Poulton and Pulford Parish Council

Clerk to the Council: Peter Gosmore, 5 Castle Hill, Pulford, Chester CH4 9EY - Telephone 07711808082

Minutes of the Meeting held on 21st August 2024 in Pulford Village Hall

Present : Cllr D Ewins (Chair), Cllr J Ewins, Cllr K Board, Cllr N Franklin, Cllr J West and Cllr M Fay

1. Apologies and Membership:

1.1. Apologies were received from Cllrs Fair, Hynes and Murray

1.2. Glenys Evans' resignation was received and her diligence as a Councillor was noted. Margaret Fay has kindly agreed to be co-opted and her appointment was proposed and seconded by Cllrs D and J Ewins respectively.

1.3. Possible Church representation on the Parish Council was discussed and it was decided to invite The Rector, Stephen Torr, to future council meetings.

2. Declaration of Interest:

2.1. Councillors were reminded of the need to update their register of interests, to declare any personal and prejudicial interest in items on the agenda.

3. Suspension of Standing Orders:

3.1. A local resident Colin Green outlined his concerns for the tidiness in Burganey Court in particular and Pulford in general. There was general discussion on issues of funding and areas of responsibility. It was decided that the area to the left of Burganey Court (bounded by the Village Hall) was the responsibility of the Parish Council and it would be dealt with – for the rest, the 'self-help' initiative by residents was to be encouraged. Concern was raised about the standard of weed spraying generally and it was decided that a letter would be sent to CWAC outlining our thoughts.

4. **Minutes**: These were approved as being a fair record and their acceptance was proposed by Cllr Franklin and seconded by Cllr Board.

5. Progress Reports on Issues carried forward:

5.1. Bank accounts are still 'work in progress' - everything moves so slowly. HSBC have been asked to make Peter Gosmore the Primary User in place of the interim Primary User Cllr J Ewins. The Clerk / RFO is now the addressee for the accounts. It was decided that The Chairman and Clerk/RFO would be new signatories and Cllrs Fair, Board and West would continue as before.

5.2. The Poulton and Pulford's Local History Group's display board was nearing completion, and it is going to be unveiled by the Lord Mayor of Chester, Cllr Razia Daniels, on 4th September at 15:45 with a reception in Pulford Village Hall to follow. The Chair of Poulton and Pulford Local History Group has invited all councillors to the unveiling ceremony.

5.3. Hedges, pavements and roads:

5.3.1. The damaged refuge at Cuckoo's Nest is to be fixed during September.

5.3.2. Burganey Court – as minuted during suspension of standing orders

5.3.3. The Corner of Dodleston Lane and B5445 is still causing concern. The Clerk reported that Mr. Homer had been sent a recorded delivery letter, but no reply was received. It was decided to ask Highways department to significantly cut the hedge and attend to the overgrowth over the pavements - Mr Homer should be invoiced for the costs of this by CWAC as previously.

5.4. There was discussion over the issue of Grosvenor Pulford Hotel car parking. Pulford residents should be encouraged to complain by calling 101 whenever there is an issue. A further letter is to be sent to the management team at the hotel asking once more for

advance notification of occasions when illegal parking may be a problem so that the police authorities may be appropriately notified. It was noted that the Grosvenor Pulford Hotel are to submit a planning application for overflow parking for which the are requesting our support.

5.5. Anti-social and dangerous. activities in Pulford Court was described as being an 'on going situation' and it was judged difficult to know how to proceed.

6. Planning - ref www.cheshirewestandchester.gov.uk/planning for full details. Ongoing planning applications were discussed and developments noted. There was particular concern about the proposed solar array at Bell Meadow Business Park and the fact that the planning department had allowed extra time for responses. It was noted that the application for the free range egg production unit off Wrexham Road is still awaiting decision. Cllr Board highlighted the significant ongoing delays within the Planning Department at CWAC due to staffing issues.

7. Finance, Governance and Accountability:

7.1. Councillors noted that detailed information is placed on the Council Website (www.poultonandpulfordcouncil.co.uk) and was also circulated as a report prior to the meeting. An additional copy was available for inspection at the meeting.

7.2. The Chairman outlined that the External Audit was progressing, some questions had been raised and were answered – further problems are not anticipated.

7.3. The Clerk/RFO updated the meeting on the budget progression over the year, outlined that while things were financially tight, problems were not expected. Councillors were given details of transactions made since the last meeting (see appendix a), a budgetary 'snap shot' and a current banking statement. The Clerk/RFO requested that regular payments could be made providing they are within 10% of the norm and Councillors should just be notified that the payment had been made (and of course be invited to comment if they wished). 'One off' and irregular payments would be treated in the traditional way with agreement being sought from Councillors **prior to payment.** A table of regular payments and expected amounts is set out as appendix 'b'

7.4. The Chairman updated the meeting on the VAT situation as it applied to the Village Hall. The situation is ongoing, the best advice is being sought and the Chairman reiterated that any financial burden would be the responsibility of the Village Hall.

7.5. Approval was sought for the updated Financial Regulations which had been circulated prior to the meeting and their acceptance was proposed by Cllr J Ewins and seconded by Cllr Franklin. They will be placed on the website

8. Correspondence for information had been dealt with elsewhere in these minutes

9. Clerk's Reports and Queries:

9.1. The usual reports of dog fouling

9.2. Gravestone damage caused at the time the hedge adjacent to the B5445 was cut was discussed, there had been no response from the agents responsible for Pulford Castle when an email letter was sent and it was decided to join forces with Sue Payne and Bridget Marsden (representatives from St Mary's Church) and make further representation to the agent.

9.3. A letter had been received from Sandra Dean who wanted to have a plaque fixed to the copper beech tree near Church Bank – it had special interest for her and her family. Seems that the tree in fact belongs to Martin Rigby and that the Clerk is to write to Sandra Dean and she be encouraged to write to Martin Rigby, the owner of South Lodge.

10. Councillors' Reports and Risk Assessment:

10.1. Risk assessment problem reports (see table below):

Location	Responsibility	Any problems / Risk

Village Hall	Cllr D Ewins	VAT reclaim as discussed
Church Bank	Cllr J Ewins	No issues
Community Park	Cllr J Ewins	Following a recent safety check, there were a few issues raised, none of them serious. These are to addressed by The Friends of the Park
Village Hall Defibrillator	Cllr West	All fine
Pulford Notice Board	Cllr Franklin	Getting old but still serviceable
Cuckoo's Nest Notice Board	Kate Fairhurst	Functional
Bus Shelters	Cllr Board	All fine
Poulton Defibrillator	Cllr Fay	There was a mysterious issue where there had been potential vandalism but all is now ok. Cllr Fay also raised a worry in Poulton about speeding and inconsiderate driving. It was decided to send a letter to Police and Crime Commissioner and ask for road safety in the area to be monitored.

11. There were no future agenda items requested

12. Dates of next meetings:

- 27th November 2024 for precept planning
- 26th February 2025
- 7th May 2025 - Annual General Meeting

Appendix a – payments authorised and receipts – 29th May to date:

(Please see next page)

Description	Category	Date	Amount	Balance
Ashree Grass cutting	Park Ground Maintenance	29/05/2024	-243.60	4,949.13
Internal Audit JDH 31/05/2024		31/05/2024	-277.20	4,671.93
Scribe Go Cardless	scribe	03/06/2024	-14.40	4,657.53
VH Wifi	Wifi Credit	03/06/2024	27.06	4,684.59
Scribe payment from VH (VAT ex)	Payment from VH	08/06/2024	12.00	4,696.59
Jean Ewins B+Q stuff	Miscellaneous	08/06/2024	-57.68	4,638.91
Internal audit VAT excl costs from VH	Internal audit for VH	09/06/2024	231.00	4,869.91
ICO Data Protection	Miscellaneous	11/06/2024	-35.00	4,834.91
Bank Charges	Bank Charges	14/06/2024	-8.00	4,826.91
Bt at VH	Internet at VH	17/06/2024	-29.12	4,797.79
Ashree Grass cutting	Park Ground Maintenance	17/06/2024	-243.60	4,554.19
Payment to Church	Church	23/06/2024	-200.00	4,354.19
Payment to Clerk	clerk's payment	25/06/2024	-65.70	4,288.49
PG Expenses	Monthly expenses	25/06/2024	-25.00	4,263.49
HMRC Tax payment for PG	Clerk's PAYE	25/06/2024	-16.40	4,247.09
Cheshire Community Action	Miscellaneous	27/06/2024	-20.00	4,227.09
Goal Nets NJ Franklin	Community Park Investment	28/06/2024	-45.34	4,181.75
Events Licence - Jean Ewins	Community Park Investment	28/06/2024	-21.00	4,160.75
Scribe Go Cardless	scribe	01/07/2024	-14.40	4,146.35
Scribe payment from VH (VAT ex)	Payment from VH	01/07/2024	12.00	4,158.35
Cheshire Community Action Group	Miscellaneous	01/07/2024	-20.00	4,138.35
Simply Green	Park Ground Maintenance	03/07/2024	-60.00	4,078.35
VH Wifi	Wifi Credit	03/07/2024	27.06	4,105.41
Ashree Grass cutting	Park Ground Maintenance	05/07/2024	-243.60	3,861.81
Autela Payroll	Payroll	10/07/2024	-49.73	3,812.08
Cheshire Community Council - Ref of overpayment	Miscellaneous Income	10/07/2024	20.00	3,832.08
Bank Charges	Bank Charges	15/07/2024	-8.00	3,824.08
Bt	regular	24/07/2024	-29.12	3,794.96
HMRC Tax payment for PG	Clerk's PAYE	25/07/2024	-16.40	3,778.56
Payment to Clerk	clerk's payment	25/07/2024	-65.70	3,712.86
PG Expenses	Monthly expenses	25/07/2024	-25.00	3,687.86
Ashree Grass cutting	Park Ground Maintenance	26/07/2024	-243.60	3,444.26
Donation from Community Park	Miscellaneous Income	26/07/2024	1,304.00	4,748.26
Scribe Go Cardless	scribe	01/08/2024	-14.40	4,733.86
VH Wifi	Wifi Credit	01/08/2024	27.06	4,760.92
Transferred to Deposit Account	Investment	03/08/2024	-1,304.00	3,456.92
Scribe payment from VH (VAT ex)	Payment from VH	15/08/2024	12.00	3,468.92
Bank Charges	Bank Charges	15/08/2024	-8.00	3,460.92
Bt at VH	Internet at VH	16/08/2024	-29.12	3,431.80
Ashree Grass cutting	Park Ground Maintenance	18/08/2024	-243.60	3,188.20

Appendix b – regular payments with agreement in place to be paid subject to any variance being less than !0%:

Supplier	Frequency	Regular Charge
Ashtree Grass Services	Fortnightly	£243.30
Payment to Clerk	Monthly	£65.70
Tax to HMRC	Monthly	£16.40
Clerk’s Expenses	Monthly	£25.00
Simply Green	Quarterly	£60.00
Autella Payroll	Quarterly	£49.73