

**Minutes of a Meeting of Duddon and Burton Parish Council
Held at Duddon St. Peter's School on 6th November 2017**

Present

Cllr G Goulbourne	Chairman
Cllr A Green	
Cllr J Warburton	
Cllr M Lightfoot	

Mrs Sandie McBennett	Clerk to Duddon Parish Council
Cllr J Leather	Cheshire West and Chester

06.11.01 APOLOGIES FOR ABSENCE

Cllr Cummins and Cllr Deynam had sent apologies in advance of the meeting.

Resolved: Apologies from Cllr Cummins and Deynam were accepted.

06.11.02 DECLARATIONS OF PECUNIARY INTERESTS

Cllr Lightfoot declared an interest in item 06.11.07 b) of the Agenda.

Resolved: Cllr Lightfoot's declaration was noted and accepted.

06.11.03 MINUTES OF THE MEETING HELD ON 4th SEPTEMBER 2017

Resolved: that the minutes of the meeting held on 4th September 2017 be confirmed as a true and correct record and signed by the Chairman.

06.11.04 MATTERS ARISING FROM THE MINUTES

No matters arising.

06.11.05 PUBLIC PARTICIPATION

Mrs J Houlbrook and Mr M Whitfield were welcomed to the meeting. Mrs Houlbrook written to the Parish Council enquiring about the Section 106 monies held since the Headless Woman Development and how it may be spent. A number of proposals were discussed such as using the money to help fund the School's proposed footpath, using it for improvements to the village hall or renovating the play area.

The Clerk confirmed the Section 106 monies were still available and outlined their intended use which was "provision or improvement of informal open space facilities". Mrs Houlbrook and Mr Whitfield asked about the play area and the redevelopment of the site. It was agreed that public participation and consultation would be required to make plans for the play area refurbishment. Fundraising and project management could be organised by a Steering Group. The Councillors welcomed the input and ideas. Cllr Leather offered to contribute to the fundraising from his Member's Budget.

Action: The Clerk would review the budget for 2018/19 showing provision for a donation to the play area.

Action: The Clerk to confirm the Section 106 Monies were available.

Action: Mrs Houlbrook and Mr Whitfield to research costs and plans for the play area.

06.11.06 BOROUGH COUNCILLOR'S REPORT

Councillor Leather reported on the recent Boundary Commission revised ward structure for Cheshire West. Tarvin and Kelsall had remained largely as it was.

Cllr Leather reported on the plans to improve the A51 between Tarvin roundabout and Vicars Cross roundabout. £4.5 million had been allocated; partly due to the work of our MP. The suggestion was to put a straight through lane at the traffic lights at Barrow, stopping the right turn at the vets at Littleton, and widening the left turn lane and Vicars Cross roundabout as it was often empty due to congestion further ahead. Cllr Leather reported on a meeting which had been arranged between all parishes along the route of the A51 from Nantwich through to Chester. It had been well attended by all Parishes, including Cllr Goulbourne from Duddon and Burton.

06.11.07 PLANNING APPLICATIONS

a) The Croft Burton Road Burton Chester CW6 0ER

Removal of condition 8 on Planning Application 6/9473

Ref No 17/03971/S73

b) Home Farm Burton Road Burton Chester CW6 0ER

Demolition of single storey milking parlour and detached buildings, conversion of barn to form 5 dwellings and erection of a garage and bin store and associated parking.

Ref No 17/04326/FUL

c) The Croft Burton Road Burton Chester CW6 0ER

Alteration to access and front boundary treatment.

Ref No 17/04619/LDC

Resolved: no objections were raised.

06.11.08

PLAY AREA

a) Annual Inspection Report

The Annual Inspection of the Play Area had been carried out in late August, the report had been received and shared with Councillors. The items for concern were noted, in the main the fence was a priority. Other items were general maintenance. Having discussed the replacement of some of the equipment and fundraising by parents to update the play area; it was decided to defer any tasks until more information was known. None of the items raised in the report affected safety.

b) Lease Renewal

Cheshire West and Chester had revised the Lease and provided draft Heads of Terms based on the play area/equipment area of the green. The terms were discussed by Councillors.

Resolved: That the Parish Council agreed to the Heads of Terms for the Lease of the Play Area from Cheshire West and Chester and the conditions outlined in the draft document.

Action: The Clerk to confirm with Cheshire West and Chester.

06.11.09

DUDDON, CLOTTON & HOOFIELD WAR MEMORIAL HALL

The Village Hall Committee were continuing with the maintenance and improvement projects to the War Memorial Hall. One such project was to replace the oil tank. An email had been sent approximately 4 weeks prior to Localities

Action: Cllr Leather to enquire with Mrs Marshall of Localities.

06.11.10

CONCLUSION OF AUDIT

The Clerk reported the BDO Notice of Conclusion of Audit had been received.

Resolved: that the Annual Return is approved and accepted by the Parish Council.

06.11.11

BUDGET 2018/19

Deferred until the January meeting when more information would be known about funding required for the refurbishment of the play area.

06.11.12

GRANT ASSISTANCE APPLICATION

Mr Houlbrook had written to the Parish Council from Duddon St Peter's PTA to enquire about grant assistance for a proposed walk/job path at the school.

06.11.13

AUTHORISATION OF PAYMENTS

The Parish Council is asked to authorise payment of accounts.

Date	Cheque No	Payee	Details	Amount
06.11.17	100680	S McBennett	Salary	£380.65
06.11.17	100681	HMRC	PAYE	£69.60
06.11.17	100682	Intouch CRM	Domain	£9.59
06.11.17	100683	BDO	Audit Fee	£36.00
06.11.17	100684	Duddon St Peter's Church	Burial Grant from CWAC	£800.00
06.11.17	100685	Duddon St Peter's School	Room Hire	£120.00

Resolved: that the above payments be agreed.

06.11.14

CORRESPONDENCE

The Clerk of Clotton Hoofield Parish Council had arranged a meeting of all interested Parishes along the A51 to discuss matters of concern such as speeding, emissions and volume of traffic using the A51 and the possible increase due to developments along the A51 road. Cllr Goulbourne attended the meeting and reported on it with Cllr Leather in point 06.11.06 above.

06.11.15

DATE OF NEXT MEETING

The next meeting of Duddon and Burton Parish Council would be held on Tuesday 9th January 2018 at Duddon St Peter's School at 7.30pm.