

**MINUTES OF THE ANNUAL MEETING OF THE WOOLSTON PARISH COUNCIL
HELD AT THE WOOLSTON NEIGHBOURHOOD HUB, HALL ROAD, WOOLSTON
ON 18 MAY 2016**

Present: Councillor J Greenslade (Chairman)
Councillors: M Banner, MH Greenslade, AJ Hill, A McCarthy,
D Nowell, M Pearce, P Wright

C1 Election of Chairman

Resolved,
That Councillor J Greenslade be elected Chairman of the Council for the ensuing year.
(*Councillor Greenslade completed the Declaration of Acceptance of Office*).

C2 Chairman's remarks

The Chairman welcomed the new members to the Council and congratulated Councillors AJ Hill, A McCarthy and P Wright on their election as Borough Ward Councillors for Rixton and Woolston following the elections held on 5 May 2016.
The Council recorded their thanks to Councillor Banner for the manner in which she had undertaken the duties of Chairman during the past year.

C3 Election of Vice Chairman

Resolved,
That Councillor M Banner be appointed Vice Chairman of the Council for the ensuing year.
(*Councillor Banner completed the Declaration of Acceptance of Office*).

C4 Results of Elections 5 May 2016

The Clerk reported that the Returning Officer had supplied the results of the elections held on 5 May 2016:

East Ward	Mr J Greenslade, Mrs MH Greenslade, Mr B Maher, Mr A McCarthy, Mr SJ Rydzkowski, Mrs P Wright
West Ward	Mrs M Banner, Mrs MA Creaghan, Mr AJ Hill, Mrs D Hill, Mr D Nowell, Mrs M Pearce

Resolved,
That the report be noted and the remaining Declarations of Acceptance of Office be completed prior to or at the next meeting of the Council.

C5 Apologies for absence

Apologies for absence were noted from Councillors MA Creaghan, D Hill and SJ Rydzkowski.

**C6 Code of Conduct – declarations of interest
Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012**

No declarations were made at the opening of the meeting.

C7 Minutes of the previous meeting

Resolved,
That the minutes of the meeting held on 13 April 2016 be taken as read and signed as a correct record subject to the following:

C150 Reports from members appointed to local bodies

Friends of Woolston Park

Delete the words “and a fundraising event was to be held on 30 April 2016”.

Public Rights of Way Forum

Amend second sentence to read “In respect of Woolston it was noted that the knee rail fence at the Woolston Guard weir had not been repaired and that a request had been made for repairs to the stile at Brook Lane”.

C8 Review of the terms of reference for committees, including delegation

Resolved,

That approval be given to the report on the terms of reference and delegation to the Environment and Amenities Committee and the Finance and General Committee for 2016-17 as set out in the report of the Clerk.

C9 Review of the committee structure and to appoint the Chairman and members to committees

Resolved,

That approval be given to the following committees being established consisting of all members of the Council and to the appointment of Chairmen as follows:

Environment and Amenities Committee – Councillor MH Greenslade

Finance and General Committee – Councillor A McCarthy

C10 Review and adoption of standing orders and financial regulations

Resolved,

That approval be given to the standing orders and financial regulations for 2016-17 as supplied to members.

C11 Review of other procedures

Resolved,

That the Finance and General Committee to review the following:

1. arrangements for insurance cover in respect of all insured risks
2. inventory of land and assets including buildings and office equipment
3. the Council's and staff subscriptions to other bodies
4. the Council's complaints procedure
5. the Council's procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998
6. the Council's policy for dealing with the press/media
7. the Council's Code of Conduct
8. review of arrangements, including agency arrangements with other local authorities and review of contributions made to expenditure incurred by other local authorities.
9. Risk assessment procedures.

C12 Review of representation on or work with external bodies and arrangements for reporting back to the council

Resolved,

That approval be given to the following appointments to outside bodies:

East Warrington Neighbourhood Board – Councillor MH Greenslade

New Cut Heritage and Ecology Trail Group – Councillor J Greenslade

C13 Committee matters

The Council gave consideration to matters relating to the undermentioned committees:

Environment and Amenities Committee

- a) Woolston Playing Fields – parking for users
The Clerk reported that the Kings Leadership Academy had requested that consideration be given to the sharing of the two car parks at Hillock Lane to assist in meeting peak demands of facilities at the school and the playing fields:
Resolved,
That approval be given in principle to the proposal and the Clerk be authorised to discuss the matter further with the Bursar and Operations Manager.
- b) Martinscroft Village Green – traffic calming scheme
The Clerk reported that the Borough Council was to supply for comment a copy of the consultation document to be issued in respect of the proposed traffic calming scheme at the Green:
Resolved,
That the Clerk, in consultation with the Chairman of the Environment and Amenities Committee, be authorised to respond to the Borough Council having regard to any comments made by members.
- c) Parish Path warden scheme – appointment of Path Warden
Resolved,
That Councillor Nowell be appointed as Path Warden as part of the Borough Council’s Path Warden scheme.
- d) Development of “old Billy” scheme
Resolved,
That the Chairman of the Environment and Amenities Committee be authorised to hold discussions with Borough Council officers on the development of the scheme.
- e) Development adjacent to Thelwall viaduct
Resolved,
That the Environment and Amenities Committee give consideration to matters relating the development.

Finance and General Committee

- a) Training for members
Resolved,
That a report be made to the next meeting of the Committee on the provision of training for members.
- b) Applications for grant aid
Resolved,
That approval be given the following applications for grant aid as indicated:
a) New Cut Heritage and Ecology Trail - having regard to the relatively short notice of the introduction of a charge and to allow the Group to have time to find an alternative location for meetings or to raise money from sources to fund the continuation of meetings at

Woolston Neighbourhood Hub, approval be given to provide funding for one hour for each of 3 meetings subject to a maximum cost of £50. Booking and payment for this use to be made directly with Woolston Neighbourhood Hub by the Council. It was understood that these meetings were likely to be those to be held in July, September and November 2016.

b) St Peter's RC Church Lourdes Group – the application be approved and a grant of £250 be made.

(Councillors J Greenslade and MH Greenslade declared a personal interest in the application from the Lourdes Group).

C14 Calendar of Council and committee meetings

The Council gave consideration to a report on the proposed Calendar of meetings for 2016-17 for the council and committees. The dates included avoided planning committee meetings at the Borough Council in accordance with previous decisions:

Resolved,

That the calendar of meetings be accepted.

C15 Matters of report from previous minutes

There were no matters to report.

C16 Policing of Woolston – community liaison report

The Council received a report from the Police Community Support Officer on the policing of Woolston. Details were submitted of the number and type of incidents in the parish since the last meeting and on action taken by the police. This included reports on:

- theft from vehicles that had been left unlocked
- attempted burglaries
- anti-social behaviour by youths
- control of parking outside schools
- a safe and secure event to be held on 23 May 2016

The police were asked to respond to a previous query relating to the overnight parking of heavy goods vehicles, some with refrigerated units, on the length on old Manchester Road adjacent to residential properties.

C17 Borough Council business

Borough Councillors Hill, McCarthy and Wright reported on matters under consideration by the Borough Council relating to the parish and on issues that the Borough Ward members had acted on for residents including:

- complaints regarding out of hours working by the developer of Kings Leadership Academy;
- incidence of Japanese Knotweed along the canal towpath;
- arrangements for sweeping the canal towpath;
- development of the new play area adjacent to the pond in Woolston Park;
- complaint regarding untidy public areas at the Woolston Household Waste Site;
- two new benches were to be installed in Woolston Park south;
- discussions with officers regarding the use of Section 106 funding to provide improvements to the areas adjacent to the canal towpath.

C18 Reports from members appointed to local bodies

The Council received reports from members who were appointed by the Council or other organisations on local bodies including:

- East Warrington Neighbourhood Board – Councillor M Greenslade reported that the annual meeting was to be held on 25 May 2016.
- New Cut Heritage and Ecology Trail Group – the minutes of the group meeting and other information had been provided to members. The next meeting was to be held on 23 May 2016.
- Friends of Woolston Park – Councillor M Greenslade reported on the meeting of the group held on 4 May 2016. Concern had been expressed at the lack of volunteers and consideration was to be given to recruitment of new members. It had been noted that park improvements by the Borough Council were continuing in accordance with the development scheme. This would include a new gazebo on the same site adjacent to the pond. The next meeting of the group was to be held on 13 June 2016. The Clerk reported that the group had provided a draft programme of events in support of their application for funding for the 2016 Show.
- Public Rights of Way Forum – Councillor Nowell reported on the meeting held on 14 April 2016 and gave an update on matters reported to the Borough Council including a safety issue following the removal of a stile at the back of Brook Lane as part of the Disability Discrimination Act works. The view of the Public Rights of Way Officer was that the situation was satisfactory; the broken knee rail had not been replaced at the Woolston Guard weir. This was considered to be the responsibility of Peel Holdings to repair; in response to a request for warning signs where pedestrians cross highways along the New Cut Canal towpath, the response made was that records had revealed that there had been no reported accidents. The gate at Juniper Lane was subject to a Section 143 notice; the No horse riding sign on the canal towpath had been provided following concerns that the path was not suitable for riding. The next meeting of the Forum was to be held on 18 August 2016.

C19 Correspondence – consultation and information

- Scottish Power Energy stakeholder meeting

The Council noted that an invitation had been received for the Chairman to attend the Mid Cheshire area meeting to be held on 25 May 2016 at Middlewich.

- Former Fox Wood School – proposed disposal of school land

The Council noted that the Borough Council was to give public notice of the intention to dispose of land at the former Fox Wood School at Chatfield Drive.

C20 Planning Applications and decisions

The Council gave consideration to the following planning application submitted for comment by the Borough Council:

2016/27894 – 9 Bowfell Grove – TPO – proposed work to trees. Lime T1 & T2 overhanging branches onto garage, cut back. Lime T7 overhanging branch on garden and neighbouring land. Lime T1 to T14 reduction due to excessive shading.

The Council was asked to give consideration to reaffirming that Householder applications would not be reported for consideration unless there was a matter of principle or other special issue relating to a development.

The Clerk reported that further to Minute C152 13 April 2016 representations had been made to the Borough Council in respect of application 2016/27683 – land at Bridge Land Industrial Estate (MR2), Woolston Weir (MR1 downstream), the rear of Weir Lane/Edward Gardens (MR1 upstream), and Thelwall Viaduct. It was noted that the application was to be referred to the Development Management Committee for determination:

Resolved,

That

- (1) no objections or representations be made in respect of application 2016/27894;
- (2) future Householder applications be reported only where there is a matter of principle or other special issue relating to a development that is believed to require consideration.

C21 Business raised by Members

There were no items to raise.

C22 Payment of Accounts

Resolved,

That approval be given to the following payments:

Cheque No	Date expenditure incurred	Payee	VAT not Recoverable	Amount	Purpose	S137
4181	31/3/16	LiveWire CIC	0.00	42.00	Meeting room March 2016	
4182	28/4/16	Proact IT UK Ltd	0.00	233.22	Software Trend Micro	
4183	29/4/16	Employee 1	0.00	358.38	M1 April	
4184	13/5/16	Staples (Clerk)	0.00	50.37	Printing and stationery	
4185	18/5/16	Employee 1	0.00	358.18	M2 May	
4186	18/5/16	Zurich Municipal	0.00	1214.58	Insurance premium 2016-17	

Chairman.....