

POULTON & PULFORD PARISH COUNCIL

Minutes of meeting held on 24th April 2024 in Pulford Village Hall

Present : Cllr J Ewins (Chair), Cllr Murray, Cllr Franklin, Cllr Fair, Cllr D Ewins, Cllr Hynes, Cllr D Ewins, Cllr Evans, Cllr Board.

1. **Apologies:** Cllr West, Cllr Douglas

2. **Declarations of Interest:**

2.1. Nil

2.2. Nil

2.3. Cllr Board declared that he had an interest in the History Display Board (agenda item 9.3). He would withdraw from any discussion, voting or resolution on this.

3. **Suspension of Standing Orders:**

3.1. Kate Fairhurst raised the issue of footpath deterioration along the B5445 and how it was a health and safety issue particularly near Cuckoo's Nest and difficult to negotiate the restricted pavement width and that one was frequently forced into the road. It was agreed that the Clerk would send another letter to Highways Department. Cllr Board suggested including a copy to the CWAC CEO into the email. Cllr Board would forward this email address to the Clerk

3.2. Tom Davies of Number 1 Pulford Court raised the issue of a petition against his gate and development plans. Through the Chairman, Councillors assured him that there was no knowledge of any such activity.

3.3. Residents from Castle Close voiced concerns about occupants of Number 1 Pulford Court causing flower bed damage and alleged over-use of the Castle Close Access road to and from their property through a pair of gates whose legality was in dispute. They were told that this land was under the ownership of Sanctuary Housing and that correspondence should be directed to them. It was noted that the Council had already written to Sanctuary but as yet no response. Mr Davies indicated that he would show his correspondence from CWAC regarding the gate.

4. **Minutes:** The minutes of the last Council Meeting held on 3rd January 2024 were approved, proposed by Cllr Fair and seconded by Cllr Franklin. The only matter arising was that Peter Gosmore, the Clerk should be permanently appointed.

5. **Progress Reports on issues carried forward:**

5.1. Peter Gosmore was unanimously appointed as Responsible Financial Officer (RFO)

5.2. Bank accounts still 'work in progress' although there has been a recent development that Peter Gosmore could and would become the named account holder at HSBC.

5.3. Cllr Franklin has been reimbursed with money he paid out for the pathway markings.

6. There was some discussion about the various planning applications in the system

6.1. Concern was raised about the deteriorating state of the property at 10 Old Lane.

- 6.2. Residents close to Bell Meadow who had already voiced concerns about the solar panel installation heard that Bell Meadow intend to proceed with a revised set of plans. Cllr Hynes agreed to look into this and report back,
- 6.3. Owners of 1 Pulford Court intend to appeal against the refusal of their planning application.

7. Finance for Information and Approval:

- 7.1. Councillors had already had the budget and financial report for 2024/5 and there was little further comment under this heading.
- 7.2. Councillors approved the following payments from October to the end of the financial year - for ease, as there are quite a number, these are itemised as appendix (i) at the end of these minutes

8. Correspondence for information - nothing noted under this heading

9. Clerk's Reports and Queries:

- 9.1. Issues of Access complaints in Castle Close had already been addressed in Suspension of Standing Orders.
- 9.2. Concern about the safety and security of Number 2 Pulford Course and potential danger to occupants in light of the recent fire. Environmental Health were already involved and it was agreed that the Clerk should send a further letter stating Council's concern about health and safety of residents. Cllr Hynes agreed that he would research and advise on which agencies should be contacted for assistance.
- 9.3. History Display Board. This attractive idea is being proposed and potentially carried through by the Pulford and Poulton Local history Group and they would like the Parish Council to support and guide the scheme. It was agreed that there would be a Ways and Means group which would meet on Monday 29th April at 18:00 at the Village Hall. Cllr Hynes would provide a piece of board the same size as the proposed display and Councillors, together with members of the History Group would meet to decide how, when and where. There was enthusiastic support for the idea and it was anticipated that the Parish Council would pay for this and own it, using a donation from the History Group for purchase. The History Group agreed to contribute to any ongoing maintenance.
- 9.4. David Roberts has kindly offered to make and finance a bench seat in memory of the late Barrie Evans, for many years a Clerk to this Parish Council. The Council were very pleased to accept this generosity and following discussion with Barrie's widow, Cllr Evans, it was decided that it would be placed on the Green in Poulton close to Barrie's home. The Clerk is to write to David Roberts thanking him for his kindness.
- 9.5. Retention and payment of our Domain Names - we had two, Poultonandpulfordparish.co.uk and Pulfordandpoultonparish.co.uk. The cost of these is £40 + VAT. The Clerk through the chairman had to act quickly and made the decision to let the Pulford and Poulton one go and signed up for the other for a period of two years. There is a government move that all councils should have a gov.uk suffix - there was a cost of £125 and a decision was deferred until next meeting.
- 9.6. Thanks to Councillor Fair for organising the repair of the light in the telephone defibrillator box at Poulton

10. Councillor's Reports, and future agenda items:

- 10.1.Risk assessment - individual areas reported below:
- 10.2.Cllr D. Ewins gave a Chairman's report on the Village Hall. Outlining that the place was financially comfortable, had upgraded toilets, new chairs, thermal curtains, significant gutter repairs, Christmas decorations and that we comply with insurance requirement that key combinations are regularly changed (once a month).
- 10.3.Cllr Franklin covered maintenance and safety issues of some pieces of equipment. He brought up the idea of social events to include the popular Boules evenings and a Park Picnic on 21st July 2024. The Clerk to arrange a safety check with Alan Dymond and there would be a tidying group to smarten things up in the park.Cllr Fair raised the topic of funding for the Park as Parish budget was tight. There is still some CIL money and Cllr Franklin would get into contact with Sarah Dobbins to get an update on the situation. We will apply for funding from the CIL fund for phase 2.
- 10.4.Church Bank restoration is satisfactorily completed and Cllr Fair was thanked for his practical support.
- 10.5.All other reports as listed on the agenda were described as being in good order and regularly checked.

11. Any Other Business:

- 11.1.Cllr Ewins announced that she would retire as Chairman at the next meeting although she would stay on as a Councillor for a while (until the Bank situation was regularised)
- 11.2.The need to have an AGM in May was outlined
- 11.3.The meeting scheme for the remainder of the year would be May, August, November and February with precept discussions being decided in November.
- 11.4.Cllr Franklin asked if the £500 Pulford 10K money had been paid and the Clerk was pleased to report that it had.

12. Date of next meeting: Wednesday 29th May at 19:00 in the Village Hall.

Appendix i - payments authorised and receipts - October to March 31st:

To Village Hall	Payment of VAT Claimed on VH Behalf	01/10/2023	-800.00
VH Wifi Payment	Wifi Credit	02/10/2023	11.00
To Village Hall	Payment of VAT Claimed on VH Behalf	02/10/2023	-800.00
Cheshire West Council Tax	Potential Election Costs	03/10/2023	-181.00
Marathon Donation	Donation	13/10/2023	250.00
Simply Green	Park Ground Maintenance	14/10/2023	-60.00
Hashtag Gardening	Park Ground Maintenance	14/10/2023	-510.00
Autela Payroll	Payroll	14/10/2023	-37.29
Bank Charges	Bank Charges	15/10/2023	-8.00
VH Internet charges	VH Internet Costs	16/10/2023	-26.99
Poppy Wreaths X2	Miscellaneous	26/10/2023	-50.00
Defib Course	Education	26/10/2023	-100.00
VH Wifi Payment	Wifi Credit	27/10/2023	74.31
Village Hall Audit Payment	Audit contribution	27/10/2023	100.50
Village Hall Audit Payment	Audit contribution	27/10/2023	100.50
VH Wifi Payment	Wifi Credit	01/11/2023	27.06
Bank Charges	Bank Charges	14/11/2023	-8.00

VH Internet charges	VH Internet Costs	16/01/2024	-26.99
PG expenses Test	Stationery	23/01/2024	-1.00
PG expenses	Stationery	23/01/2024	-7.36
Limestone for Car Park	Local Improvement	25/01/2024	-660.00
Simply Green	Park Ground Maintenance	25/01/2024	-60.00
Limestone for Car Park	Local Improvement	29/01/2024	-660.00
VH Wifi Payment	Wifi Credit	01/02/2024	27.06
Refund of Limestone costs from loweroak	refund	05/02/2024	660.00
Field Path Marking money	CIL money	07/02/2024	2,721.60
Nick Franklin reimbursement	Community Park Investment	07/02/2024	-1,000.00
Nick Franklin reimbursement	Community Park Investment	08/02/2024	-1,000.00
Nick Franklin reimbursement	Community Park Investment	09/02/2024	-721.60
Collection of xmas trees - Jean Ewins	Miscellaneous	09/02/2024	-25.40
Transferred from Deposit Account	transfer of investment	11/02/2024	1,000.00
Callum West - Church Bank	Local Improvement	11/02/2024	-1,000.00
Callum West Church Bank (2)	Local Improvement	12/02/2024	-540.00
Autela Payroll Services	Payroll	12/02/2024	-37.29
Bank Charges	Bank Charges	14/02/2024	-8.00
VH Internet charges	VH Internet Costs	16/02/2024	-26.99
VAT refund from HMRC	Vat refund	19/02/2024	778.20
Kimcell - E-Mango	website	20/02/2024	-345.60
VH Wifi Payment	Wifi Credit	02/03/2024	27.06
Rent Payment From VH	Rent	02/03/2024	50.00
CHALC Finance Course Payment	Training	02/03/2024	-60.00
Bank Charges	Bank Charges	16/03/2024	-8.00
VH Internet charges	VH Internet Costs	18/03/2024	-26.99
CHALC Induction course Inv 2023/135	Training	19/03/2024	-25.00
Final Bt settlement from VH for year / cover shortfall	Wifi Credit	19/03/2024	73.95
Loweroak Invoice	Local Improvement	19/03/2024	-396.00
HMRC PAYE	Clerk's PAYE	22/03/2024	-75.79
PG Payment 4/4	clerk's payment	25/03/2024	-197.09
PG Expenses	Monthly expenses	25/03/2024	-75.00
Pulford 10K	Donation	26/03/2024	500.00
HMRC Tax payment for PG	Clerk's PAYE	27/03/2024	-49.20