

**MINUTES OF ROWTON PARISH COUNCIL MEETING  
MONDAY 21 MAY 2018 at 7.45pm**

Present: Councillors Bob Knight (Chair)  
Glenys Harrison (Vice-Chair)  
Paul Shannon  
Peter Thomas  
Doug Jenkins  
Howard Hopwood

In attendance Clerk Christine Davies  
Cllr Stuart Parker (left at 8.25pm)

**1 Apologies**

None

**2 Declaration of Interest**

None

**3 To consider approval of the minutes of the ordinary Parish Council Meeting held on 12 March 2018**

Resolved: Minutes approved and signed as a true record by Cllr Bob Knight (Chair)

**4 Matters arising from Minutes not covered elsewhere on the Agenda**

None

**5 Public Participation**

Jan and Norma Nowland regarding Item 11 re Planning Application re Moor Cottage, Moor Lane and Mr Les Hall re Item 12 Noticeboard.

Chair brought forward items 11 and 12

**11 Planning**

Planning Application No; 18/01574/FUL Moor Cottage, Moor Lane: Demolition of existing building and erection of 3 x detached dwellings. Original Planning Application submission date was 17/05/2018 and Rowton Parish Council has already submitted its opposition to the application on the grounds of drainage, access and density. However, although planning submission date extended to 23/05/18, local residents would like a further extension to lodge objections, and Cllr Stuart Parker confirmed that as soon as a Planning Officer is assigned to the Application the submission date will be extended.

No Comments have been submitted for the following applications:  
18/01143/FUL: Orchard End Greenfields Lane: demolition of existing

building and erection of new detached building. 18/01490/FUL: Arden Croft Greenfields Lane: single storey extension.

## **12 Noticeboard – Croft Close**

The Parish Council has received a request from Mr Les Hall to move the Parish noticeboard situated on a grassed verge in Croft Close to enable additional parking for his tenants. He has met with a representative of Highways who has no objections to the noticeboard being moved. Mr Hall provided an illustration of the siting of the Noticeboard which showed it placed approx. 4ft to the right of its existing position. He confirmed that the noticeboard would be re-erected with suitable foundations, its new position to be protected by a post and that all work to be carried out by an appropriately insured contractor at his own expense.

Resolved: The Parish Council agreed, subject to the above conditions being met, for the noticeboard to be moved.

## **6 Highways**

i) 20mph speed limit – Clerk received confirmation that CWaC will monitor both Moor Lane and Rowton Lane later this year and if criteria met then implementation of the speed limit will be in the 2019/20 financial year.

ii) Village Ward Traffic Group – Cllr Jenkins was unable to attend last meeting. Cllr Parker suggested contacting Dave Taylor of Littleton PC to obtain minutes – Clerk to action.

iii) Lighting – A41 Clerk reported that CWaC still not received confirmation from Scottish Power when work to be carried out. Clerk to chase-up.

iv) Pavement nr Vaynol A4 – work still not carried out – Clerk to chase-up

v) Drainage and Horse & Rider signage – Moor Lane. Drains – jetting still not carried out – Clerk to chase-up.

Horse & Rider signage has been erected on first post on left hand side in Moor Lane approaching from A41. However, sign is blocked by resident's overhanging hedge. Action – Clerk to send letter to resident kindly requesting hedge to be cut back.

## **7 Village Green**

Grass Cutting – This is currently dependent on CWaC which is irregular and weather reliant. It was agreed that as the Village Green is an asset of the Parish then a more consistent programme be put in place.

Resolved: Cllr Doug Jenkins to source quote for a fully insured private contractor to cut the Green and remove grass cuttings to an agreed maintenance schedule.

Electricity supply to power xmas lights – Clerk has ascertained that Christleton Parish Council have a junction box on their Village Green which is connected to the local street lighting and allows them to plug in their xmas lights. It was agreed to look at establishing a similar arrangement for Rowton.

Action – Clerk to email Cllr Stuart Parker to source appropriate contact at Highways.

## 8 Village Green Volunteer Group

Cllr Paul Shannon confirmed new rota circulated to all existing volunteers. As part of item for Newsletter (see 15 below) he will remind volunteers that currently grass cutting is the responsibility of CWaC.

## 9 Finance

The following expenditure was approved:-

Payments	Amount	Cheque No
ChALC – Annual Subscription	£132.48	000694
CM Davies - March sal 198.88 + 23.18 exp	£222.06	000695
Came & Co – Annual Insurance	£291.20	000696
ChALC – Training re Cllr D Jenkins	£35.00	000697
CM Davies – Apr sal 183.47 + 18.01 exp	£201.48	000698
Mid-Cheshire Footpath society – Annual Sub	£8.00	000699
Bank Balance as at 04/05/2018	£6997.08	

The Parish Council approved the implementation of the new NJC/NALC pay scales payable from 01/04/2018

## 10 Annual Return for Year Ending 31 March 2018

Clerk confirmed that a signed Certificate of Exemption was sent to the external auditor PKF Littlejohn on 28/04/18 confirming that the Parish Council wished to certify themselves as exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015.

**(i) Section 1 - Annual Governance statement 2017/18** The Parish Council approved the Annual Governance Statement 2017/18 and was duly signed by the Chair and Clerk.

**(ii) Section 2 – Accounting Statements 2017/18** The Parish Council approved the Accounting Statements 2017/18 and was duly signed by the Chair and Responsible Financial Officer (Clerk).

**(iii) Appointment of Internal Auditor** It was agreed to approach Fil Prev. Clerk to action

## 13 General Data Protection Regulation Act

Notification received from ChALC that that there is no requirement for Parish Councils to appoint a Data Protection Officer.

## 14 Joint CWaC/Police Advice Cards

It was agreed to distribute the anti-doorstep crime cards together with the Newsletter.

### **15 Newsletter**

It was agreed to produce an A4 2-sided newsletter entitled "Rowton Round up". The items and their contributors were decided as follows:-

Village Green – Cllr Paul Shannon

Speeding – Cllr Doug Jenkins

Horse Rider Sign – Cllr Glenys Harrison

Anti-doorstep crime Advice Cards – Cllr Howard Hopwood

Carols on the Green 2017 – Cllr Bob Knight

Other items to include: Rowton Rainbows, Mobile Library, Cllr Contact Information and Useful Numbers.

200 copies required and distribution to be w/c 25 June 2018. Clerk to obtain quote from Deva Print Ltd.

### **16 Issues for Discussion/Consideration**

Proposals for potential future event.

### **17 Correspondence**

Clerks & Councils Direct – May 2018

Elan City – Speed Gun information

Seafarers UK – Merchant Navy Day 03/09/18

Glasdon Brochure

The Clerk Magazine – May 2018

### **18 Date of Next Meeting – Monday 9 July 2018 at 7.30pm.**