**Minutes of the ordinary meeting of Darnhall Parish Council**

**Held in Darnhall Village Hall on Tuesday 30th January 2018 at 7.30pm**

Members of the public present: None

Members of the council present: Cllr Jinks (chair), Cllr Bostock, Cllr Bownes, Cllr Davenport, Cllr Langley, Cllr Sherry & Cllr Strachan.

1. **Apologies for absence**

No apologies.

Cllr Stephen Burns attended this meeting.

1. **Disclosure of declaration of interest**

None

1. **Chairman’s opening remarks**

Cllr Jinks thanked Robin and Stephen for coming to this meeting. Neighbourhood plan is well under way and the questionnaire have been done. Several members of the Neighbourhood plan group have been out knocking on doors to hand deliver the questionnaires.

Future of the Village Hall – waiting for the structural engineer. Once we get the report a copy needs sending to the landlord and the estate manager whom are interested in the progress.

The clerk has been busy sorting out the Village Hall and Parish Council accounts to get them ready for an audit.

The 200 club is on hold at the moment but will start again in April. It has been put on hold as it now has to form part of the parish council accounts so it will run from April to March in future.

Mrs Grant will be leaving Darnhall after having been here for 50 years. She is moving to Middlewhich. We wish her well in her new home.

1. **Minutes**

**To approve the minutes of the ordinary parish council meeting held on Tuesday 28/11/2017. 81/18 resolved that the council approved the minutes of the ordinary meeting held on Tuesday 28/11/2017.**

1. **Matters arising from the minutes of the ordinary meeting on Tuesday 28/11/2017.**

No matters arising.

1. **Clerks report**

The Clerk had received a request for a 2nd salt bin from a resident on Beauty Bank. The Clerk sent in a request to CWAC to see if this could be done and what costs is any to the parish council. A reply came back from CWAC as follows: -

“CWAC would not fund a 2nd bin but we could apply to the members’ budget for one or pay for one ourselves. The cost would be around £375. We would need to speak to the residents in the area first to find the best location for the bin, as sometimes residents

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don’t want the bin sited outside their homes, also the footpath will need to be clear of any obstructions.”

Cllr Strachan suggested that he contacts a local business to enquire if they would store some salt for us to be used on the road in question to save having to purchase the bin. **82/18 agreed Cllr Strachan to contact the local business and report back.**

1. **Planning, Neighbourhood Plan (NP)**
	1. The questionnaires have been give out and the cut-off date for returns is 31/1/2018. To date 60 have been returned. So far there is support for the separation of Darnhall and Winsford. Support for farming.

Can now start to write the draft policies. Cllr Strachan has spoken to Richard Thresh.

Cheshire Wildlife have not been paid for the report that they did. We are waiting for the 2nd lot of funding money to come in. the 2nd grant application was sent off on 12th December and the money should be with us by end of Feb. The grant scheme ends on 31st March 2018.

Other things that have been noted from the questionnaire are, allotment space has been requested, traffic and speeding, state of the roads and to preserve and protect farming.

* 1. APP/A0665/W/17/3181223 Land at Swanlow Lane, Darnhall. The appeal is dismissed.
	2. 17/03563/ful conversion of existing barn into two self-contained residential dwellings for Barn Opposite Stocker Lane Farm – Approval
	3. 13/03127/out land off Darnhall School Lane, Winsford. Email from Carol Miles to ask if we wanted to make any further comments. Clerk emailed back on 14th January to say we had no further comments to those already sent in. Thanked Carol for the update and asked to be kept informed.
	4. 17/04203/ful installation of slurry lagoon for Fields Farm, Hall Lane, Darnhall, Winsford – withdrawn
	5. 17/04598/ful steel portal framed building for Mill Yard, Hall Lane, Darnhall – Approval
	6. 17/05332/ful Weaver Hall Farm, Hall Lane, Darnhall for erection and us of agricultural barn (Retrospective) our comments need to be in by the 5th Feb.

This application was discussed in detail. The building in question is not been used for agricultural purposes, it is being used to store furniture. There have been several comments made on line by local residents which councillors have read. Comments made by residents were: - the site address is not Weaver Hall Farm, what about waste collection – plastic currently being burnt on site, shed used for furniture storage, could the shed be seen from public paths and was the building to close to the overhead electric supply.

Clerk to contact the Planning control officer and send our comment in on line. AS Cllr Burns was at this meeting he will also investigate into the planning application further for us.

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1. **Finances**
	1. To receive the Natwest bank statement and agree the figures with the bank reconciliation. The bank balance at the end of November was £12,290.21. There are

five cheques to be made out totalling £353.14 leaving us with a balance of £11,937.07.

* 1. To pay Meller Speakman £1.00 for the rent for Darnhall Village Hall. Due to a new computer programme at Meller Speakman we will now receive a yearly bill for £1.00 instead of a bill every 5 years for £5.00.
	2. To pay ICO for the data protection renewal £35.00
	3. To pay Cllr Strachan a refund of £21.14 for Adobe update on his computer. This was necessary to enable Cllr Strachan to do the work for the Neighbourhood Plan.
	4. To pay Neuromuscular Centre £146.00 for printing various documents for the Neighbourhood plan questionnaire.
	5. Pay the electrician bill for work at Village Hall. (no bill when agenda done) The bill still hadn’t arrived in time for the meeting. This will be paid out of the Village Hall funds account after the meeting. Around £80.
	6. Pay Chalc for Cllr Langley and the clerk to attend an accounts training course in Middlewich on 6th February. Fee is £75.00 each, total £150.00
	7. To receive the Barclays bank statement for the Village Hall and agree the figures with the bank reconciliation. The bank balance at the end of November was £1487.67. WE have received £4227.65 during the past 2 months and spent £1672.63. Balance at the end of January is £4042.69. to note there is still money in the account from the insurance claim from the brake in. This comes to £1951.09 but we have yet to pay for the CCVT at £1584.00 and the restoration of the memorial plaque estimated at £500.
	8. To receive the Barclays bank statement for the 200 club and agree the figures with the bank reconciliation. The bank balance at the end of November was £962.00. There have been 8 prize cheques made out totalling £192.00 and a donation to the village hall of £376.00 leaving a balance of £394.00. On reconciling up the bank account the clerk has come across 5 very old cheques that cannot now be cashed, these total £96.00. This money is currently siting in the bank balance of £394.00, it can stay there for now, but may be next year it can be moved to the village hall account to help with running costs.
	9. Discuss the new budgets and prepare the precept request. The clerk had sent details out to all councillors of our current budget spends and what we need for next year.

Clerk had suggested the following, additional money needed for internal audit, extra £1000 to add to the existing £1000 for the village hall which is going to need work doing to it during the year, allow funds to restore the finger post sign at Darnhall Knobbs and budget for a new notice board, which is broken. **83/18 all agreed except for the budget cost of the new notice board which was £1500. Suggest we budget £500 and use up the remaining money allocated from the transparency fund of a £1000.** (we need a notice board to comply with transparency rules) Cllr Langley will now look into getting a firm quote for a new notice board to go onto the village hall outside wall, same size or as near to, as the old one and report back to our next meeting.

It was therefore **84/18 agreed that this year’s budget/precept request would be £6021.00 plus the CTRS grant of £67.00.** Last year’s precept request was £4000

* 1. Review any wages – Clerks wages to stay the same this year. **84/18 proposed by Cllr Davenport that as the clerk has had to redo all the accounts for the village hall and Parish council for the past three years that she is paid a one off bonus of £500. This can come out of last year’s funds. 85/18 seconded by Cllr Bostock and agreed by all.**

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Cleaner for the village hall. Currently done by the caretaker and no reason at this stage to change that but possibly look into getting a cleaning company in a couple of time a year to do a deep clean. Look into this and get costings.

Caretaker – **86/18 agree to increase the wages of the caretaker as per figures discussed.**

Care takers wages to be paid in September and March each year.

* 1. Discuss the paying of the fees for the full structural survey on the village hall £420.00 and inspection trial pits fee £150.00. Work due to take place on 10th January.
	2. Email from Claire Jones Cheshire Comm. Action regarding The Garfield Weston Foundation funds. Grant funding available from £30,000 - £150,000 closing date 30th June 2018, may be able to help towards village hall costs.
	3. Update on CCTV for the Village Hall – quote for £1320 plus vat has been received. Work to be carried out as soon as the electrician has time and this will be paid for out of the village hall funds account.
	4. Discuss the 200 club. This will start again in April. Treasurer is Cllr Jinks, cheque signing done by Cllr Langley and Sherry. Bank reconciliation done by the clerk.

Need to revamp the prize giving structure and instead of having just a first prize have 2nd and 3rd as well. Options by email to all councillors to vote for next meeting.

1. **Update on the Darnhall Village Hall Project. (this item to be discussed near the start of the meeting)**

Robin Wood updated the councillors on the project so far. We should have had the report from the survey but it didn’t arrive. Robin had tried to contact them on several occasions by phone and email but no answer. A deadline was given to get the report back to us and if it didn’t we would find someone else. Unfortunately, the report did not arrive in time.

We have now gone back to the original surveyor to see if they can now do the full structural report that we need. Robin and Laurence to meet him on site. We need to move forward now with the help of professional advisers and raise funds for the work. We have lost around 6/8 weeks but we can hopefully move forward again now.

Peter Wain and Laurence have spoken recently and Peter is interested in the progress of the hall and asked to be kept informed and will meet up with us.

1. **Update on any other meetings attended by Councillors.**

No meetings have been attended by councillors.

Cllr Langley and the clerk have been booked to attend a training course on 6th Feb regarding accounts. It has been recommended that they attend this course due to the merger of the Village Hall and Parish Council accounts.

1. **Cllr Langley to update on Village Hall Fundraising**

Christmas dinner made £301.35.

Preparations are underway for the Darnhall Show on Sunday 8th July 2018. It is hoped a meeting will take place soon to discuss things in detail.

1. **Darnhall Village Hall management**
	1. Ground Maintenance contracts – this was sent out to all councillors before the meeting. A few changes need to be made and then the contract will go out for three quotes.
	2. Care Taker – was discussed in the budget.
	3. Cleaner – as discussed in the budget. Quotes now needed for this.

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* 1. Selecting the Darnhall Village Hall working Group this needs to be made up of 4 parish councillors, 3 residents and the parish clerk to take notes. We need to elect another parish councillor. So far we have Cllr Jinks, Langley and Sherry. Cllr Davenport said she would be interested in being the 4th Cllr. **87/18 all agreed that Cllr Davenport should be the 4th member.**
	2. Update on the new alarm – the new alarm has now been fitted and all key holders now have the alarm key as well.
	3. The merger of the accounts with Parish Council accounts – the clerk has gone back three years and re done all the Village Hall accounts again to match the dates of the parish council. Once completed the parish council and village hall accounts will have to be merged together for last year and the current year.
	4. The insurance of the Village Hall and the Parish Council – this year the insurance for the parish council will have to be changed as the company we currently have will no longer be offering insurance cover for parish councils. Clerk to look into this and see is we can merge the parish council and village hall insurance all as one.
	5. Broad band – this has been discussed in the past before and we left it. But, as part of the transparency code we should have broadband in the hall for use at parish council meetings for on line planning etc.

Cost £125 to install and £34.20 a month there after, under a 24-month contract. **88/18 all agreed to have broadband installed.** Cllr Langley will now see to this being done.

1. **Footpath at Goldcrest and Redshank**

Cllr Davenport had sent an email to the clerk regarding the condition of a footpath and asked that the parish council sent in a letter to get the path cleared rather than individual residents. Cllr Burns was at this meeting and he has suggested that Cllr Davenport send him the details and he will sort it out.

1. **Items for information and discussion only**

Cllr Burns mentioned the new boundary review and pointed out the Swanlow and Dene were going to be separated and Darnhall may end up with Tarporley.

Darnhall Bridge was closed for a while but is now open again. It is believed that the bridge will have to close for repairs again, no dates as yet.

Fly tipping on New Lane. This need reporting again as it is really bad at the moment. Cllr Bownes reported seeing a bag of dead pheasants.

Clerk will report online.

Meeting Closed at 10.15pm

Signed by the Chairman ……………………………………………………………………………………………………..

Dated ………………………………………………………………………………………………………………………………

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