

**MINUTES OF A MEETING OF WISTASTON PARISH COUNCIL**  
**HELD ON THURSDAY 20<sup>TH</sup> JUNE 2019, AT 7.30 P.M.**  
**AT WISTASTON MEMORIAL HALL, CHURCH LANE, WISTASTON.**

**Present:** Cllr. J. Moore (Chairman)

Cllrs. T. Kilkeny, D. Lucas, D. Millington. R. Moore, G. Roberts, J. Scott & R. Squirrell.

**In Attendance:** - Mrs. Cross (Clerk).

**25 APOLOGIES**

Cllrs. A. Bicknell, Mrs. V. Smith & Borough Cllr. Mrs. M. Simon.

**26 MINUTES**

**RESOLVED:** That the Minutes of Meeting held on 16<sup>th</sup> May 2019, be approved and signed by the Chairman as a true record.

**27 DECLARATIONS OF INTEREST**

No declarations of interest were made in respect of any items on the Agenda.

**28 PUBLIC PARTICIPATION / POLICE MATTERS / CHESHIRE EAST COUNCILLORS**

No attendees were present.

**29 PLANNING MATTERS**

**(i) The following planning DECISIONS have been notified**

19/1367N Existing building enlarged by rear ground floor & side ext. - 74 Church Ln	<b>PERMIT</b>
19/1446N Single storey rear ext. to form utility/shower/toilet room & kitchen, pitched tiled roof with Velux windows and bi-fold doors to rear elevation – 19 Broughton Lane	<b>PERMIT</b>
19/1523N First floor side ext. – 26 Merrivale Road.	<b>PERMIT</b>
19/166N Two storey side ext. & single storey rear ext. – 75 Capesthorpe Road.	<b>PERMIT</b>

**30 CHAIRMAN'S REPORT**

The Council considered the Chairman's Report

**(i) Park Ranger**

The new Park Ranger Shaune Poulson-Green will commence his duties on 24<sup>th</sup> June 2019. The current Park Ranger will handover for one week then retire on 30<sup>th</sup> June 2019.

**(ii) Bloor Homes Development**

Cllr. Moore and Millington attended a meeting with representatives from Bloor Homes on 19<sup>th</sup> June 2019. Several issues were raised including the cattle trough, sponsorship of bins and water displacement into the brook. There are no plans to remove the large hawthorn tree. A follow up meeting will be held in six months.

**(iii) War Memorial**

Wistaston Parish Council has committed to part fund improvements to the surrounding area of the War Memorial at St. Mary's Church up to £4,500. Cllr. Squirrel reported the planning application for improvements is undecided. An objection has been raised by the Conservation Officer that the proposed railing and paving should be 'softened' in design. This negates the whole issue of making the area safer for attendees. The Chairman agreed to email Borough Cllr. Mrs. Simon requesting advice on this matter and whether the application should be 'called in'.

**(iv) Street Litter Bins**

Following the incident of a burnt out bin on Beech Drive car park, the Chairman discussed a replacement with an Officer of Cheshire East Council. Owing to lack of funds no replacement can be made, however, if the Parish Council purchase a bin they will continue to empty it. The present design of a steel inner bin and plastic outer has shown to be vulnerable to vandalism and a more robust painted steel bin would offer a better long term solution. Examples are shown in the table below:-

<b>GLASDON</b>	<b>PRICE</b>	<b>BROXAP</b>	<b>PRICE</b>	<b>STAINLESS STEEL BINS</b>	<b>PRICE</b>
Jubilee square design 110 litres	£368	Derby (Similar to Glasdon Jubilee) Wistaston Parish Logo	£269  £20 approx	85 Litre	£540
Plaza round design with built in fire retardant disc 90 litres	£307			110 Litre	£650

**RESOLVED:** That a Derby waste bin be purchased from Broxap with Parish Logo at an approximate cost of £300+VAT and carriage. (Funded from Line 29 – Environmental General)

The Chairman's Report was accepted by Council.

**31 CLERKS REPORT**

The Council considered the Clerks Report.

**(i) Insurance Matters****a) Subsidence Claim 103 Field Lane**

Members received copy letters dated 10<sup>th</sup> April and 8<sup>th</sup> May 2019 from Environmental Services, regarding a subsidence claim at 103 Field Lane. Cllr. Roberts has studied all the tree reports to support the case and explained that tree in question is over 100 years old situated in a Site of Biological Importance, the property is 20 years old. He believes the developer should have installed root barriers to protect the property when building close to mature trees. The property is also on the joining corner of a 'U' shaped terraced house. There used to be springs in the field where this property was built.

**RESOLVED:** That a letter be sent to the Council's Insurers with details of the subsidence claim at 103 Field Lane. Explaining the Council's view regarding root barriers, the property being on the joining corner of a 'U' shaped terraced house and springs in the field where this property was built. Environmental Services be informed their claim has been forwarded to the Council's Insurers.

**b) Bench in Wistaston Green Road**

The Parish Council's bench in Wistaston Green Road was damaged beyond repair by a motorist who was arrested at the scene for driving under the influence. The Council's insurance company settled the claim, a new bench has been purchased and is currently awaiting installation. Members received a copy emails from DAC Beechcroft, stating the third party has failed to refund the outlay, they are recommending legal proceedings be commenced and requested Wistaston Parish Council to agree the statement made to the Court.

**RESOLVED:** That DAC Beechcroft be informed that Wistaston Parish Council agree in principle to the legal proceedings commencing, however, the Council are not leaseholders of the land and have no knowledge of the details provided.

**(ii) Environmental Health Issue**

Members received copies of two emails from Charlotte Ashley resident, regarding an infestation of rats. The emails were forwarded to Cheshire East Councillors Mrs. Simon and Mrs. Weatherill, no response has been received.

**RESOLVED:** That this matter be pursued with Borough Cllrs. Mrs. Simon and Mrs. Weatherill and the resident be advised to contact Laura Smith MP.

**(iii) Charity Duck Race**

**RESOLVED:** That a letter be sent to Robbie Jones of Caboodle Technology stating that Wistaston Parish Council has no objection to them holding a charity duck race at Joey the Swan recreation land on 28<sup>th</sup> June 2019.

**(iv) Donation to Wistaston in Bloom Group**

The Council **ENDORSED** £65 donated to Wistaston in Bloom Group from the Friends of Church Lane Academy be paid into Wistaston Parish Council's bank account and £65 added to Wistaston in Bloom Line 18.

**(v) New Edition of the Good Councillors Guide**

The Council **ENDORSED** the purchase of 15 copies of the new edition Good Councillors Guide at a cost of £60 (Funded from Line 4 - Association Fees and Publications).

**(vi) Village Fete 15<sup>th</sup> June 2019**

The Village Fete took place on 15<sup>th</sup> June 2019, it was well received and a good event for the community.

**(vii) Police Beat Report from PCSO Hobbs**

Members received a copy of the beat report from PCSO Hobbs for April 2019. Cllr. Squirrell reported that Cheshire Constabulary have not submitted any data on their website for two months.

**RESOLVED:** That a letter be sent to the Police Crime and Commissioner enquiring when the Police crime statistics data will be updated on their website.

**(viii) Councillor Resignation**

Cllr. Hodkinson has resigned from Wistaston Parish Council with effect from 10<sup>th</sup> May 2019. A letter of acknowledgment has been sent expressing thanks for his contribution to the Council.

**32 FINANCE****(i) Internal Auditors Report 2018/19**

Members received a copy of the Internal Auditor's report from JDH Business Services Ltd. There was one issue raised and important guidance notes with recommendations for consideration by the Council.

**RESOLVED:** That the action required by Wistaston Parish Council as detailed below be **APPROVED**.

<b>AUDITORS ISSUES RAISED</b>	<b>AUDITORS RECOMMEND- ATION</b>	<b>RECOMMENDED ACTION</b>
<p>The wording of the Financial Regulations (FRs) in relation to contract threshold is ambiguous. The Clerk is required in section 11.2. i) where the contact is in excess of £3,000 to invites tenders from at least three firms. Section 11.2. ii) then specifies how expenditures between £100 and £1,000 should be procured. No mention is made of the threshold between £1,000 and £3,000 although later in the FRs under section 11.7 it states that “if less than three tenders are received from contracts over £1,000 or if all tenders are identical the Council may make such arrangements as it sees fit” even though the FRs never previously set a £1,000 threshold for tendering.</p>	<p><i>The Council should review the wording of the contract Financial Regulations with reference to the format of the contract thresholds in the NALC model Financial Regulations.</i></p>	<p><b>That the Financial Regulations be amended and approved at this meeting in line with NALC Model Financial Regulations. The threshold for formal tendering be increased to £25,000 in line with the Standing Orders approved in November 2018.</b></p>
<p><b>IMPORTANT GUIDANCE NOTE - INTERNAL AUDIT CERTIFICATE in the AGAR</b></p> <p>There is a new internal control objective (Objective 1) in the 2018/19 internal audit certificate that requires internal audit to conclude on whether the Public Rights Notice during the <b>previous Summer</b> was compliant with the Regulations. This is pre-filled for 2018/19 but in order to test this and conclude YES or NO for the 2019/20 internal audit we would need to receive with the 2019/20 books and records:</p> <ul style="list-style-type: none"> <li>- A copy of the completed 2018/19 Notice of Public Rights and Publication of the Unaudited AGAR.</li> <li>- A dated photograph showing the first day of the Notice of Public Rights on the noticeboard and / or a dated computer screenshot showing the first date of the Notice of Public Rights on the website for 2018/19</li> </ul> <p>Our approach to this new requirement will be to conclude NO if we have not received the above evidence and explain on the AGAR that we received insufficient evidence to able to conclude YES; we would also conclude NO if the dates advertised were not complaint with the Regulations. This will be a new ongoing requirement for internal audit, as well as verifying whether certain smaller councils meet the exemption criteria from an external audit. Therefore for the 2019/20 internal audits there will be additional time charged at a fixed fee of £9 +VAT per local council to complete the new requirements.</p>		<p><b>RECOMMENDATION</b></p> <p><b>That a copy of the completed 2018/19 Notice of Public Rights and Publication of the Unaudited AGAR be included with the 2019/20 books and records for internal audit. Along with a dated photograph and computer screenshot showing the first day of the Notice of Public Rights on the notice boards and website. This will be an ongoing requirement.</b></p>

(ii) **Schedule of Accounts and Receipts and Payments Statement**

**RESOLVED:** That the Accounts be accepted and the Schedule of Accounts for payment June 2019 (as per attached totalling £5,806.56) be approved.

**33 REPORTS FROM OTHER BODIES**

(i) **Wistaston Sports & Leisure Association Report**

Cllr. Kilkenny stated Wistaston Sports and Leisure Association have a vacancy for one cleaner. The refurbishment of the toilets is underway and expected to be complete by mid July. The patio and path require repair work. They have agreed to resubmit their application for the New Home Bonus Scheme.

**RESOLVED:** That Cllr. Scott be Council's fourth representative on **Wistaston Sports and Leisure Association.**

**34 ENVIRONMENTAL REPORT**

The Environmental Report from Cllrs. Lucas and Millington was received by Council.

The Chairman reported that North West in Bloom judges will be visiting the area on 31<sup>st</sup> July 2019, the weed infestation of the whole area is a problem. Cllr. Scott agreed to pass this information on to the relevant body and to mention in particular Crewe Road and Church Lane.

Cllr. Roberts reported on a flooding problem from the Bellway Homes site. The Chairman stated this matter will be brought to the next meeting for consideration.

**The meeting closed at 9.05 p.m.**

