

**MINUTES OF ROWTON PARISH COUNCIL MEETING  
MONDAY 15 MAY 2017 at 7.30pm**

Present: Councillors Bob Knight (Chair)  
Glenys Harrison (Vice-Chair)  
Morfudd Salmon  
Pat Fitton

In attendance: Cllr Stuart Parker (left at 8.10pm)  
Clerk Christine Davies

**1. Apologies**

Cllr Paul Shannon (work commitment)

**2. Declaration of Interest**

None

**3. To consider the approval of the minutes of the Ordinary Meeting of the Council held on 13 March 2017**

Resolved: Minutes approved and signed as a true record by Cllr Bob Knight.

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

**Dog Fouling Notices** Request for notice to be displayed on street lighting pole by pond on Short Rowton Lane does not appear to have been carried out. Cllr Harrison also commented that some notices that had previously been displayed on long Rowton Lane do not appear to still be in place. Cllr Harrison said she would double check on the above and confirm to the Clerk who in turn would contact the Dog Warden at CWaC.

**5. Public Participation**

No members of the public present

Cllr Parker informed us that because of the forthcoming General Election there was no official business being carried out by CWaC Councillors. He was pleased that the new theatre/arts venue, Storyhouse, was open and said it would be a great addition to the City. Cllr Parker reminded the Parish Council of the current Local Government Boundary Review of CWaC which recommends reducing the number of councillors from 75 to 69. All the wards, including Chester Villages, are under review. The Parish Council have informed local residents of the review via the website and the noticeboards but had not itself made a submission. The Council agreed that they wished to remain within the current ward i.e. Chester Villages and a submission would be made before 05 June 2017. Cllr Parker also confirmed that the Parish Council can apply to his Member's Budget for funding towards this year's Carols on the Green.

**6. Highways**

**Village Ward Traffic Group** Christleton Parish Council plan to purchase a speed

gun and have requested a £200 contribution. This was discussed at length, and the Council having noted that no financial commitment had been requested at the initial meeting of the group of 17/03/17, decided against making the contribution.

**Action:** Clerk to email Christleton Parish Council with Council's decision

**Speedwatch Meeting – 18 May 2017** PC Rob Boulton has issued invitation for parish councillors to attend.

Action: Clerk to email Cllr Paul Shannon to see if he can attend.

**Overhanging Hedge** Hedge growth does not appear to be impeding pedestrian access but Cllr Fitton to check and if it is she will inform Clerk who will contact Streetscene.

## 7. Finance

Payments	Amount	Cheque No
CM Davies – March Salary £159.99 + £19.39 Expenses	£179.38	000665
CHaLC – Annual Subscription	£128.80	000666
CM Davies – April Salary £167.48 + £15.24 Expenses	£182.72	000667
Came & Co – Annual Insurance	£280.00	000668
Mid-Cheshire Footpath Society – Annual Sub	£8.00	000669
Cllr Pat Fitton – reimbursement re shrub in memory of Rosemary Boothroyd	£36.50	000670
Bank Balance as at 05/05/2017	£6897.73	

## 8. Annual Return for Year Ending 31 March 2017

### (i) To Approve and Sign Section 1 - Annual Governance Statement 2016/17

The Annual Governance Statement 2016/17 was approved by the Parish Council and signed by the Chair and Clerk.

### (ii) To Approve and Sign Section 2 - Accounting Statements for 2016/17

The Annual Accounting Statements for 2016/17 were approved by the Parish Council and signed by the Chair and the Responsible Financial Officer.

### (iii) To consider appointment of Internal Auditor

The Parish Council agreed for Fil Prevc to be approached to internally audit the accounts.

Action: Clerk to action this item.

## 9. Planning

To receive decision re Planning Application 17/1559/FUL – Rowton Grange West, Whitchurch Road : Proposed detached garage, sun room and garden store - Approved

## 10. Councillor Vacancy

Clerk confirmed that a Casual Vacancy Notice to be displayed for 14 working days would be put up the following day – 18 May. If there was no response to this

then the Parish Council could fill the vacancy by co-option. The vacancy would be publicised in the Newsletter and if no response to that then advertised in the A41 magazine.

#### **11. King George V Playing Fields**

Christleton Parish Council has forwarded copies of invoices detailing expenditure incurred in the upkeep of the above. This item was discussed and it was again agreed that the Parish Council are not in a position to contribute to the upkeep of the KGV playing fields and do not require copies of future invoices.

Action: Clerk to communicate this to Christleton Parish Council.

#### **12. Newsletter**

The layout was agreed as follows:

Main Title – “Please can you Help?” – item requesting volunteers to care for Village Green

Christmas Carol Singing

Dog Fouling in the Parish

Newsflash re Village Treasure Hunt in September/October

Back Page

Speed Awareness

Rowton Rainbows

Return of Mobile Library

Councillor Vacancy

Useful Telephone Numbers

Councillor Information

Newsletter to be printed black on white, size A4, back to back – 200 copies to be printed. Clerk had obtained quote from Office Outlet of £52. It was agreed that distribution be week commencing 29 May 2017.

#### **13. Parish Documents**

Clerk confirmed that Jackie Weaver from CHaLC has informed that “minutes to be kept forever”. She suggested that very old Parish documents be sent to Cheshire Archives. Cllr Salmon said she would inform her sister-in-law, who is in possession of documents dating back to the late 1950’s, of this.

#### **14. In Memory of Rosemary Boothroyd**

Cllr Fitton had received a letter from a Christleton resident, Mr Alf Croston, requesting a plaque be erected in memory of Rosemary Boothroyd. The Parish Council discussed this, and although they do not plan to proceed with erecting a plaque, having providing the memorial planting, they have no objection to a plaque being installed by Mr Croston if he would like to do so with the consent of her family.

Action: Clerk to confirm this in writing to Mr Croston.

#### **15. Items for Discussion/Consideration**

Electoral Boundary Review – see (5) above. As submission date is before next meeting it was agreed that Parish Council would make submission in favour of

staying within the Chester Villages Ward.

**16. Correspondence**

HAGS 2017 Brochure

Cheshire Playing Fields Association Annual Report 2015/16

Glasdon Brochure

Broxap Spring/Summer 2017 Brochure

Clerks & Councils Direct May 2017

The Clerk May 2017

**17. Date of Next Meeting – Monday 10 July 2017**

Meeting finished at 9.40pm