

# MINUTES OF ROWTON PARISH COUNCIL MEETING

MONDAY 22 JULY 2019 at 7.30pm

Present: Councillors Paul Shannon (Chair)  
Howard Hopwood (Vice-Chair)  
Bob Knight  
Glenys Harrison

In attendance: Clerk Christine Davies

## 1 Apologies

Cllr Peter Thomas (personal)

## 2 Declaration of Interest

None

## 3 To consider the approval of the Minutes of the Annual Parish Council Meeting held on 20 May 2019

Resolved: Minutes approved and signed as a true record by Cllr Paul Shannon (Chair)

## 4 To consider the approval of the Minutes of the Ordinary Parish Council Meeting held on 20 May 2019

Resolved: Minutes approved and signed as a true record by Cllr Paul Shannon (Chair)

## 5 Matters Arising not covered elsewhere on the Agenda

**Website Accessibility** Cllr Hopwood has approached Kelsall Parish Council regarding their arrangements and they are in the process of seeking further guidance and information.

## 6 Public Participation

No members of the public in attendance.

## 7 Parish Council Vacancy

Michael Smythe has been a resident in Rowton for 6 months and was previously a Parish Councillor in Littleton.

Proposer: Cllr Paul Shannon

Seconder: Cllr Bob Knight

Michael Smythe was duly co-opted onto the Parish Council.

Clerk to enquire when next "Introduction to Local Councils for Clerks & Councillors" course to be held for Cllr Smythe to attend.

## **8 Highways**

- i) Surface of Moor Lane at Junction with A41 – Job has been closed even though not complete. Clerk has requested Highways to re-open.
- ii) Blocked culvert – mid-way Short Rowton Lane. Cllr Shannon has met with representative from Highway at site to discuss issue. At the meeting there did not appear to be a blockage but possibly one further down on private land. Highways has raised a works order for this but no timeframe given.
- iii) Build-up of turf/debris on pavement on left at junction of Long Rowton Lane with A41. Highways have cleared and cleaned pavement. However, the levelling has compacted the soil in the undulations of the pavement which means that when it rains it turns into a muddy track. The pavement has deteriorated quite badly. Clerk to report this to Highways.
- iv) Pedestrian Crossing Action Group – Cllr Thomas had forwarded update informing of approx. 400 signatories for Petition and that CWaC to carry out 12-hour traffic survey at site in September/October

Cllr Hopwood reported that flooding has occurred at the dip in Long Rowton Lane, two drains either side of the road need clearing. Clerk to report to Highways.

## **9 Village Green Grass Cutting**

Request to the General Manager of Rowton Hall Hotel for sight of copy of contractor's insurance liability has not been provided. It was agreed to send further reminder and if no reply is received by 5 August then Parish Council, in order to comply with its legal requirements, will request Rowton Hall Hotel not to cut the Village Green grass. If this is the case the Parish Council will use the services of Steve Beech, a contractor (with liability insurance) to cut the grass. He cut the grass twice in 2018 and charged £15/cut. Cllr Shannon to liaise with Steve Beech.

## **10 Fly-Tipping**

Regulatory Services have visited the site on two occasions (field to the left of junction of Long Rowton Lane/A41) and produced photographs showing what appeared to be one black bag of garden waste, however, they said it was not possible to search due to the vegetation. They said there was no evidence to suggest where the waste has come from and unable to progress any further. As the waste is on private land they will write to the land owner advising them of the fly tip.

## 11 Finance

The following expenditure was approved:-

Payments	Amount	Cheque No
Came & Company – Annual Insurance	£337.71	000733
CM Davies – May Sal £229 + £25.65 exp	£254.65	000734
CM Davies – June Sal £200.38 + £31.19 exp	£231.57	000735
Bank Balance as at 5 July 2019	£6228.38	

Electronic Cash Book reconciliation verified and signed by Cllr Glenys Harrison.

The Parish Council agreed to add Cllr Howard Hopwood as an additional signatory to the bank account.

## 12 AGAR Return 2018/19

Clerk confirmed that the Internal Audit was completed in June and there were no issues raised. All the required documents have been uploaded to the website and the Notice of Public Rights and Publication of Annual Governance and Accountability Return is displayed on the 2 noticeboards and the website.

## 13 Christleton Parish Council – King George’s Trust First Field

Christleton Parish Council, the trustees of King George’s Fields Trust including the First Field, are looking at the feasibility of making improvements to the above field. Before expending any money on improvements they would like to canvass Rowton residents if they would be interested in making use of the field.

Resolved: Notices to go on Notice Boards and Website directing any suggestions to clerk at Christleton Parish Council

## 14 Planning

To receive Planning Application 19/02369/S73 – land at Moor Cottage, Moor Lane – Variation of conditions 1 (3-year time limit), 4 (windows/roof lights), 5 (materials) and 9 (hedgerow/boundary) of 18/03467/FUL. Comments required by 31/07/19. The Parish Council agreed that “No Comment” be submitted. To receive Planning Decision re 19/0253/FUL – Thurnby, Greenfield Lane – part single, part two-storey rear extension including alterations to front elevation and rendering to whole property - Approved

## 15 Home Security Marking

A local resident has requested the Council to look at the introduction of such schemes as SelectaDNA and SmartWater. As the crime rate in Rowton Parish is extremely low, the Parish Council considered that the cost to be incurred did not warrant the introduction of such a scheme. Obviously, if this situation

were to change then the Parish Council would review its decision.  
Resolved: Clerk to inform local resident of decision

**16 Carols on the Green**

The Parish Council discussed potentially moving the location to Rowton Methodist Church. It discussed all the pros and cons and decided unanimously for the Carols to remain on the Green.

**17 Issues for Discussion/Consideration**

No issues were presented for discussion.

**18 Correspondence**

Clerks & Councils Direct – July 2019  
The Clerk Magazine – July 2019

**19 Date of Next Meeting – Monday 9 September 2019**

Meeting finished at 9.00pm