

**MINUTES OF ROWTON PARISH COUNCIL ORDINARY MEETING**  
**THURSDAY 23 MAY 2024 at 7.30pm**  
**held at Rowton Methodist Church, Moor Lane, Rowton**

Present: Councillors            Howard Hopwood  
   Paul Shannon  
   Glenys Harrison  
   Michael Smythe

In attendance Clerk            Christine Davies    2 Members of Public

**1 Apologies**

Cllr Melanie Fildes (no reason given)

**2 Declaration of Interest**

None

**3 To approve the Minutes of the last meeting held on 11 March 2024**

**13/2024 Resolved:** The minutes were signed as a true and correct record by the Chair, Cllr Howard Hopwood.

**4 Public Participation**

Member of the public wished to know what the current situation was regarding the contaminated ditch on the left-hand side of short Rowton Lane. Cllr Smythe confirmed that he has reported this as a pollution incident to the Environment Agency who said they would send out an inspector. Cllr Smythe to follow-up this up.

Second local resident, Peter Scullion, came to observe the meeting as he is considering joining the Parish Council. He has recently moved to the village and is a former councillor with neighbouring Christleton Parish Council.

**5 Highways**

**a) Road and Safety Issues**

Blocked/contaminated drain - Short Rowton Lane: See above

LGV/HGV's accessing Greenfields Lane: Cllr Fildes not in attendance to report back.

**b) To consider measures for speed reduction on Rowton Lane**

The Chair has been approached by concerned resident regarding the speed of vehicles when they walk along the narrow country lane. Pedestrians, including staff walking to and from Rowton Hall have no pavement to walk on which puts them in an unsafe position when traffic is travelling at 30mph or more. Discussion took place and it was agreed to contact Highways to ask them to review the speed limit and to contact Rowton Hall Hotel to request that their suppliers drive carefully and responsibly along the Lane.

Action: Clerk to contact Highways and the Manager at Rowton Hall Hotel.

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## Planning

Planning Application received since last meeting:

24/01061/FUL Corrig House, Rowton Lane – Proposed addition of a single storey Orangery to the northwest end elevation of the property. No comment submitted 11/5/24.

Decisions Received:

23/01296/FUL: Rowton Service Station: Demolition of car wash and the creation of charging zone, erection of EV chargers, erection of canopy, two jet-wash bays, sub-station enclosure, plant room and associated forecourt works : Approved .

23/02065/FUL: Bridgecroft, Promised Lane Lane: Proposed Garden Outbuilding: Decision Withdrawn (Delegated decision)

24/00414/FUL: Lower Greenwalls, Eggbridge Lane – Erection of Car Port Approved

24/00203/FUL: Lingdale, Greenfields Lane, Rowton: Two storey front extension, alterations to rear dormer, part rendering, complete re-roof. Approved:

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## FINANCE

a) **14/2024 Resolved:** The following payments were approved since last meeting:-

| Payee  | Amount   | Statute Power    |
|--|----------|------------------|
| CM Davies – March Salary + Expenses                                      | £296.75  | LGA 1972 Sec 111 |
| Microsoft 365 Annual Subscription  | £16.35   | LGA 1972 Sec 112 |
| Penny Lane Accounts – March Payroll                                      | £5.00    | LGA 1972 Sec 112 |
| Rowton Methodist Church – Room Hire                                      | £250.00  | LGA 1972 Sec 112 |
| Mid-Cheshire Footpath Society – Annual Sub                               | £8.00    | LGA 1972 Sec 112 |
| ChALC – Annual Subscription  | £132.24  | LGA 1972 Sec 112 |
| CM Davies April Salary/2nd instalment of unpaid contractual hrs/Expenses | £1064.23 | LGA 1972 Sec 111 |
| Penny Lane Accountants – April Payroll                                   | £5.00    | LGA 1972 Sec 112 |

b) Bank Balance as at 03/05/2024 is £12,529.25

c) Cllr G Harrison signed and dated the electronic cash book reconciliation sheet

d) Update re Business Reserve Account: Cllr Smythe to report back at next meeting.

e) To approve renewal Annual Insurance quotation from Zurich Insurance.

**15/2024 Resolved:** That the Parish Council approve the annual premium of £367.16 with Zurich Municipal Insurance.

f) To consider amending reserves policy in Financial & Management Risk Policy.

**16/2024 Resolved:** That the Parish Council approve that the General Reserve be set at 12 months net revenue expenditure.

g) To approve amendments to the Parish Council's Financial Regulations as follows:

Clerk to have delegated authority for expenditure up to £50

Between £50 and £250 Expenditure requires the approval of the Chair

Above £250 expenditure requires full Council approval.

Action: Clerk to incorporate amendments into new NALC Financial Regulations 2024 to be presented at next meeting.

**8 Annual Governance and Accountability Return**

a) To approve and note the Annual Internal Audit Report

**17/2024 Resolved:** That the Parish Council approve the Annual Internal Audit Report.

b) To approve and sign the Certificate of Exemption

**18/2024 Resolved:** That the Parish Council approved the Certificate of Exemption which was signed by the Chair and Responsible Financial Officer.

c) To approve and sign Section 1 Annual Governance Statement

**19/2024 Resolved:** That the Parish Council approved Section 1 Annual Governance Statement which was signed by the Chair and Clerk.

d) To approve and sign Section 2 Annual Accounting Statement

**20/2024 Resolved:** That the Parish Council approved Section 2 Annual Account Statement which was signed by the Chair and Responsible Financial Officer.

e) ) Period of Notice of Public Rights and Publication of Annual Governance & Accountability Return.

Clerk confirmed the dates for publication as Monday 3 June – Friday 12 July 2024

**9 .Gov Domain Name**

Cllr Smythe to attend on-line training session and to report back at next meeting.

**10 Community Bench**

Despite several follow-ups to Canal and River Trust there is nothing to report.

**11 Items for Discussion**

Viability of external electricity supply for Carols on the Green event – to be discussed at next meeting.

Possible “Community Clean-Up” event to be discussed at next meeting.

**12 General Correspondence**

The Clerk Magazine – May 2024

Clerks & Councils Direct – May 2024

**13 Date of Next Meeting**

Monday 15 June 2024 at 7pm

Meeting finished at 8.40pm