

**Minutes of Duddon and Burton Parish Council
at Duddon, Clotton & District Memorial Hall
on Thursday 14th July 2022 at 7.00pm**

PRESENT:

Cllr G Goulbourne Chairman
Cllr Lightfoot
Cllr C Cummins

Cllr A Green

Members of the Public: 2

CLERK: Mrs T Ryall-Harvey (Clerk)

APPOINTMENT OF CLERK/RFO

RESOLVED 22/016: that the Parish Council appoint Mrs T Ryall-Harvey as Clerk and RFO.

APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from, Cllr J Warburton, Cllr J Leather & Cllr H Tonge – CWaC Ward Councillors.

DECLARATION OF PECUNIARY INTERESTS

No declarations were received.

PUBLIC PARTICIPATION

David Leadbetter from the Duddon, Clotton & District War Memorial Hall Committee reported that the Jubilee Event organised on 3rd June 2022 to celebrate the Queens Platinum Jubilee had been a huge success and it was wonderful to see the support from the community for this. The hall had raised £545.74 from the raffle and donations which was well received, he reported that the village hall is running smoothly with a new anti-natal class to start in September, there is also an art classes currently running. These classes are welcomed as they contribute towards improving community spirit in the area.

The PCSO reported that there were no issues currently in this area to highlight.

MINUTES OF THE MEETING OF 5th MAY 2022

RESOLVED 22/017: That the minutes of the meeting of 5th May 2022 be confirmed as a correct record and signed by the Chairman.

PLANNING APPLICATIONS

The council noted the Planning Register as circulated at the meeting, dated 29th June 2022 and noted the following application that had been received in since the last meeting:-

22/01640/FUL – Burton Grange, Burton Road, CW6 0ES – Demolition of existing conservatory, alteration to roof over porch, single storey side and rear extension to include terrace above, alterations to windows and doors, application of rendering and cladding – the Parish Council had no objection to this application.

ACTION: Report removal of Large Established Oak Tree on New Road, Duddon to the Forest Commission.

ACCOUNTS

Cashbook

RESOLVED 22/018: that the YTD Cashbook dated 29th June 2022 be approved.

Bank Reconciliation

RESOLVED 22/019 – that Cllr Cummins signs the Bank Reconciliation and Bank Statements.

Clerk's Subscription to Local Councils Update

RESOLVED 22/020 that the Parish Council would financially contribute the Clerk's subscription to the Local Council's update to a total of £20 (Total cost of subscription was £100 split between five Parish Councils).

Clerk's Mobile Phone

RESOLVED 22/021 that the Parish Council would contribute the Clerk's dedicated Parish Council Mobile phone which currently cost £10 per month and the costs would be split between the Parish Councils she worked for - therefore the cost to this PC would be £2.00 per month.

Clerk's Training

RESOLVED 22/022 that the Parish Council would share in the cost of training the clerk for the year, costs to be split between the Parish Councils and kept in-line with the budget.

Authorisation of Payments

RESOLVED 22/023: that the following expenses be approved for payment:-

Clerk's Salary – Tax Point 3	£225.96
Clerk's Salary – Tax Point 4	£225.96
Clerk's Expenses	£127.67
Shires Accountants /PQR Limited – Payroll Provider Q1	£28.80
Mrs T Ryall-Harvey – Jubilee Bunting	£83.92
Banner World – Jubilee Event	£85.44
Exceed Events – Magic Mirrors – Jubilee Event	£499.00
The Big Chocolate Fountain – Jubilee Event	£350.00
Baker Ross – Jubilee Event	£91.30
Jane Nicholas – Decoration for V Hall – Jubilee Event	£80.02
Jane Nicholas – Plates, Cups & Serviettes – Jubilee Event	£58.88
Vista Print- Printing of Flyers for Jubilee Event	£56.67
Circus Sensible – Circus Act for Jubilee Event	£456.00
Mrs T Ryall-Harvey – Reptile on Rooding – Jubilee Event	£378.06
Gallaghers Insurance	£1,009.12
The Spitting Pig Company – Jubilee Event	£180.00
Bank Charges	£5.80
Rustic Charms – Keyrings for Jubilee Event	£212.50
Clotton Hall Dairy – for Jubilee Event	£35.32
HAGS SMP Ltd – Replacement Seat and fixing for Play Equipment	£224.76
Stephen Harrison – Refreshments etc for Jubilee Event	£173.94
Duddon, Clotton & District V Hall – Insurance for Jubilee Event	£212.72
Mrs T Ryall-Harvey – Extras for Jubilee Event	£95.07
Mid-Cheshire Footpath Society – Membership Subscription	£8.00
HMRC PAYE – July	£56.40

Lloyds Bank Update

It was reported to the meeting that even though everyone had been into the bank and provided ID, Cllr Martin Lightfoot's ID had been found not to be suitable and therefore paperwork was being drawn up to remove him from the bank at this time to allow the bank account to be opened.

THE COMMUNITY

Queens Platinum Jubilee Event

The Clerk reported that a total of £4,948.84 had been spent, therefore it was confirmed that all of the grant money had been spent.

Play Group Equipment

It was reported that following the last meeting where it had been agreed to order two new seats for the Gullwing Sea-Saw and protective wrap fitted to the bench these actions had now been carried out, therefore there was currently no outstanding actions from the Playground Inspection.

Daffodil Planting

It was requested if the Parish Council wished to purchase daffodils for planting around the village at a cost of £37.44 per 25 kilo bag – it was agreed to purchase one bag.

PARISH COUNCIL MATTERS

CWaC Report It Items

A list of all items that had been reported to CWaC since the last meeting was circulated.

It was reported that Weed Control around the village had been reported to CWaC and was awaiting actioning.

It was also reported that following CWaC strimming the area the Parish Council had planted with Periwinkles that the Clerk had met with CWaC and it was agreed that all the vegetation would be cut back at the end of the year (on the junction of Back Lane) following this CWaC undertook to sow a yellow rattle and ox eye daisy mix to suppress the grass growth throughout the winter and provide colour in the summer, this will also allow the periwinkle the chance to overtake any lower vegetation.

Website

It was reported that the renewal of the website was due in July and the Clerk had arranged for the information currently on the website to be transferred to a new template at a cost of £100 + VAT allowing the annual cost of the website would be reduced.

Policies

The following policies were presented to the meeting:-

- Risk Management Strategy
- General Risk Management – Updated
- Reserves Policy
- Health & Safety Policy
- Training and Development Policy
- Planning Committee Terms of Reference and Delegated Powers

RESOLVED 22/024 to adopt the above documents and review again annually.

CORRESPONDENCE

Duddon and Burton PC Ideas – the email received by a resident following previous correspondence requesting the Parish Council developing short- and medium-term goals to benefit the residents and offering his assistance in this was discussed and the Parish Council suggested undertaking a survey of all residents to find out what they would like from their Parish Council in the future and what the residents consider the Parish Council's priorities should be to allow the Parish Council the opportunity to develop future goals and budget for them.

It was also agreed to undertake a walk around the Parish on Monday 18th July and report all issues that require attention by CWaC to them.

Update on Services at Tarporley War Memorial Hospital – it was reported that an email from the Board Trustees of the hospital had been received offering to attend a future meeting and provide the Parish Council

with an update on the role of the Trustees. It was agreed that a representative be invited to the next meeting.

ACTION: invite representative of Trustees of Tarporley War Memorial Hospital to next meeting.

Rural Crime Survey

Following the Police and Crime Commission launching a Rural Crime Survey it was agreed that all individuals should be encouraged to respond to the survey by an advert being place on the Duddon Residents Facebook site informing them of the Survey.

Letter from Edward Timpson CBE MP

It was reported that Mr Timpson had written to acknowledge the immense about of work which went into the Jubilee Events that took place across Cheshire and asked for a point of contact poster be put on the parish noticeboard.

Mid Cheshire Footpath Society have written to seek the Parish Council's annual subscription to become an affiliated member, cost being £8 for the year.

DATE OF NEXT MEETING

The next meeting of Duddon and Burton Parish Council would be held on Monday 19th September 2022 at 7.00pm at Duddon Village Hall.

Meeting finished: 19.45