

POULTON & PULFORD PARISH COUNCIL

Minutes of meeting held on 28th July 2021

PRESENT : Cllr A Higgins (Chair) : Cllr West : Cllr Ewins : Cllr Board : Cllr Evans : Cllr Franklin : Cllr L Higgins

3 members of the public attended the meeting

Items in RED added before Minutes were issued

1 – Apologies – Cllr Fair was unable to attend the meeting

2 – Adoptions and Appointments

2.1 – Register of Interest – none

2.2 – Official Notice of Vacancy has expired. Cllrs need to consider/canvas suitable candidates – **Action All**

Letter of thanks to be sent to ex Cllr Pryce – **Action Clerk**

3 – Suspension of Standing Orders

The problem of dog fouling was raised, particularly down Meadow Lane. Warning notices to be erected and anyone observing the problem to record time and place in order to inform the dog warden for action to be taken – **Action Clerk**

4 – Minutes of April 2021 meeting – approved

5 – Progress Reports

5.1 – Police – the first Police Surgery at Pulford Village Hall was attended by Cllrs Board ,Franklin , Ewins and one member of public.

5.2 – Community Park – Dave Roberts is taking over the Chairmanship of the Park.

See Minutes of July meeting attached

5.2.1 – shrubs have had a tough time and some replacement has been necessary. A clean up day is scheduled for Oct 10th – **Action Cllr Evans**

5.2.2 – ditch clearance – c/f

5.2.3 – Captain Tom Trail – 2 quotes have been received and a third one is being sought.

5.2.4 – Block paving at Park entrance - 2 quotes received (£ 4800 and £ 4200), 3rd quote being considered but there is a preferred supplier

5.2.5 – Vandalism problem – has subsided

5.2.6 – Parking for visitors – any correspondence/contact with Park users will request they park responsibly and for those one-off occasions to use the Church Bank or Village Hall parking. Problem to be monitored and reviewed at next meeting – c/f

5.2.7 – Boules – regular fortnightly events planned with the first one on Aug 4th at 7 pm

6 - Planning

6.1 – Woodfield Farm transit van and 2 statics remain. Enforcement action underway by CW&C – c/f

7 – Finance and Audit

The following items were approved : -

7.1	+ £ 5632	CW&C Precept
7.2	+ £ 1783.10	Funds for VH Refurbishment 2021/22
7.3	+ £ 0.42	HSBC and Santander Interest 2021/22 to date

7.4	+ £ 1019.85	HMRC Vat refund Nov 20 to Mar 21
7.5	+ £ 31.95	Malware Bytes refund
7.6	- £ 166.86	Clerk's gross salary Apr to June 2021
7.7	- £ 30	Autela Payroll services -inv 6656
7.8	- £ 210 x 2	#gardening May/June 2021
7.9	-£ 47.76 x 3	BT service at VH May/June/July 2021
7.10	- £ 35	ICO annual renewal
7.11	- £ 19.80	Clerk's travel expenses July 2021
7.12	- £ 31	Ink via Clerk ref 210
7.13	- £ 181.44	JDH Business Services inv 4059
7.14	- £ 20	Cheshire Community Action annual sub via SO
7.15	- £ 865.40	Fortress Windows – ref VH 207
7.16	- £ 17.50	B&Q – ref VH 208
7.17	- £ 32.99	Gros Gdn centre – ref 209
7.18	- £ 462	Edgar Maltby – ref VH 211
7.19	- £ 20.19	Toolstation/Broxton gates – ref 212
7.20	- £ 347.32	Huws Gray – ref VH 216
7.21	attached	Detailed spreadsheet for 2021/22 showing RECEIPTS, PAYMENTS, ANNUAL RTN 2020/21, and ASSET REGISTER
7.22	Finance Status	noted
7.23	Audit	Internal audit report approved
7.24	Huws Gray	Account setup noted
7.25	BT at VH	Agreement to split monthly rental with VH Committee following end of contract and review in 12 months. Peter Gosmore is reviewing the supplier options – c/f

8 – Correspondence for Information – see sections 9 and 10

9 – Clerk's Reports & Queries

9.1 to 9.4 – The revised documents should be reviewed by a sub-committee of 3 Cllrs. Cllrs Higgins, Board and Fair nominated – **Action Cllr Higgins**

9.3 – It was agreed to raise the first procurement threshold (ref 6) from £ 250 to £ 500

9.5 –Highways have indicated they can provide training and loan equipment to monitor vehicle speeds. List of volunteers required for course in Sept/Oct – **Action Clerk**

9.6 – Parking on B5445 – Highways to be contacted again re double yellow lining **at entrance to Castle Hill** – **Action Clerk**

9.7 –.50 mph Speed limit on B5445 Pulford to A483 – consultation period ends on Aug 13th. If no objections implementation should soon follow – c/f

9.8 – The hedge owner at the Dodleston Lane Corner has been contacted by letter, e-mail and verbally. To date this has failed to get him to action the hedge maintenance. Given the safety issues at the corner Highways to be contacted re the problem . The Clerk was requested to issue the annual hedge cutting reminder notices – **Action Clerk**

9.9 – Children Safety Notice Old Lane/Fairmeadow – problem noted and will be monitored for review at nest meeting – c/f

9.10 – Speed reduction petition The Green – Highways to be presented with the request – **Action Clerk**

9.11 – Maintenance of Church cemetery grounds – awaiting action by the Church. If not resolved by next meeting consideration to tripartite meeting with Church and Grosvenor Estate – c/f

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

10.1 – Risk Assessment Reports – responsibility for monitoring important items/ village locations agreed, Dave Roberts will report on any problems in Community Park. Cllr Ewins summarised the problem with the VH defibrillator – a/w a loan unit. No other issues noted but Dave Roberts plans to refurbish the Pulford Notice Boards – c/f

10.2 – Cllr Fair has not received an update on the proposed path through Pulford woods. The Chairman to contact the Estate for an update – **Action Cllr Higgins**

10.3– VH report – Cllr West gave an update – see the minutes of their July 26th meeting attached

10.4– Speed Monitors on B5445 – Highways own the units and will not support any changes until the units fail. Situation to be reviewed before end of Financial Year – c/f

10.5 – Church Bank maintenance – it was noted that the resident of The Limes was keeping the surface level. Dave Roberts has completed the replacement of the wooden posts. Thanks needed to both persons – **Action Clerk**

10.6 – The date for the next Chester marathon is Oct 3rd

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

Oct 27th 2021

DATE	NAME	SIGNATURE
JULY 2021		
JULY 2021		

FRIENDS OR POULTON AND PULFORD COMMUNITY PARK

Minutes of meeting held in the Park 20th July, 2021

Those present – all the committee - Simon, Peter, Kate, Jane, Pat, Jan, Glenys

1. Review of actions from last meeting

Simon thanked the committee for the work they carried out last year and this. The boules area was tidied up last year, and has been recently cleared again. The invasive boundaries need regular clearing. It was proposed that a working party should meet at 11 am on Sunday 10th October as last year to do this.

2. Maintenance and planting

Councillor Board has suggested that fruit trees could be planted in The Park. The committee felt that there were enough trees already and that perhaps fruit trees weren't really a suitable addition.

#Matt of gardening services thought that the grass would benefit from being cut more regularly. The committee felt that the grass looked fine and would only need extra cutting if an event was being held. However the work done by Phil Murphy from Simply Green who sprays the persistent weeds beyond the bulb mounds has made a positive difference. It was suggested that he should come 4 times a year, and that perhaps he could be prevailed upon to spray the boules court and at the correct time spray the slippery algae which forms on the track under the trees. Peter has agreed to contact him.

Yellow paint has been obtained for painting the distance numbers on the track and stencils to go over the stop sign at the gate. Unfortunately the stencils will not give a clean edge to the writing. Perhaps they can be modified to overcome this, or we obtain better quality stencils.

3. Update on Finance

Peter presented a written Friends account from 05.07.2019 until 26.06.2021

There are details in the agenda of ringfenced money and monies we anticipate receiving in order to finance our plans for the near future.

The Friends account in the Natwest bank is becoming increasingly difficult to manage! (we still cannot get the signators for Cheques sorted, Carl's name is still there). The Friends agreed that a change of bank would be a way to solve the problem.

4. Update on Current Projects

(a) We have 2 estimates for the work for block paving at the main gate and need a third. Members were invited to help to find another quote. Discussion of the project was shelved until the next meeting, and indeed until funding has been secured.

(b) Captain Tom Trail. Details of the proposed equipment and its cost were included in the agenda. Simon also included the source of monies to finance this. This money needs to be secured before we can go ahead.

John McKinnie of 1, The Old Schoolhouse, Pulford Close, has already given us help and has said he has contacts with a different supplier for the equipment we are seeking. Simon will contact him to explore the possibility of getting a comparable but cheaper quote.

6. Events for Next Year

It is The Queen's Platinum Jubilee from Thursday, 2nd June 2022 to Sunday, 5th June, with 2nd and 3rd being public holidays. We felt it appropriate to hold a celebration in The Park. Bearing in mind the chances of people being away, football world cup and no doubt other events going on we decided that Sunday, 19 June would perhaps be a safer date.

Kate will contact The City of Chester Brass Band to check their availability for the event.

5. Health and Safety.

We need a new Health and Safety person to attend a day's training course and to check the equipment on a weekly basis.

6. Nominations for Chairperson.

Simon was thanked for his work and stepping in to fill this role. We're pleased that he will remain a member of the committee.

Names put forward were Dave Roberts, Nick Franklin and John McKinnie. All three good candidates but the latter two, although being invited to join the committee as associates did not feel that they had enough experience. Dave, as a previous chairman was therefore the obvious choice. Jean Ewins, a previous member also has stated that she would be willing to return. The secretary will write to the 4 to welcome them to the committee.

7. AOB

A fortnightly boules evening will be held for adults and accompanied children from the village (free of charge) starting on Wednesday, 4th August at 7pm. Simon will make posters to put up in Pulford, Poulton and Cuckoo's Nest inviting people to come along. There is an ash tree in the woods overhanging the children's swings. This doesn't look very healthy and perhaps could fall. There was a suggestion that the Clerk to the Parish Council might perhaps contact the estate foresters to ask if they would come and have a look at it to make sure it's safe.

Pulford Village Hall Management Committee Ordinary Meeting Monday July 26th 7.30pm in the Village Hall

Those present David Ewins (DE) Kate Fairhurst (KF) Peter Gosmore (PG) Mike Nethercott (MN) Jan West (JW) Apologies Jenny Nethercott : Richard Cole (RC)

Chairman DE opened the meeting apologising to MN as in error he had not been formally invited. He confirmed that DE was the chairman and a trustee, PG was the treasurer JW is secretary and trustee and there are 5 officers representing the various group users

DE read the minutes of the AGM 27/10/2020 , they were all agreed and duly signed by DE

Matters Arising none

Village Hall Report

DE reported on how we had utilised the empty hall due to the Covid 19 Pandemic to our advantage; the outside area at the back of the hall has been cleared, concreted and 2 large plastic storage units installed. A new boiler has been installed, the boiler room insulated, and the asbestos roof safely removed after a leak and a new roof erected. The Lady Edna Room has had the existing large cupboard restored by Simon Nook. New filing cabinets are in place, as is a new PVC window and carpet tiles fitted. The kitchen also has 2 new PVC windows. A large planter is now on the pavement outside the VH. Dave Roberts (DR) and Janet Roberts have home grown all plants for the new hanging baskets. These, an outside tap and a watering system have been installed by DR and DE. The hall ceiling has been painted and work has started on painting the internal doors.

A large wooden storage cupboard has been built on the stage by DR and DE.

Ongoing work is to complete the stage cupboard, put some stained glass in the stage window and to install a blackout blind. The VH committee has commandeered **DR** to do this work.

It was agreed by all that a letter of thanks must go to DR for his ongoing support which is very much appreciated. JW to action this.

Discussion on VH WiFi. Installed 2years ago for very little cost. The PC have paid the full rental of £48 inc vat since then. Renewal due mid-September. PG is to get the best new deal possible with maybe a change of supplier. 3 options discussed VH to pay the total amount for the new renewal price, VH and PC to pay 50% each, or PC to pay total amount. It was agreed by all that the VH committee would pay 50% and this would be mentioned in the PC meeting on 27/7/21 and DE would speak to Tony Higgins the PC Chairman about this. It was duly noted that Barry the PC clerk has saved The VH £1000 's due to VAT redemption. As the PC have had this increased spending (over 25K) they need a thorough external audit, and it was agreed the VH would contribute to this.

Discussions on the way forward were to promote the availability of the Lady Edna room via the Essentials Magazine and Facebook. Lady Edna's niece was to be contacted reference the opening of the room. PG was thanked for his continuing time and effort he devotes to the VH.

A letter was read out from Cheshire Community Action, but it was decided that we would not take up their offer.

AOB

It was decided that both a blind and false curtain would be installed in the LE room. A working party of KF and Jean Ewins were to clear unwanted items in the kitchen.

It was noted that the defibrillator was faulty, and it was to be repaired under warranty with a temporary being available in the meantime.

It was agreed to have 2 meetings a year the AGM is on Tuesday 12/10/21 at 7.30pm in the Lady Edna room.

DE thanked everyone for their attendance the meeting ended at 8.30pm.