

MINUTES OF THE ANNUAL GENERAL PARISH COUNCIL MEETING HELD ON 2nd May 2021 AT 5.00PM VIRTUALLY

In Attendance – Cllr J Windsor - Chairman	Cllr O de Braekeleer
Cllr S Martin	Cllr S Hyden
Cllr L Sackett	Cllr R Bird
Cllr M Roscoe	
Cllr S Ratledge	Members of the Public: 5

ELECTION OF CHAIR AND VICE-CHAIR FOR 2020-21

RESOLVED 21/001 – that Jane Windsor be elected as Chairperson for 2021-22, proposed by Cllr Braekeleer, seconded by Cllr Hyden and unanimously agreed.

RESOLVED 21/002 – that Lorraine Sackett be elected as Vice-Chairperson for 2021-22, proposed by Cllr Windsor seconded by Cllr Roscoe and unanimously agreed.

APOLOGIES – Apologies were received from Cllr M Pilkington.

DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS & DISPENSATION REQUESTS – No declarations of interests were received.

PUBLIC SESSION

A resident thanked the Parish Council for organising the cutting back of the verges in Huxley. Cllr Sackett confirmed that following a site meeting with CWaC the Parish Council had requested this to be undertaken.

The resident also raised concern that the pavement is in poor condition where many years ago a cable had been fitted and the pavement had been channelled to undertake this work and then been repaired poorly leaving cracks in the surface for weeds to grow through. It was therefore suggested that the footpaths now needed spraying with weed killer. It is understood that Highways do this once a year but they would need consulting for further treatment.

MINUTES

RESOLVED 21/003 that the Chair signs, as a true and correct record, the minutes of the meeting held on 7th March 2021 proposed by Cllr Hyden and seconded by Cllr Ratledge.

BUSINESS AND CORRESPONDENCE

Huxley Primary School – Cllr Windsor confirmed that Cllr Ratledge is no longer a governor of the school. Mr Smart was asked to provide an update, he confirmed they were successfully recruiting new pupils on both a permanent and flexi schooling basis. The Head Teacher who was previously seconded from Tarporley Primary School post was finishing her term and therefore they had undertaken recruitment for a new Head Teacher. Following the recruitment and interviews they have now appointed a new Head Teacher to start in September.

Cllr R Bird joined the meeting.

Footpaths – it was reported that Highways had been working on the fields near the Inn at Huxley on Friday

fixing the stiles, so hopefully progress will be made.

Village Gates – Following receipt of Grant Monies from Cllr M Jones and the Police and Crime Commission, CWaC have drawn up designs for approval of the Village Gates.

ACTION: Get a quote for the price of the design provided and additionally for a design that is 4ft larger – ascertain whose responsibility they are (ownership and upkeep).

RESOLVED 21/004 to proceed to costings.

Litter Picking – It was reported that the litter picking events on 3rd April and 10th April were well attended. It was agreed that this should be carried out again later in the year/Autumn. Cllr Bird asked for a litter picker and he undertook to do litter picking of Guy Lane.

Telephone Box at Huxley - It was suggested that the Telephone Box be utilised by the Community as a noticeboard. It was suggested that it be offered to Happy Days and WI – include this in the next newsletter.

Conservation Area – Following the last meeting where the benefits of becoming a Conservation Area were presented to the Parish Council it was agreed that this should not be taken further at this time until after the changes in the Planning Regulations. Cllr Ratledge asked whether the Parish Council should explore developing a ‘design code’ and have a better understanding as to what it implied (keep on agenda)

Maintenance of the Defib at Huxley – Cllr Martin confirmed that the pads are ok until April 2022 – the battery should last up to 10 years.

The Defib at Huxley will self-analyse and provides a light indicating the status of the machine. Cllr Martin stated that he had a set of spare pads and undertook to put them with the machine.

Cllr Martin confirmed that he would check if Mr & Mrs Hunt are checking the equipment on a weekly basis.

Cllr Roscoe confirmed that the pads on the defib machine in Hargrave run out in November 2021.

Review of Condition and Safety of Assets – it was reported that the Bench outside Huxley School needed some repairs and it was requested that a report of all Assets within Hargrave and Huxley could be carried out and brought to the next meeting for review.

Cllr Hyden to look at the assets in Huxley and he was also looking to refurbish the noticeboard in the next few months. Cllr Roscoe to undertake a review of the Assets in Hargrave.

Church Clock and Bell Repair – it was reported that the clock on St Peter’s church had failed some time ago and then the bell was found to be very corroded following investigation. Mr Thornton-Firkin confirmed that following a survey he had found the residents were enthusiastic to get it renovated. Cllr Jones from CWaC had agreed to commit £500 from his members budget money and was hopeful that the Parish Council would also match fund £500 towards this project. The maintenance of the Clock and Bell had been quoted at over £3,500.

RESOLVED 21/005 to contribute £500 towards this project.

Two residents left the meeting.

Towpath Proposal – it was reported that Tattenhall Parish Council had written to Hargrave and Huxley Parish Council asking if they would be in support in principle of the creation of a cycle route on the canal towpath from Newton by Tattenhall into Chester city centre (a distance of approximately 7 miles).

The Parish Council had concerns that the width of the towpath was not suitable for adding a cycle path.. They raised concern that when members of the public are walking on the towpath there is no room for cyclists to travel along them.

ACTION: Ask for clarification if the proposal would involve widening the towpaths and bring to the next meeting for further consideration.

Cllr R Bird left the meeting.

Poppies for the Centenary of the RBL – it was reported that the Royal British Legion were celebrating their Centenary on 15th May and therefore had asked if the Parish Council wished to purchase poppies for lampposts.
RESOLVED 21/006: It was agreed to purchase 5 x poppies.

Highways – A report on the current Highways issues was circulated and actions since the last meeting were noted. Cllr Sackett reported that the potholes reported on Hoofield Lane may not be deep enough as nothing seems to have happened; the missing grid cover in Huxley at the T Junction has been replaced, and the potholes on Church Lane were repaired. It was suggested that Cllr Sackett checks with Cllr Pilkington with regards to the blockages outside The Croft and whether this work has been undertaken.

PLANNING

The Planning Register dated 22/04/2021 was accepted and changes to the planning register from last meeting were noted.

21/00879/LDC – Green Farm, Huxley Lane – clarification was requested regarding what consultation could be carried out for a Lawful Development Certificate.

21/00450/Ful - Lake House Whitchurch Road Saighton Chester CH3 9AU – approved

21/00374/S73 – Rose Bank, Guy Lane – approved

20/00459/FUL – Lane at Stone Cottage – approved

20/04036/FUL – The Inn at Huxley – change of use to a butchers shop and deli, approved for 12 months only and would need to reapply for planning permission after that time.

20/04806/FUL - Meadowcroft on Hoofield Lane – following the concerns raised by the Parish Council the applicant has included a note on the application to confirm that they don't intend to run this as a Livery business.

Enforcement – removal of septic tank and caravan at land in Hargrave – it was confirmed that CWaC are issuing an enforcement notice to get this removed as the occupier had not adhered to the conditions of planning being granted for the stables and menage.

One resident left the meeting.

AUDIT 2020-21

The Clerk provided the meeting with information regarding to the finances for 2020-21.

Summary of 2020-21 – This was circulated to all Parish Councillors for information.

Certificate of Exemption **RESOLVED 21/007** – That the council wish to certify themselves as exempt from a limited assurance review. Proposed by Cllr Braekeleer and seconded by Cllr Martin.

Internal Audit Report - the Council noted the report dated 26/04/2021 from the Internal Auditor.

Governance Statement **RESOLVED 21/008** – That the council agree to all points on the Governance Statement Section 1 of the Annual Governance and Accountability Return (AGAR) 20-21.

Accounting Statement **RESOLVED 21/009** – That the council agree the accounting statement of the AGAR 20-21. Proposed by Cllr Braekeleer and seconded by Cllr Hyden.

Notice of Public Rights and Publication of Annual Governance & Accountability Return - the council agreed to publish the notice of Public Rights and Publication of Annual Governance & Accountability Return.

FINANCIAL ITEMS

Accounts for payment

RESOLVED 21/011 Year to date cashbook dated 21/04/2021 was approved as a true and correct record. Approved Cllr De Braekleer, seconded Cllr Roscoe

Income – it was reported that since the last meeting the following had been received :-

£1,000 from the Cllr M Jones Members Budget,
£0.10 from Bank Interest
£5,869 for the Precept from CWaC

Payments made/received since last meeting:-

Clerk Pay	Tax Point 1	£234.17
Clerk Pay	Tax Point 2	£234.17
Clerk's Expenses		£77.61
Autela Payroll	Q4 Payroll Service	£57.84
CHALC	Subscription for 2021-22	£144.36
Old Chad Orchard	Internal Audit	£48.00

RESOLVED 21/012 to accept the income and payments since the last meeting for approval.

Payments approved to be made in between meetings - **RESOLVED 21/013** – to accept that the clerk could make payments, in between meetings, throughout the year in-line with budget for the following budgeted items:-

Clerk's Salary	Admin/Website Costs
Clerk's Expenses	CHALC Membership
Training	SLCC Membership
Autela Payroll	Data Protection

Internal Auditor's Report

The Internal Auditor's report was noted.

RESOLVED 20/014 - to approve payments can be made via Internet Banking.

Mobile Phone – **RESOLVED 21/015** – to approve the cost of a dedicated mobile phone for the Clerk with the costs split between 4 Parish Councils.

MEETINGS FOR 2021-22

RESOLVED 21/016 that the Parish Council meet every other month at 5.00pm. PC meetings dates would be held as follows:-

4 th July	7 th November	6 th March 2022
5 th September	9 th January 2022	8 th May 2022

ASSET REGISTER

Following the approval of the Asset Register at the last meeting, it was **RESOLVED 21/017** to remove the Hargrave Sign as this does was erected by CWaC and does not belong to the parish council , also change the location of the Defibrillator in Huxley to the Inn at Huxley, also it was requested that the Defibrillator in Hargrave was donated by the Parochial Church Council not the Vicar..

POLICIES

RESOLVED 21/018 that following the Accessibility Policy reviewed by email since the last meeting that it be adopted.

Proposed by Cllr Roscoe seconded by Cllr Ratledge

ITEMS REQUESTS FOR NEXT AGENDA – please email any agenda items two weeks prior to the next meeting.
Add enforcement issues to the planning register. Speed Limit at end of Huxley Lane – following the speed limit in Tattenhall changing to 40mph.

NEXT MEETING

Sunday 4th July 2021 at 5pm at Huxley Village Hall.

The meeting closed at 18.30

Signed:.....

Dated:.....