

**MINUTES OF ROWTON PARISH COUNCIL MEETING  
MONDAY 14 NOVEMBER 2016 at 7.30pm**

Present: Councillors Pat Fitton (Chair)  
Karen Newbury (Vice-Chair)  
Morfudd Salmon  
Paul Shannon  
Glenys Harrison

In attendance: Clerk Christine Davies  
CWaC Cllr Stuart Parker (left at 8.00pm)

**1. Apologies**

Cllr Bob Knight (holiday)

**2. Declaration of Interest**

None

**3. To consider the approval of the minutes of the Ordinary meeting of the Council held on 12 September 2016**

Re: Item 7 – Finance: There was a typographical error of the date of the bank balance - it should have read 05/10/2016 and not 05/12/2016 – Cllr Fitton corrected the date and initialled. It was confirmed that a note was attached to the Draft Minutes displayed on the Noticeboards and recorded on the website advising the change of date of the Carols on the Green to Thursday 8 December 2016.

Resolved: Minutes approved and signed as a true record by Cllr Pat Fitton

**4. Matters arising not covered elsewhere on the agenda**

None

**5. Public Participation**

No members of the public in attendance.

**6. Councillor Training**

Cllrs Harrison and Shannon agreed that the training was both well organised and delivered. There was a good turnout and a varied mix of ages.

**7. Highways**

Cllr Stuart Parker brought to the Parish Council's attention a meeting organised in conjunction with himself and Christleton Parish Council with the Police and Crime Commissioner to be held on Friday, 25 November at 3pm at Christleton Sports Pavilion. The purpose of the meeting is to discuss the ongoing A41 traffic issues - there would be senior representatives from Highways in attendance as well. Cllr Fitton confirmed her intention to attend the meeting.

**Moor Lane – Speed Aware Programme**

Clerk confirmed that A4 advert requesting volunteers inserted in Waverton Post

Office window at cost of £5 from 24 September to 24 October had produced no response. Only one person had volunteered, Cllr Glenys Harrison, despite every effort by the Parish Council to engage with residents to take measures to help to reduce speeding along Moor Lane. Therefore, at this time, the Parish Council decided it was unable to take the Programme forward. It was suggested and agreed to review the situation in Spring 2017.

#### **Overhanging Hedge – Woodbank, Whitchurch Road**

Clerk had circulated email dated 18/10/16 from CWaC Network Steward confirming that enquiry had been referred from Highways to Streetscene for action. To date hedge has not been cut back. This is of concern because the overgrown vegetation hinders pedestrians, particularly schoolchildren, along this very busy A road.

Resolved: Contact Streetscene to expedite cutting back of hedge

Action: Clerk to action this item

#### **8. Village Green**

Clerk confirmed that she had contacted Streetscene 6 times (including today) to request the grass to be cut. Streetscene advised today that the job had been allocated on 3/11 but the work has still not been carried out.

Resolved: Streetscene to be contacted again in a week's time

Action: Clerk to action this item

#### **9. Discarded Dog 'Poop' Bags**

Clerk had received an email from a Rowton Lane resident raising issue of dog-walkers littering grass verges with discarded dog 'poop' bags. Discussion took place and it was felt that initially 'Dog Fouling' notices to be displayed along Rowton Lane.

Resolved: Dog Fouling notices to be requested

Action: Clerk to action this item.

#### **10. Finance**

The following expenditure was approved:-

<b>Payments</b>	<b>Amount</b>	<b>Cheque No</b>
CM Davies Sept Sal 159.99 + 29.69 Exp	189.68	000654
CM Davies Oct Sal 159.99 + 17.54 Exp	177.53	000655
Bank Balance as at 04/11/16	£5146.40	

Bank Signatories: Clerk confirmed that former Councillor Tony Smith had been removed. Cllr Karen Newbury has decided that she would like to step down next in May 2017 so therefore is not able to be added as a signatory.

Electronic cash Book: Cllr Newbury requested the £72 cheque stopped on 30/08/16 to be shown as cancelled in the cash book. Clerk to action.

### **11. Pension Update – Automatic Enrolment duties:**

Clerk confirmed that she had completed a Declaration of Compliance re legal duties with The Pension Regulator.

### **12. Planning**

To receive Planning Application decision re: 16/03348/FUL – Copthorne, Moor Lane, Rowton: Single storey rear and front extensions: Approved.

Potential Planning Application to building 3 affordable homes at The Drift, Moor Lane. Rowton Parish Council had been notified of the above and Cllr Glenys Harrison who lives in Moor Lane had received a Waverton Area Housing Needs Survey which was to be completed by 28/11/16 and returned to Austen Architecture of London. However, as there has been no submission of a Planning Application there was no need for discussion and the Parish Council awaits any future development.

### **13. King George V Playing Fields – Christleton**

The Parish Council had received a request from Christleton Parish Council to contribute the sum of £500 towards the upkeep of the King George V Playing Fields. After much deliberation and discussion, the Council voted against donating this amount.

### **14. Christmas Carols**

Carols on the Green to be held at 6.30pm on Thursday 8 December 2016. Cllr Pat Fitton has ordered the Xmas Tree from Walkers Nurseries costing £120. Rachel Morrey has agreed to play the keyboard and Cllr Fitton will organise the refreshments. Cllr Stuart Parker during his visit had suggested and encouraged the Council to apply to his Member's Budget Scheme, as the event being a community one would qualify for funding. Cllr Parker confirmed that the cost of printing of flyers to promote the event could be included in the application as well as the cost of tree and refreshments. Regarding the flyer, it was decided to use same size (A5) and layout as last year and on the reverse to notify residents of the proposed Boundary Review. Approximately 180 flyers required to be delivered to residents by w/c 21/11/16. Clerk to arrange printing of flyers and Cllr Pat Fitton to co-ordinate distribution.

### **15. Information Only**

**Circular Wooden Bench on Village Green** Paul Quellyn Roberts has restored the bench which he donated in memory of his late wife. Clerk to send letter of thanks to Mr Quellyn Roberts.

**Mobile Library** The Mobile Library is to return to Rowton from Wednesday 7 December from 10.55am to 11.15am outside Rowton Hall Lodge, and thereafter every 3 weeks.

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

None

**17. Correspondence**

Clerks & Councils Direct Nov 2016

Greenfingers – grounds maintenance information

Glasdon products brochure

The Clerk Magazine – Nov 2016

**18. Date of Next Meeting – 09 January 2017**

Meeting finished at 9.10pm