

MINUTES OF ROWTON PARISH COUNCIL ORDINARY MEETING
TUESDAY 9 MAY 2023 at 8.00pm
held at Rowton Methodist Church, Moor Lane, Rowton

Present: Councillors Howard Hopwood
 Paul Shannon
 Glenys Harrison
 Melanie Fildes

In attendance Clerk Christine Davies

1 Apologies

Cllr Bob Knight (unwell), CWaC Cllr Stuart Parker (meeting)

2 Declaration of Interest

None

3 To approve the minutes of the ordinary meeting held on 27 February 2023

Resolved: The minutes were signed as a true and correct record by the Chair, Cllr Howard Hopwood.

4 Matters Arising

Litter Pick, 29 April 2023 – 6 people attended and 3 full bags of litter were collected.

Coronation Picnic 8 May 2023 – Unfortunately, due to forecasted thunder and lightning and rain the official event was cancelled but the local residents went ahead and organised the event. About 30 people attended and by all accounts it was a success!

Weatherproof Box – Padlock being sourced by Cllr Fildes.

5 Public Participation

No members of the public were in attendance.

6 Councillor Vacancy

Resolved: Cllrs to talk to any interested neighbours. Cllr Harrison to put request on Christleton, Waverton and Rowton Community Facebook page and Cllr Hopwood to put request on Rowton Support WhatsApp Group.

7 Highways

Dip in A41 by BP Garage. Investigation completed and in line with Highways policy they believe this issue does not require any further action at this stage and have closed the case.

Resolved: Parish Council does not agree with conclusion and would like this to be kept as an on-going issue.

Action: Clerk to contact Highways

Deterioration of pavement to left of junction of Rowton Lane and Whitchurch Road – Report back from Network Steward advising of minor areas of deterioration and does not meet criteria required for action. Case closed.

Resolved: Parish Council considers this to be an on-going live issue which requires attention.

Action: Clerk to contact Highways

Broken sign at junction of long Rowton Lane/A41 – To be chased up again.

8 Finance

i) The following payments were approved since the last meeting:-

Payee	Amount	Statute Power
CM Davies - February Sal 232.90+ Exp £13.87	£247.77	LGA 1972 Sec 111
Penny Lane Accountants - Payroll	£5.00	LGA 1972 Sec 112
Patton PR - Grass Cutting	£100.00	LGA 1972 Sec 112
CM Davies - March Sal 219.20 + Exp £57.07	£276.27	LGA 1972 Sec 111
Microsoft re 365 Subscription (C Davies)	£17.11	LGA 1972 Sec 112
Penny Lane Accountants – Payroll	£5.00	LGA 1972 Sec 112
Deva Print - Coronation Flyer	£28.00	LGA 1972 Sec 112
Rowton Methodist Church - Room Hire	£250.00	LGA 1972 Sec 112
Patton PR - Cutting of Village Green (March)	£60.00	LGA 1972 Sec 112
Mid-Cheshire Footpath Society - Affiliation fee	£8.00	LGA 1972 Sec 112
ChALC - Annual Affiliation fee	£136.16	LGA 1972 Sec 112
Partyrama - Coronation Decorations (C Davies)	£51.96	LGA 1972 Sec 112
Amazon + Hobbycraft Coronation decorations (C Davies)	£37.75	LGA 1972 Sec 112
PR Patton - cutting of Village Green - April	£60.00	LGA 1972 Sec 112
CM Davies - April Salary	£254.59	LGA 1972 Sec 111
Huw Salmon re speaker for Coronation Picnic	£69.99	LGA 1972 Sec 112

ii) Bank balance as at 09/05/2023 is £13,541.74.

iii) Cllr G Harrison signed and dated electronic cash book reconciliation sheet.

iv) Annual Insurance Renewal – Zurich Municipal quote for 1/6/23 to 31/5/23 is £364.01 (last year £353.51, budgeted for £400).

Resolved: Zurich Municipal quote unanimously accepted.

9 **Annual Governance and Accountability Return 2022/23**

i) Annual Internal Audit Report

Resolved: The Annual Internal Audit Report was approved and noted by all members.

ii) Certificate of Exemption

Resolved: The Certificate of Exemption was approved and signed by the Chair and the Responsible Financial Officer.

iii) Section 1 Annual Governance Statement

Resolved: All questions on the Annual Governance Statement were read out, correctly answered and duly signed by the Chair and Clerk.

iv) Section 2 Annual Accounting Statement

Resolved: The Annual Accounting Statement was circulated, duly approved and signed by the Chair and Responsible Financial Officer.

v) Period of Notice of Public Rights and Publication of Annual Governance & Accountability Return.

Clerk confirmed the dates for publication as Monday 5 June – Friday 14 July 2023

10 **Planning**

To receive following Planning Application No: 23/01296/FUL – Rowton Service Station, Whitchurch Road CH3 6AF. Demolition of car wash and the creation of charging zone, erection of EV chargers, erection of canopy, two jet-wash bays, sub-station enclosure, plant room and associated forecourt works. No Comment to be submitted.

To note following decision: Planning Application 22/02182/FUL – Rowton Poplars Hotel: Change of use of land to accommodate outside dining, erection of huts and tent structures (retrospective) – Approved.

With regard to the unknown structure on Promised Land Lane a response is still awaited from Planning Enforcement.

11 **Community Bench**

The Canal and River Trust (CRT) are in favour of our proposal to site a bench along the canal towpath. The cost would be borne by ourselves but the type of bench and fitting would be to CRT's specification. The cost for the bench is £795.47 (inc VAT) and the cost of installation and the necessary service searches is £523.20 (inc VAT). One issue of concern is litter and a request be made to CRT re possible installation of a bin. Out of courtesy to residents whose properties border the canal towpath a flyer will be delivered advising of proposed installation of bench,

Resolved: The cost of bench and installation charges were unanimously agreed. Maintenance and insurance of bench to be confirmed with CRT.

12 Village Green

A request has been received by resident to install electricity supply on the Village Green. This had previously been explored in 2018 and the then cost was considered excessive. However, our reserves now include £1160 funding from the Community Infrastructure Levy. These monies are to be used for infrastructure projects and this proposal would seem to satisfy the criteria. Resolved: Contact CWaC to investigate process and costings to supply electricity to Village Green

13 Items for Discussion/Consideration

Financial Risk Assessment to be reviewed at next meeting.

14 General Correspondence

The Clerk Magazine – May Issue
Clerks & Councils Direct – May Issue

15 Date of Next Meeting

Monday 10 July 2023 at 7.00pm

Meeting finished at 9.00pm