# POULTON & PULFORD PARISH COUNCIL

Minutes of meeting held on 28th April 2021 using Microsoft TEAMS

PRESENT : Cllr A Higgins (Chair) ::Cllr Pryce: Cllr West : Cllr Ewins : Cllr Board : Cllr Fair : Cllr Evans : Cllr Franklin
0 members of the public joined the meeting

Items in RED added before Minutes were issued

**1 – Apologies** – Cllr Fair attended part of the meeting before a prior engagement in Scotland

**2 – Adoptions and Appointments**
2.1 – Register of Interest – none
2.2 – Procedure for replacement of Cllr Pryce to be requested from CHALC – **Action Clerk**

**3 – Suspension of Standing Orders**
none

**4 – Minutes of Jan 2021 meeting –** approved

**5 – Progress Reports**
**5.1 – Police** – the report of Crimes Jan to April was received and noted. No-one has attended a virtual Police surgery as yet – **c/f**
**5.2 – Community Park –**
5.2.1 – #gardening activities started in March
5.2.2 – ditch clearance – c/**f**
5.2.3 – Tree and bulb planting -amazing displays and dead trees replaced
5.2.4 and 5.2.7 – Captain Tom Trail - s106 monies (c£ 2k) and Mark Williams donation (£2k) will be allocated to the work. Simon Pryce to produce draft proposal – **c/f**
5.2.5– Grants for orchard trees not actioned
5.2.6 – Dog warning notices have been erected
5.2.8 – Block paving at Park entrance to be installed in June (see also item 7.22)
5.2.9 – Vandalism problem on park benches and litter left by teenagers. Rachael the PCSO has been informed and notices put up. May need to consider other monitoring actions – **c/f**
**6 - Planning**
6.2 – Woodfield Farm transit van and 2 statics remain. Enforcement action underway by CW&C – **c/f**
6.8 – Willow Cabin – concern expressed by some residents on the tripling of the size of the replacement dwelling and the demolition of the oldest house in Poulton. Cllr Evans pointed out that the replacement dwelling was replacing two properties and it would be set well back from the road, It was agreed to register the concerns of the residents with CW&C Planning.

**7 – Finance and Audit**
The following items were approved : -

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|---|---|---|
| **7.1** | + £ 50 | Pulford Village Hall Rent 2020/21 |
| **7.2** | + £ 2,918 | Funds for VH Refurbishment 2020/21 |
| **7.3** | + £ 28.31 | HSBC and Santander Interest 2020/21 |
| **7.4** | + £ 18,242.31<br>+ £ 22,568.86 | Balance 31st Mar 2021 exc £ 1019.85 vat to reclaim for 2020/21<br>Balance 21st April 2021 of which CP £ 6034.41 : Ringfenced £ 4935 extra CP spend to 2026/27 : recurring expenditure 2020/21 £5770 : unallocated funds £ 5830 + £ 1019.85 vat reclaim |

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|---|---|---|
| **7.5** | - £ 166.86 | Clerk's gross salary Jan to Mar 2021 |
| **7.6** | - £ 40.08 | Autela Payroll services Mar 2021 |
| **7.7** | - £ 210 | #gardening Mar 2021 |
| **7.8** | - 2 x £ 46.85 | BT service at VH Feb/Mar 2021 |
| **7.9** | - £ 50 | Simply Green Lawns at Community Park Jan 2021 |
| **7.10** | - £ 20.47 | Ink & Stationary Mar 2021 |
| **7.11** | - £ 275 | Bulbs & Compost Mar 2021 |
| **7.12** | - £ 200 | Parochial Church Council donation Mar 2021 |
| **7.13** | - £ 3501.60 | VH Refurbishment – roofing, planter, cabinets Mar 2021 |
| **7.14** | - £ 164.16 | CHALC subscription 2021/22 |
| **7.15** | - £ 855.25 | PWLB repayment leaving £ 1684.50 outstanding |
| **7.15** | attached | Annual Governance Statement 2020/21 |
| **7.16** | attached | Accounting Statement 2020/21 |
| **7.17** | attached | Detailed spreadsheet for 2020/21 showing RECEIPTS, PAYMENTS, ANNUAL RTN 2020/21, and ASSET REGISTER |
| **7.18** | - £ 48 | BT Service at VH Apr 2021 – CPI increase |
| **7.19** | - £ 720.96 | Zurich Insurance renewal (+ £ 22.77) |
| **7.20** | - £ 59.99 | Microsoft 365 Personal annual subscription via Clerk |
| **7.21** | - £ 210 | #gardening inv 7771 April 2021 |
| **7.22** | - £ 4296.20 | Community Park Block Paving (from CP funds) |
| **7.23** | - £ 50 | Simply Green April 2021 ref Jan 2021 mins item 5.2.5 |

**8 – Correspondence for Information** – no comments

**9 – Clerk's Reports & Queries**

9.1 – Speed enforcement St Mile –Highways unable to provide SID training at present – **c/f**
9.2 – Parking on B5445 – a/w return to normal Hotel operations and whether problem still exists - **c/f**
9.3 –.Speed limit on B5445 Pulford to A483 – consultation underway with properties along B5445 – c/f
9.4 – Ivy Court road surface problem ref HW256724200 – c/f
9.5 – Castle Close/Old Lane corner problem – ref HW320798303 – c/f
9.6 – Spinney – Grosvenor Estate agreed to repair the hedges and tree surrounds. Parish Council to maintain bulbs and CW&C seasonal grass cutting
9.7 – Community Planters – added to asset register
9.8 – Standing Orders – agreed to continue with existing version
9.9 – Financial regulations – agreed
9.10 – Risk assessment checklist – agreed
9.11 – Poulton woods vandalism – properties along Old Lane have been notified and notice put on Parish Notice Boards – c/f
9.12 – VE Day 2021 – it was agreed that the Parish focus should be on remembrance day
9.13 – The Clerk notified the Council that he was investigating setting up an account with Huws Gray to simplify orders and payments for the VH work – c/f

**10 - Councillors Reports, Future Agenda Items, Any Other Business**

10.1 – Risk Assessment Reports –.Church Bank holes have been filled in. The posts have not been replaced due to the difficulty of digging them out. Cllr Fair offered equipment to assist
Bus shelter repainting - Cllr Franklin and Dave Roberts have offered their services – **c/f**
10.2 – Cllr Higgins updated the meeting on the proposed Poulton woods footpath. Work is expected to start in the summer. The current plan is to terminate the path at the junction with

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the Private Road to Brookside. Cllr Ewins requested that a further phase should be considered into Pulford **– c/f**

10.3– VH report – Cllr West updated the meeting :

* back yard now dug out and reconcreted and 2 storage units installed for VH chairs
* new gate from car park * new roof and painted for boiler * shelves removed from back store room *outside tap installed
* Committee room cupboards renovated and new cabinets have arrived
* Committee room carpeting to be done
* Cupboard on LHS of Stage and safety rail required along stage
* Ceiling in Hall needs painting * new kitchen window needed

The Council noted their appreciation for the contributions of David Ewins, Peter Gosmore, Dave Roberts and John Fairhurst

10.4 – Tree Planting in the Parish- should await outcome of government legislation – c/f

10.5 – Bulb Planting – to be repeated next year – c/f

10.6 – Speed Monitors on B5445 – a/w investigation by Highways re ownership of the current units. **Cllrs Higgins and Franklin to liaise with Highways**

10.7 – Church Bank remedial work – completed see 10.1

**11 – Dates for next Meeting in 2021** – from 7 pm. details to be notified.

**July 28th 2021**

| DATE | NAME | SIGNATURE |
|---|---|---|
| **APRIL 2021** | | |
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