

MINUTES OF ROWTON PARISH COUNCIL ORDINARY MEETING
MONDAY 13 NOVEMBER 2023 at 7.00pm
held at Rowton Methodist Church, Moor Lane, Rowton

Present: Councillors Howard Hopwood
 Paul Shannon
 Melanie Fildes

In attendance Clerk Christine Davies
 Michael Smythe

1 Apologies

Bob Knight (family commitment), Glenys Harrison (family commitment)
CWaC Cllr Stuart Parker (Fire Safety Meeting)

2 Declaration of Interest

None

3 To approve the Minutes of the last meeting held on 11 September 2023

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

4 Matters Arising

Newsletter – All delivered and excellent quality of paper enabled easy delivery
through letterboxes!

A41 Average Speed Cameras – Installation starting today Monday 13 November
for approximately 3 weeks. Information uploaded to website.

5 Public Participation

Michael Smythe, former parish councillor in attendance, expressed his interest in
rejoining the Parish Council.

6 Councillor Vacancy

Cllr Hopwood proposed Michael Smythe be co-opted onto the Parish Council and
this was seconded by Cllr Paul Shannon. Michael Smythe duly signed his
Declaration of Acceptance of Office.

Action: Clerk to email a copy of the Member's Interest Form for completion and
signature.

7 Highways

Overhanging Hedge and obstruction of Horse & Rider Sign at the Drift, Moor
Lane: Letter and follow up letter have been sent.

Boulders on Carriageway: 1 Claypits Lane – awaiting site inspection by CWaC.
Arden Croft, Greenfields Lane and Lynwood, Rowton Lane: Awaiting letters from
Highways.

Action: Clerk to follow up in January.

8 Planning

a) Planning Application received since last meeting: 23/03179/FUL – Holly Bank, Rowton Lane, Rowton CH3 6AT: Alterations to window and door opening, install sky lights and solar panels to existing roof. No comment submitted.

Decisions received: 23/02208/FUL – Corrig House, Rowton Lane, Rowton CH3 6AT: Erection of oak framed car port/store to side of existing garage. Approved.
Planning Application Withdrawn: 23/01786/FUL: Meadowcroft, Rowton Lane CH3 6AT. Erection of side extension linking to near rear extension following demolition of existing detached garage.

b) Neighbourhood Plan – Cllr Paul Shannon to pursue possibility of joining up with Waverton Parish Council to protect the future of our local area.

c) Potential Development at Manor Farm – The Manor Farm proposal is to build up to 1000 homes on green belt land bordering Rowton. In order to take a proactive approach, it was felt that a joint letter to the Head of Planning signed by the Chairs of the neighbouring Parish Councils i.e. Christleton, Waverton, Huntington and Great Boughton signalling opposition to any such proposal be initiated.

Resolved: Draft letter to be sent to the 4 Parish Councils for inclusion at their next respective meetings.

Action: Clerk and Chair.

9 Finance

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

Payee	Amount	Statute Power
Howard Hopwood re padlock for storage box	£11.98	LGA 1972 Section 111
CM Davies – September Salary	£336.00	LGA 1972 Section 112
CWaC – Election Recharge	£181.00	LGA 1972 Section 111
Corrido – Coronation Plaque	£55.00	LGA 1972 Section 111
CM Davies – September expenses	£51.69	LGA 1972 Section 111
Deva Print – Newsletters	£48.00	LGA 1972 Section 142
CM Davies – October Salary	£276.68	LGA 1972 Section 112
Penny Lane Accountants – payroll October	£5.00	LGA 1972 Section 111
CM Davies – October expenses	£35.00	LGA 1972 Section 111
Penny Lane Accounts – payroll September	£5.00	LGA 1972 Section 111
Paul Shannon – ChALC AGM mileage	£9.45	LGA 1972 Section 111
Barlows – electricity application re Village Green	£90.00	LGA 1972 Section 111

b) Bank Balance as at 13/11/23 is £10,869.34

c) Cllr Smythe signed the electronic cash book reconciliation sheet.

He suggested contacting NatWest to enquire if there is a savings account we could access.

Action: Clerk to action.

d) S106 Expenditure meeting. Cllr Shannon attended a virtual meeting in October with representatives from Christleton, Littleton, Waverton, Great Boughton and Huntington. The main focus was on improving the journey of schoolchildren to Christleton High School, this also included resurfacing of

the canal towpath. A follow-up meeting was cancelled so we await to hear back from CWaC. The Chair asked for councillors to bring forward suggestions for S106 expenditure at the next meeting in January.

10 Village Green

a) Installation of Electricity Supply. Scottish Power have provided a budget estimate quote as well as Barlows for the electrical connection, feeder and concrete base and associated groundworks and ducting. The total of the quotes amount to approximately £6,000. There is also the additional cost of the daily standing charge to factor in, which currently amounts to approximately £250 per year. Agreement was reached that this was not a good use of the parish council's limited resources. This was proposed by Cllr Shannon and seconded by Cllr Fildes.

Resolved: To not progress this matter any further.

b) Carols on the Green. Checklist circulated. Cllr Smythe to contact Rachael Morrey, keyboard player, with the new songs list. Cllr Smythe to provide a telescopic light for the refreshment gazebo.

c) Coronation Plaque. Plaque to be installed on memorial stone by Cllrs Hopwood and Smythe. Discussion took place regarding a more substantial memorial.

Resolved: No further expenditure to be incurred.

11 Website

a) CIL report. It is a requirement that this be published on the parish council website.

Resolved: Quote of £180 from ACC Business Solutions accepted to create this new addition to website.

b) Security Certificate. Our website does not have this enhancement which proves to users that they are visiting a real website and not a fake one.

Resolved: Request ACC Business Solutions to arrange yearly certification.

12 Community Bench

Canal and River Trust (CRT) have carried out a review of their offering of in-memory benches and the cost, including installation and maintenance would now be £4000. This is over £2500 more than was originally quoted in the summer.

The Parish Council has approximately £2800 in reserves to go towards installation.

Resolved: Contact CRT and ask for reconsideration of installation cost.

13 CHaLC AGM

Cllr Shannon attended the AGM in October. He said it was very interesting, particularly the motions submitted by Parish Councils. He was disappointed that there was no representation by other local Parish Councils.

14 Insurance

Cllr Fildes explained the potential benefits of Professional Indemnity Insurance. It was agreed that this was perhaps something to consider in the future.
Resolved: To further action to be taken at the moment.

15 Items for Consideration

Grass Cutting: PR Patton to be contacted in 2024 to advise we no longer require this service.

16 General Correspondence

Clerks & Councils Direct – November issue
The Clerk Magazine – November Issue

17 Date of Next Meeting – Monday 15 January 2024 at 7.00pm

18 To consider exclusion of press and public for confidential item

As there were no members of the press or public in attendance it was agreed to move to Part B

19 PART B – Staffing Matter

Resolved: Underpayment of Parish Clerk’s contractual hours since April 2013 to be paid.

<p>Confirmed as an accurate record:</p> <p>Signed</p> <p><i>(Chair/Vice Chair)</i></p> <p>Date</p>
