

**MINUTES OF ROWTON PARISH COUNCIL MEETING  
MONDAY 13 JULY 2015**

Present: Councillors Pat Fitton (Vice-Chair)  
Bob Knight  
Karen Newbury

Clerk Christine Davies

**1. Apologies**

Cllr Morfudd Salmon (family commitment), Cllr Tony Smith (personal) and Cllr Glenys Harrison (personal)

**2. Declaration of Interest**

None

**3. a) Minutes of the last Annual Meeting held on 18 May 2015**

Resolved: Minutes approved and signed as a true record by Cllr Pat Fitton (Vice-Chair)

**b) Minutes of the last Ordinary Meeting held on 18 May 2015**

Resolved: Minutes approved and signed as a true record by Cllr Pat Fitton (Vice-Chair)

**4. Public Participation**

No members of the public attended the meeting.

**5. Superfast Broadband**

Clerk read out response from Gemma Davies, (Senior Manager, Economic Growth & Prosperity) saying that there was no further news from Connecting Cheshire or BT. She had provided the name of the new cabinet member for Economic Growth & Infrastructure, Cllr Brian Clarke. The Clerk confirmed that she has a list of all the dissatisfied residents who are experiencing problems with BT Infinity. It was also noted that there had been no update regarding this situation since 13 April 2015.

Resolved: Cllr Brian Clarke to be informed of current position and to ask for his assistance in escalating the problem with BT Openreach/Connecting Cheshire and request a reply within 7 days.

Action: Clerk to action this item.

**6. Implementation of Transparency Code**

Clerk received notification from CWaC that to publish agendas and minutes six times a year plus annual accounts would cost £250 per annum to use their website. Jackie Weaver of CHALC had confirmed that there will be funding available from the Department for Communities and Local Government (DCLG) to assist in implementing the above code but stated it was a slow process. She also confirmed that the DCLG would not be sanctioning councils who did not comply with the 1 July deadline of publishing their accounts online. Discussion took place and it was decided to await further information from CHALC re funding and to investigate setting up and running our own website.

Resolved: Explore costings to set up Parish Council website.  
Action: Cllr Karen Newbury

## 7. Neighbourhood Plan

Cllrs Salmon and Smith had met with Cllr Luke Henley, Chair of Christleton Parish Council on 15 June 2015 to discuss the Neighbourhood Plan but nothing was decided. Cllr Tony Smith's email of 01/07/15 was discussed in which the view was held that as Rowton is in Greenbelt it would not be considered as a sustainable centre in the Greenbelt in the way Waverton or Christleton will be as Part 2 of the Local Plan.

Resolved: The Council agreed unanimously not to proceed with producing a Neighbourhood Plan and therefore would not be linking up with Christleton Parish Council.

Action: Clerk to email Cllr Luke Henley of decision and to thank him for his assistance.

## 8. Parish Event – WW1 Talk

It was agreed the flyer should take the same format as for the Village Talk in 2013. A suggestion of "Your Village Needs You" for the main heading. Flyer to be produced by middle of August and distributed w/c 07/09/15. Contacts re attendance on flyer to be: Cllr Morfudd Salmon, Cllr Bob Smith and Parish Clerk. Cllr Karen Newbury offered to print the flyers - distribution to approx. 177 houses. Clerk to email David Cummings for photographs and brief introduction. Cllr Tony Smith to confirm with Rowton Hall £4 charge for tea/coffee and cake and that the booking fee of £100 is for the Ballroom and not the Inglenook. Approx 60 people are expected to attend. In appreciation of David Cummings' work and commitment to this event a donation to be made to his chosen charity.

Resolved: £100 to be donated to David Cummings' chosen charity

Action: Clerk to email David Cummings to ascertain his chosen charity.

## 9. Flagpole – St James' Church, Christleton

Request had been received from Revd Elizabeth Innal for a donation towards the purchase of a new flag pole for St James' Church, Christleton

Resolved: Proposal approved to donate £100 to Christleton Parochial Church Committee

Action: Clerk to action this item

## 10. Financial Regulations & Risk Assessment

It was agreed that as only half of the Parish Council was present that this item be discussed at the next meeting.

## 11. Finance

The following expenditure was approved:-

Payments	Amount	Cheque No
HMRC	123.20	000615
Mrs C M Davies May Salary + Expenses	244.00	000616
CWaC re uncontested election recharge	181.00	000617
Christleton Parochial Church re Flagpole	100.00	000618

Mrs C M Davies June Salary + Expenses + tax refund	319.60	000619
Balance as at 11/06/2015	5457.11	

The Clerk was requested to provide at future meetings a running total of the bank balance to include payments and receipts. The Clerk was also requested at future meetings to provide a breakdown of monthly salary payments to include expenses. It was also requested that the agenda include the full list of planning applications and expenditure. Clerk notified the Council that she had nominated herself as first contact and Ladywell Accountancy as the second contact to The Pensions Regulator. The staging date for when the law comes into effect for workplace pensions for Rowton Parish Council is 1 October 2016.

## 12. Planning Applications

The following Planning Application decisions were made after publication of the Agenda:

15/1898/OUT Rowton Court Hotel, Whitchurch Road CH3 6AF: 2 Detached dwellings: Refused

15/1899/OUT Rowton Court Hotel, Whitchurch Road CH3 6AF: First floor extension and two-storey extension to provide 6 additional rooms: Refused

15/02277/FUL Brook Lodge, Whitchurch Road, CH3 6AF: Single and two-storey extensions and alternations to include a new principle entrance – Approved

Following Planning Application has been commented on and is awaiting decision:

15/02447/FUL The Spinney, Rowton Lane CH3 6AT: Full painted full render to full height of all elevations.

## 13. Highways

Clerk informed that PC Neil Busby has left the Police. Andy Wedgewood of Cheshire Police is now aware of speeding and parking on pavement issues on Moor Lane and informed that PCSO Deb Netherton is now our contact.

Resolved: Request PCSO Debt Netherton to investigate matter.

Action: Clerk to action this item.

## 14. Draft Annual Plan

Annual plan had been circulated prior to meeting and the following additions were requested. Two additional columns to be inserted after Objective/Activity, namely Action and Owner & Date Completed and under Objective/Activity for March 2016 – Pension Enrolment update. Clerk to circulate updated Plan.

## 15. Forthcoming Councillor Vacancy

Cllr Tony Smith has indicated that he wishes to step down later this year. Parish Council agreed to make residents aware of forthcoming vacancy at WW1 talk at Rowton Hall Hotel.

## 16. Information Only

Sandstone Wall: Tarmac to edging completed satisfactorily. This item now complete.

Grass cutting of Village Green: Grass cut on 20/06/15. Graham Jones of CWaC confirmed cutting to be every 4-6 weeks.

Community Budget Fund Application for £1200: Application received and accepted – awaiting payment into bank account.  
Rowton Village Green: Confirmation of ownership – copy of registration dated 11/09/1973 received and filed. Clerk to check with Jackie Weaver at CHaLC if Green is to be registered as an asset and if there are any issues the Parish Council should be aware of regarding ownership.  
Street Light opposite Holly Bank: Fixed  
Audit for y/e 31/03/15: 3 outstanding audit points required attention – form returned 01/07/15. Additional fee of £35 incurred.

**17. Matters arising not covered elsewhere on the Agenda**

None

**18. Issues for Future Discussion/Consideration**

It has been noted that a canal boat is being constructed in the car park of Rowton Court Hotel - this could have potential health and safety implications.

**19. Correspondence**

Parker's Wholesale catalogue  
Broxap Street Furniture Summer 2015 catalogue  
Clerk Magazine – July 2015  
Glasdon brochure  
Your Park Life brochure  
CHALC Newsletter – June 2015  
Clerks & Councils Direct – July 2015

**20. Date of Next Meeting – Monday 14 September 2015**