

MINUTES OF A MEETING OF WISTASTON PARISH COUNCIL
HELD ON THURSDAY 18TH MAY 2023 AT 7.30 P.M.
AT WISTASTON MEMORIAL HALL

Present: Cllr. J. Moore (Chairman)

Cllrs. D. Houston, D. Lucas, D. Millington, G. Roberts, R. Squirrell, M Simon

In Attendance: Kerri Wilcox (Clerk) Borough Councillor Coiley

7 APOLOGIES None

8 MINUTES

RESOLVED: That the minutes of the meeting held on 20th April 2023, be approved and signed by the Chairman as a true record.

9 DECLARATIONS OF INTEREST

None.

10 APPOINTMENT OF CHAIRMAN FOR THE YEAR 2023/24:

RESOLVED: That Cllr. J Moore be elected Chairman for the year 2023/24.

11 APPOINTMENT OF VICE CHAIRMAN FOR THE YEAR 2023/24:

RESOLVED: That Cllr. B Squirrell be elected Vice Chairman for the year 2023/24.

12 APPOINTMENT OF CHAIRMAN OF FINANCE FOR THE YEAR 2023/24:

RESOLVED: That Cllr. D Houston be elected Chairman of Finance for the year 2023/24.

13 APPOINTMENT OF COMMITTEES

RESOLVED: That

- (i) The full Council be elected to the Environmental Committee.
- (ii) The full Council be elected to the Finance Committee.
- (iii) The full Council be elected to the Planning Committee.

14 APPOINTMENT OF REPRESENTATIVES

RESOLVED: That

- (i) Cllr's. Squirrell, Lucas & Simon be Council's representatives on the **Wistaston Sports & Leisure Association**.
- (ii) Cllr. J Moore be Council's representatives on **Wistaston in Bloom**. The appointment of one further representative be deferred.
- (iii) Cllr. Houston be Council's representative on the **Memorial Hall Management Committee**
- (iv) Cllr. J Moore representatives on **Wistaston Community Council**. The appointment of one further representative be deferred.
- (v) Cllr's. Millington, Roberts, & Lucas be Council's representatives on the **Planning Subcommittee**. The appointment of two further representative be deferred.

- (vi) Cllr's. Roberts & D. Millington to be Council's representative on the **Wistaston Recreation and Woodland Management Group**.
- (vii) Cllr's. Squirrell & Lucas be appointed to the **Website Subcommittee** with the Clerk.
- (viii) The Speed watch representative was deferred and it was agreed that the Clerk would contact the PCSO to see if he could run a session along with Cllr Simon in the hope it would generate local interest.

15 PUBLIC PARTICIPATION / POLICE MATTERS / CHESHIRE EAST COUNCILLORS

Cllr Alan Coiley introduced himself as the newly elected Councillor for Wistaston and thanked the residents for voting for him. He plans to run a surgery at Motherwell on Beech Drive on a monthly basis. Cllr Coiley also volunteered to join Cllr Simon with the PCSO if a Speed watch session could be arranged.

Cllr Simon reported that she is currently looking into Cheshire East providing a better bus service throughout Wistaston as there is no longer a direct route from Wistaston to the hospital. Cllr Simon has also been helping locals obtain Wheelchairs when attended hospital / doctor appointments. Cllr Moore mentioned getting in touch with the local MP with regards to the lack of availability of Wheelchairs.

16 Planning Matters

The following item was **RESOLVED**.

(i) New Planning Applications

Planning views following consultation with Planning Subcommittee.

23/1284N – Proposed single storey extension to rear of dwelling- 18 Westfield Drive – **No Comments**

23/1377N – Single storey front extension altering existing flat roof to hipped at front rendering front elevation of property – 32 Milton Drive – **No Comments**

23/1482N – Proposed front porch – 13 Princess Grove – **No Comments**

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

23/0150N - Change the garage to a living room or reception room, remove the 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 – **approved with conditions**

23/0815N – Proposed single storey rear extension and alterations to existing garage/utility – 8 Barleywood Close – **approved with conditions**

17 CHAIRMAN'S REPORT

The Chairman's report was received by the Council.

1. WLSA Drain Project

The Chairman reported that further to the Council discussions and agreement with WLSA to proceed with their drainage project, details need to be formally recorded.

a) WSLA Lease obligations

Section 3 para 13 and 14 approval and written consent for the plans and construction.
Section 3 para 19 approval to plans and specifications for drain connections.

b) Parish Council Lease obligations with the land owner.

Section 2 a

Deed of Grant to be raised for drain connections that cross the roadway. (similar to the change for the Gas connections)

The landowner requests the Parish council to accept the full maintenance cost of the short section excavated. (i.e. subsidence and surface repairs)

Footnote:

The original lease agreement is for the parish council to pay two thirds of the maintenance cost for the access roadway.

This will still apply for the remaining roadway section.

Footnote;

The WSLA lease requires payment to the parish council for two thirds of roadway maintenance costs. These changes require instructing our Parish solicitor the raise the required papers.

c) Drain connection across the owner property in St. Mary's Gate estate.

There is a section of drain the contractor agreed with the property owner. (details have been requested)
The council need to request what formal agreement is needed.

Council approved all the points listed and approved the preparation of the legal agreement papers.

Costs are awaited for the deed of grant and item c) papers.

The Chairman's report was accepted.

18 CLERK'S REPORT**i Internal Audit**

The Internal Audit has taken place and there is just one issue (as enclosed in your papers) the asset register does not have the ability to formulate the total assets held by the Council, so it has been entered incorrectly on the AGAR form. I have added a total sum on the assets register and amended the AGAR form. The invoice for £285.00 & Vat has been received and paid (funded from line 10 audit fees)

Council **APPROVED** the amended AGAR form.

Council **ENDORSED** the payment of the invoice.

ii Insurance

We have received the invoice for the insurance for the period 01/06/2023-31/05/2024, we agreed to a fixed period of 5 years last year for a sum of £1172.69 but has increased slightly due to the new bench and the solar panel for the SID post so it is now £1179.37 & Insurance premium tax, total £1320.89 (funded from line 6 insurance)

Council **APPROVED** the payment of the invoice.

iii Beech Drive Car Park

There has been some rubble fly tipped at Beech Drive Car Park which the conservation group has been able to make use of on this occasion. A member of the public has asked about cameras being fixed on the car park.

Council **COMMENTED** there are a lot of rules and regulations with regards to installing a camera in a public place. A camera can only be installed in conjunction with Cheshire East and permissions are needed and costs very high. It also needs constant monitoring.

iv Brass Plaque for the new bench on King Shilling Way – Middlewich Road

It was agreed by Council that the Bench was purchased to commemorate the Queens Platinum Jubilee and a plaque was to be fixed to the Bench. The cost for a brass plaque with engraving is £23.99 (funded from line 12 Community Amenities)

Council **APPROVED** the purchase of the plaque.

v Acceptance of Office and Members Declaration of Interests Paperwork

The Clerk informed the Councillors about the Acceptance of office and declaration of interests forms that needed completing.

19 FINANCE

RESOLVED: That The Schedule of Accounts for payment April 2023 have been approved. The Receipts and Payments statement was deferred to the next meeting as there is an error on the Bank Statement.

20 REPORTS FOR OTHER BODIES

There was no reports from other bodies.

21 ENVIRONMENTAL REPORT

The Environmental Report from the Park Ranger was received by the Council and the Clerk is to request the Park Ranger to wipe over the boundary signs.

The meeting closed at 8.07 p.m.