

**MINUTES OF A MEETING OF WISTASTON PARISH COUNCIL**  
**HELD ON THURSDAY 20<sup>TH</sup> APRIL 2023 AT 7.00 P.M.**  
**AT WISTASTON MEMORIAL HALL**

**Present:** Cllr. J. Moore (Chairman)  
D. Millington, G. Roberts, R Moore, D Houston, T. Kilkenny, Cllr Simon arrived at 7.25pm

**In Attendance:** Kerri Wilcox (Clerk)

**124 APOLOGIES** Cllrs B Squirrell

**125 MINUTES**

**RESOLVED:** That the minutes of the meeting held on 16<sup>th</sup> March 2023, be approved, and signed by the Chairman as a true record.

**126 DECLARATIONS OF INTEREST**

Cllr Houston and Squirrell declared an interest in item 128 Clerk's Report additional item, Letter of support, Memorial Hall rebuild.

**127 Planning Matters**

The following item was **RESOLVED**.

**Planning views following consultation with Planning Subcommittee.**

**23/0569N** – First floor extension to front/side of dwelling and two storey extension to rear 31 St Mary's Gate – **No Comments from Cllr Houston**

**23/0150N** – Change the garage to a living room or reception room, remove garage door to form brick walls and windows. Besides, extend the entrance to the front and form brick wall to build a hallway or porch – 5 Buckley Avenue - **No Comments from Cllr Houston**

**23/1072N** – Installation of internally illuminated totem sign – Marshfield Bank Garage  
- **No Comments**

**23/1073N** – Advertisement consent for installation of illuminated totem sign – Marshfield Bank Garage – **No Comments**

**23/1284N** – Proposed single storey extension to rear of dwelling- 18 Westfield Drive

**23/1377N** – Single storey front extension altering existing flat roof to hipped at front rendering front elevation of property – 32 Milton Drive

**(ii) The following planning decisions have been notified from Cheshire East Council**

**23/0107N** - Proposed side and rear wraparound single storey extension, new solar panels to rear elevation roof and replacement windows throughout – 516 Crewe Road  
**Approved with conditions.**

**23/0569N** – First floor extension to front/side of dwelling and two storey extension to rear 31 Marys Gate – **approved with conditions.**

## 128 CLERK'S REPORT

### i. Memorial Tree Requests

The Council **APPROVED** a request for memorial Tree.

### ii. Payment to Mercia Tree Care for JSR040

Council **ENDORSED** the payment of £1480.00 (funded from line 29 Environmental General to Mercia Tree Care for option 2 reducing the tree to a standing monolith.

### iii. Grants to Voluntary / Other Bodies

Wistaston Community Council – Fireworks (paid later in the year)	<b>£850</b>
Wistaston Community Council – Underwriting (£1500 paid in April, Bal in Sep/Oct)	<b>£3000</b>
St Mary's Church – Maintenance of the Churchyard (£1500 paid in Apr/Bal in Oct)	<b>£3000</b>
Royal British Legion Donation – Remembrance Day (Payment to made in Oct 2023)	<b>£350</b>
Wistaston Memorial Bowling Club – Towards Hedge cut	<b>£950</b>
Wistaston Memorial Hall – Towards Car Park line painting	<b>£1500</b>
Wistaston Tennis Club – Recover Felt Roof	<b>£1400</b>
Wistaston Allotments – Car park re-surfacing and paint for Portacabin	<b>£500</b>
Wistaston Conservation Group – Tools / Insurance	<b>£750</b>
	<b>£12,300</b>

The Council **APPROVED** the grant payments to the organisations via bacs for the amounts as agreed in the 2023-24 Budget with the exception of the Wistaston Young Drama Group as the Clerk reported that she had received an email informing Council that the group is no longer running.

### iv. Coronation Flag and Lamp post signs reimbursement

The Council **ENDORSED** the reimbursement to the Clerk for the purchase of a Coronation Flag and Lamp Post signs of £127.15 & Vat (funded from Line 12 Community Amenities).

### v. Chalc Renewal

The annual subscription for 2023/24 to the Cheshire Association of Local Council's at a cost of £1510.87 is due for renewal (funded from line 4 Association Fees and Publications).

The Council **APPROVED** the renewal of the subscription.

### vi. Microsoft Office Reimbursement

The Microsoft office package is due to renewal on April 21<sup>st</sup> 2023 at a cost of £59.99 (funded from line 2 Printing, Stationery and Advertising).

Council's **APPROVED** reimbursement to the Clerk

### **vii Memorial Hall Land Registry**

The Solicitor has requested the names and addresses of two Councillors with the authority to sign official papers for the Land Registry Document for the Memorial Hall. This is normally the Chair / Vice Chair or Chair of Finance and is witnessed by the Clerk.

Council **APPROVED** the information being passed on to the Solicitor and it was agreed that the Chair and Vice Chair would sign the papers.

### **viii Wistaston Community Council**

Enclosed in your papers is a document showing the proposed changes to Wistaston Community Council's Constitution ( shown in red and green)

Council **APPROVED** the change of Wistaston Community Council's Constitution and made some suggested changes.

### **ix Councillor's Resignation**

The Clerk informed that Council of the resignation of Cllrs Perry and Connell.

### **x Data Protection Fee**

The annual Data Protection fee is due for payment by the 20<sup>th</sup> May 2023 at a cost of £40.00 (funded from line 4 Association fees & publications.

The Council **APPROVED** the fee payment.

### **xi Elections**

The Clerk reported that there will be no election held in Wistaston as there is below the number of Councillors. Council will advertise vacancies after the elections have taken place.

### **The Clerk added an additional item which was approved by Council – Memorial Hall Support Letter**

The Clerk presented a letter of support for the Memorial Hall rebuild to the Council and it was **APPROVED** so the clerk will forward the letter to the Memorial Hall rebuild committee.

The Clerk's Report was accepted by the Council.

## **129 FINANCE**

**RESOLVED:** That the Receipts and Payments Statement and the Schedule of Accounts for payment March 2023 (totalling £1,969.44) have been approved.

**Accounts for Year End 31<sup>st</sup> March 2023**

**RESOLVED:** The Accounts be approved and signed by the Chairman and Responsible Finance Officer at this meeting. A notice be posted on 1st June 2023 to 14th July 2023 giving residents the opportunity of inspecting the Accounts.

**(iii) Annual Governance and Accountability Return 2022/23**

**RESOLVED: That**

Section 1 Annual Governance Statement 2022/2023 of the Annual Governance & Accountability Return be approved and signed by the Chairman and Clerk. The Council have reviewed the effectiveness of the accounting records and control systems and found them satisfactory.

Section 2 Accounting Statements 2022/2023 of the Annual Governance & Accountability Return be approved and signed by the Chairman and Responsible Finance Office.

**130 ENVIRONMENTAL REPORT**

The Environmental Reports from the Cllr Lucas was received by the Council and accepted.

**The meeting closed at 7.35 p.m.**