 10th May 2021 and will be held virtually at 7.45pm  PM reported that it was Brian’s last meeting after 30 years’ service as a Councillor and said that he would like to thank him on behalf of Hatton Parish Council for his contribution to Hatton and to wish him well in the future. |  |