

DUNHAM HILL & HAPSFORD ANNUAL PARISH COUNCIL MEETING

Tuesday 7th January 2020, at 7.30pm, in the Village Hall, Dunham Hill.

MINUTES

Present: Cllr D Cowap – Chair
Cllr R Johnson
Cllr R Hadden
Cllr C Green

Cllr K Bradley
Cllr K Holmes
Cllr H Deynem (CWaC)

Clerk: Mrs T Ryall-Harvey

Members of the public: 4

APOLOGIES FOR ABSENCE – Apologies for absence were received from Cllr S Moore and Cllr S Willett.

DECLARATION OF INTERESTS – Cllr Bradley declared that he was a Governor of Helsby Hillside Primary School should this be relevant to any discussions in the meeting.

ACCEPTANCE OF MINUTES

RESOLVED 19/058 - that the Chairman signs, as a correct record of the circulated minutes of the Parish Council meeting on the 5th November 2019.

PUBLIC PARTICIPATION

Dunham Hill WI reported that they had requested for a prunus tree to be planted to commemorate 100 years of the WI in Cheshire. The license had been applied for to CWaC and subject to their approval they asked if the Parish Council would like to join them in planting the tree. It was agreed that this would be planted on 15th February and a commemorative plaque would also be supplied by the WI. Cllr Deynem agreed to chase the licence with CWaC.

REPORT IT –

- A56 from Lower Hill to Church View turning still waiting to be swept and gullies cleaned. (it was reported that 4 grids on Lower Hill had been emptied).
- Pavements in Dunham Hill need sweeping.
- Barrow Road – needs sweeping and hedge needs cutting at the junction (on the ward boundary).
- Pavements from Hornsmill to Motorway – reported JOB REF 4861140

Cllr H Deynem was organising a Ward drive around with the highways and undertook to include these areas.

ITEMS FOR DISCUSSION

- Travellers – Cllr Deynem confirmed that a working group had been set up, however the Towers Lane application and an application in Hooton had been recently submitted to the Planning Committee.
Cllr Holmes undertook to supply Cllr Deynem with the information relating to the planning application on the Paddocks relating to the tie to individuals.
It was suggested that a letter be wrote to Fiona Hall with regards to the travellers site applications.
- Road Cleaning Update – it was reports that a large amount of fly tipping has been seen between Hornsmill and the motorway.
It was suggested that letters be written to McDonalds & Costa at the services station to see if they would contribute to either the installation of litter bins or someone's time to undertake regular litter picking.

PLANNING

- Councillors noted the Planning Register dated 01/01/2020.
- Planning Applications since last meeting
19/04355/FUL – Square House Farm, Village Road – Cllr's had visited local residents and everyone seemed in favour of the planning application.

ACCOUNTS

Cashbook – the council accepted the cashbook dated 18/12/2019

Income & Expenditure **RESOLVED 19/059** – to accept the income and expenditure as circulated at the meeting:-

Income:-

Gowy Landfill Site – towards the installation of electricity for a Christmas Tree in Dunham Hill £1,000.

Marshes Community Benefit Fund - £3,920.00

Interest Paid Gross £5.77

Expenditure:-

To Whom Paid	Comments	Amount
Clerk's Salary	Tax Point 9	£214.65
Clerk's Salary	Tax Point 10	£214.85
Clerk's Mileage & Expenses		£196.79
Walker's Plants	Christmas Tree for Hapsford	£126.00
Autela Payroll Services		£47.08
HMRC PAYE	Q3	£161.20
Barrow Primary School	Printing of Newsletter	£45.00
Dunham Hill Village Hall	Hire of Rooms for 2019	£88.00

Subscriptions – following receipt of a recommendation from the Working Group to cancel the subscription of the CHALC Membership it was **RESOLVED 19/60** to do this for 2020-21.

- following a request from the Clerk to contribute towards the Clerk's membership of SLCC it was **RESOLVED 19/061**.

IT Equipment – following the last meeting where it was resolved that a Laptop be purchased it was requested that Cllr Johnson proceed and purchase the laptop that he was recommending.

Budget for 2020-21 – following the Working Group meeting where the budget was reviewed and drafted the Parish Council **RESOLVED 19/062** to accept the budget for 2020-21.

Budget Element	2020-21 Budget
EXPENDITURE	
People & Expenses	
Clerk	2,640
HMRC tax	688
Expenses	600
Training	500
Professional service	
Insurance	330
Internal Audit	50
Autela payroll	220
General Services	
Website & Broadband	85
Village Hall Room Hire	100
Newsletter	200
Bulb Planting & Planters	400
Admin	
Membership/Subscriptions	190
Data Protection fee	40
Admin	100
Elections	0
Grants	
General	500
Projects	
Defibrillator	60
Community cleanup	0
Maintenance of Assets	450
Ad Hoc Beneficial Items (S137)	200
Inflation %	0
Contingency % of above	0
TOTAL CASH OUT	7,353
RECEIPTS	
Precept	6,305
Bank Interest	8
VAT recovery	95
CWAC contribution	0
Other	0
TOTAL CASH IN	6,408
Transaction Cash Flow	-495

Precept for 2020-21 – it was **RESOLVED 19/063** that the precept be set at £6,305 for 2020-21, which was an increase on previous years, as it was agreed that the precept needs to be brought in-line with the Parish Council expenditure over the next five years. Reserves that the Parish Council were currently using, were being reduced and the projects that the Parish Council had planned over the next few years would utilise this money.

Churchyard Grant – it was **RESOLVED 19/064** that the churchyard grant be submitted to CWaC for £380.00.

VILLAGE IN BLOOM & COMMUNITY LITTER PICKING EVENTS

- Community Litter Picking – next event would be planned for March 2020.
- Trees for Dunham Hill & Hapsford – Cllr Green confirmed that the Parish Council have been successful in their application to the Woodland Trust. The clerk reported that licenses had been applied for to CWaC to plant trees on the Green Space in front of the Wheatsheaf and Yew Tree Farm and subject to CWaC's approval this would be undertaken towards the end of February.

Concern had been raised by the Church due to them currently using this green space for parking – Cllrs undertook to speak directly with the church to try to resolve this issue.

It was **RESOLVED 19/065** that the clerk submit a further license to plant trees opposite the Barns in Hapsford.

GOWY LIAISON GROUP – there was no update following the last Gowy Liaison Group Meeting.

PARISH COUNCIL ASSETS - Cllr Holmes to follow up on quotes received for the maintenance of the Bus Shelters.

TRAINING – the following training was **RESOLVED 19/066** to be paid for councillors and clerk to undertake:-

- Code of Conduct Training – Tuesday 4th February @ 7.00pm – all to undertake
- Audit Training – Wednesday 29th January – clerk to undertake
- Chairmanship Training – Wednesday 26th February – Cllr Hadden to undertake
- Chairmanship Training 2 – Thursday 18th March – Cllrs Cowap & Holmes to undertake
- Introduction to Local Clerks Training – (cost split between four PC's) – Clerk to undertake

ITEMS FOR INCLUSION IN THE NEXT NEWSLETTER

Items for inclusion in the next Newsletter were:-

WI Tree Donation

Community Litter Pick

Defibrillator Training

Precept

Woodland Trust – Tree Planting

POLICIES – It was **RESOLVED 19/067** to adopt the following policies as submitted to the Parish Council Meeting:-

- Zero Tolerance Policy
- Website & Privacy Policy

It was **RESOLVED 19/068** to adopt in between meetings the following policies subject to amendments being circulated and agreed by email.

- Disciplinary Policy
- Grievance Policy

DATE OF NEXT MEETING

The next meeting would be held on Tuesday 3rd of March, 2020 at 7.30pm in the Village Hall.

The meeting closed at 8.50pm

Signed:..... Dated:.....

Mrs T Ryall-Harvey 08/01/2020