

Poulton and Pulford Parish Council

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Minutes of the Annual General Meeting held on 7th May 2025 In Pulford Village Hall and followed immediately by an Ordinary Meeting.

1. Apologies and Appointments

- 1.1. Apologies were received from Cllrs Fair and Fay
- 1.2. Cllr D Ewins was re-elected as Chairman being proposed by Cllr J Ewins and seconded by Cllr Murray. Cllr Board was re-elected as Vice-Chairman proposed by Cllr Franklin and seconded by Cllr J Ewins.
- 1.3. After 10 years of excellent service Cllr J Ewins resigned. Her achievements were many and included bringing the Community Park to fruition.
- 1.4. Appointment of replacement Councillor. Glenys Evans was considered for appointment. However Cllr Board said that the vacancy should be advertised on the council notice board for a period of two weeks. The clerk should write to Glenys Evans to establish whether she is still willing to stand and to advise her of the due process.
- 1.5. Councillors were reminded of their responsibility to notify the Parish Clerk of any changes which should be noted on the Register of Interests.

2. **Minutes of the Meeting held on 26/02/2025** were accepted as being an accurate record proposed by Cllr Franklin and seconded by Cllr Murray.

3. **Chairman's Report.** Cllr D Ewins circulated and discussed his Chairman's Report for 2024/25. Included as appendix (1)

4. Governance and Accountability - RFO's Report

- 4.1. The Annual Internal Audit report was discussed, accepted and signed.
- 4.2. AGAR 2024/25 Certificate of Exemption was accepted and signed.
- 4.3. There was approval and signing of 2024/25 Annual Governance Statement
- 4.4. There was approval and signing of 2024/25 Accounting Statement
- 4.5. There was acceptance of the revised (May 2025) Risk Assessment
- 4.6. The budget for 2025/26 was accepted.

Minutes of the Ordinary Council Meeting (which followed AGM)

1. Apologies:

- 1.1. As above

2. Declaration of Interest:

- 2.1. Councillors were reminded of the need to update their register of interests
- 2.2. To declare any personal interest in items on the agenda and their nature

3. Suspension of Standing Orders:

- 3.1. There was concern raised over the length of time the planning outcome is taking for the egg production unit. This has been on-going since 02/10/2023. It was agreed that a letter should be sent to the Chief Planning Officer expressing our unhappiness with this.

4. **Minutes:** These had been approved at the AGM
5. **Progress Reports on Issues carried forward:**
 - 5.1. VAT issues – this is substantially sorted although we still wait to have a response from HMRC to our letter posted registered mail on 15th November 2024. It was stressed that this is a Village Hall issue and that there are funds earmarked for any costs which may arise
 - 5.2. **Hedges, pavements and roads.** The chairman and Clerk had a very useful meeting with Stuart Bateman from CWAC Highways. Councillors were pleased to note that pavements and hedges were to be dealt with over the next couple of months although there was concern that the pavement toward Cuckoo's Nest could not be improved at present owing to budget restraints. It was decided that a letter should be sent expressing our unhappiness with this. It was noted that the Grosvenor Pulford Hotel had cut their hedges which were causing a problem. Cllr Douglas raised the matter of a very bad potholes generally and one at the Poulton end of the Straight Mile specifically.
 - 5.3. **Grosvenor Pulford car parking** is monitored and we are pleased to note that Police are taking an active interest in any illegal parking.
 - 5.4. The woodland area cut on the RHS of the B5445 Chester bound would continue to be monitored.
 - 5.5. The concern regarding activity on Woodfield Farm, Straight Mile has an unfortunately long history, first being raised in 2019 followed by an enforcement notice in 2020 with eventual threat of litigation in August 2023 causing the caravans to be removed. It has since returned with evidence of even more activity. A letter of concern had been written to Jennifer Weigh (the person from CWAC in charge for this case). It seems that she is on maternity leave and her caseload has been taken over by the department of planning enforcement who, after we wrote to them provided a somewhat discouraging reply. We have sent a letter outlining our concerns to Councillor Mark Williams of Christleton and Huntington. We await his response. Cllr Murray expressed a grave concern about the number of open issues which show little sign of being resolved. He will draft a letter which once approved can be sent to the Chief Executive of CWAC.
6. **Planning** ongoing planning applications were discussed and it was agreed that there was nothing contentious apart from the egg production unit which had already been discussed.
7. **Finance, Governance and Accountability:**
 - 7.1. This was discussed and minuted at the AGM
 - 7.2. Detailed information is available on the Council Website (www.poultonandpulfordcouncil.co.uk)
 - 7.3. Under the heading of update on the budget progression over the year 2025/6. There was discussion on the need to annually cut the hedge on the Community Park at a cost of £498. Decision would be taken on this on a year by year basis and this could constitute quite a saving. The Clerk is to write to Ashtree (the company who cuts the grass and hedge on the field) to ask them to await further instructions on hedge cutting.
 - 7.4. Update on the VAT situation as it applies to the Village Hall – already discussed and minuted.
8. **Correspondence for information**
 - 8.1. The Pulford Church Authorities had written to ask for help with grass cutting in the church yard. After discussion it was agreed to give £300 (£200 was sent last year) There was a request that this money should only be used in PULFORD,
9. **Clerk's Reports and Queries:**
 - 9.1. Police Reports on local issues were accepted – with our Police Officer Jamie Carpenter thanked for his support. Councillors would like to invite Jamie to attend our meetings when possible – he has a lot to offer our community and should be encouraged.
 - 9.2. TEAMS meeting with Stuart Bateman from CWAC Highways has already been discussed.

9.3. VE 80 Day Celebrations were very successful and Councillors were grateful to our anonymous benefactor who presented £200 to Parish Council Funds.

10. Councillors' Reports and Risk Assessment:

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

Location	Responsibility	Confirm date checked	Any problems
Village Hall	Cllr D Ewins		The Village Hall has had the name legally changed from Pulford Village Room to Pulford Village Hall
Church Bank	Cllr D Ewins		
Community Park	Jean Ewins		Problem of rubbish being dumped on the boundary by one of the residents, The Clerk is to liaise with Sue Cadwaladr to informally get involved.
Village Hall Defibrillator	Cllr D Ewins		Re-registered every 90 days on the National Defibrillator Network
Pulford Notice Board	Cllr Franklin		This is to be renovated by David Roberts
Cuckoo's Nest Notice Board	Kate Fairhurst		
Bus Shelters	Cllr Board		
Poulton Defibrillator	Cllr Fay		Re-registered every 90 days on the National Defibrillator Network

11. There were no future agenda items requested

12. Dates of next meetings:

13th August 2025
 26th November 2025 - Precept planning
 25th February 2026 - Budget confirmation
 27th May 2026 - AGM