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

**Held in Darnhall Village Hall on Tuesday 26th April 2016 at 7.30pm**

Members of the public present: None

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

1. **Apologies for absence**

Cllr Bownes away on Business

CWAC Cllr Burns

1. **Disclosure of declaration of interest**

None

1. **Chairman’s opening remarks**

The chairman paid tribute to Richard Ward who died recently. He had lived in Darnhall all his life and was born at Darnhall Mill where he farmed until moving to Beech House where his family still live and farm today.

The chairman went on to mention a new activity in the parish, Lawn Mower Racing which takes place at Weaver Grove.

The Chairman congratulated Cllr Bostock on his new book called ‘Winsford, A History of a Cheshire Town and its People’. It is available from the Post Office on Swanlow Lane.

1. **Minutes**

**To approve the minutes of the ordinary parish council meeting held on Tuesday29th March 2016. 17/16 resolved that the council approved the minutes of the ordinary meeting held on Tuesday 29th March 2016.**

1. **Matters arising from the minutes of the ordinary meeting on Tuesday 29th March 2016.**

There were no matters arising.

1. **Clerks report and correspondence received.**
	1. Cllr Bostock training has been changed from April 14th to June 30th
	2. AON have sent their insurance quote for this year which is due for renewal on 1/6/16 at £308.56. Zurich have sent a letter asking to quote. Clerk will get a couple of other quotes to compare.
	3. Clerk has added the new laptop to the insurance
	4. Trees on Hall Lane are causing concern as another one has fallen by Ivy Cottage across the road, but is now cleared. Clerk has contacted the estate to see what they are doing about the trees. Some trees are due to be felled due to disease. Check with the estate about planting new ones.
	5. Darnhall has faster broadband. A local resident has been working at getting faster broadband for a few months and it is finally here. We just need to apply for it. Too late to go in newsletter but we could mention it at the Parish Assembly. Clerk to get more details of the resident for the Parish Assembly.
	6. Bank Mandate – finally sorted. New signatories now in place, bank statements to be issued monthly to help with bank rec.
	7. Pension Regulator – staff pensions. Our staging date is set for 1st May 2017.

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1. **Planning, Neighbourhood plan or Parish Plan.**
	1. Cllr Strachan has sent in the letter regarding the designated area. We now have a notice of application for Neighbourhood area to go up in various areas around the parish. **18/16 agreed that a copy of the notice should go up in the hall, on the parish council notice board, Weaver Chapel, post office on Swanlow Lane, Website and by Cllr Davenports house.**

Anyone wishing to make comments to the Council about the application should make them in writing by 23rd May 2016 quoting the reference number NP059.

* 1. Community engagement and consultation – plan for the Parish Assembly and other communication with residents. At the Parish Assembly there will be information available for residents. Also suggested that we have a list of names, emails etc. from any residents interested in forming a Neighbourhood Plan committee.
	2. Formation of Neighbourhood Plan committee/steering group and Management committee. Volunteers will be needed to form the committee and Management committee. Letter to go out in 2 weeks’ time to residents to explain a bit more about the NP and see what interest we receive on or before the Parish Assembly.
	3. Budget allocation for the Neighbourhood Plan. We will need to provide some funding for the NP if we go ahead with it. SLCC (society of local council clerks) has sent a letter to the clerk saying there is some possible funding available of around £9,000. Clerk to look into this a bit more to see what we have to do.

7.5 To discuss the planning application 16/0153/LDC School Green Farm, this is for a certificate of lawful development to regularise the planning status of a swimming pool and tennis court within the grounds of School Green Farm. This application was discussed at the meeting and **19/16 all agreed no objections.** The clerk will let CWAC know.

1. **Finances.**
	1. There was no bank statement again this month so the clerk has been to the bank and requested a copy. Last months end bank balance was put in the minutes as £9835.73, this was incorrect due to two cheques been made out late and missed off and the transparency funding had arrived in the account on 17th March for £1050.98 but the clerk didn’t know due to no bank statement. Therefore, the true bank balance at the end of March should have been £10,690.11.

There are 4 cheques to be made out this month totalling £705.97 and the precept for £4000 came into the bank account on the 15th April making a new total in the bank of £13,984.14.

* 1. Pay the clerk for the new laptop £588.97 which comes out of the transparency funding money (also note that £98.12 is vat and will be claimed back). The transparency funding is available again and we can re-apply but not for the same items.
	2. Pay Cheshire Community Action £20 membership fees.
	3. Re do the cheque for Darnhall Dancers – the first one was made out to the wrong person. Clerk will see to them been changed over.
	4. Vat claim has gone in to HMRC for £23.40.
	5. Pay Neuro Muscular Centre £47.00 for the printing of the newsletters.
	6. Annual return for the year end 31st March 2016. The clerk had taken the form to the internal auditor, John Hignett to check through the accounts before the meeting.

The accounts were presented to the council at this meeting **19/16 the annual return was read out by the clerk and all agreed the accounts are a true record and all balances are correct.** The accounts were then signed by the Chairman.

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1. **Rights of Way Improvements Plan**

The clerk had received an email regarding the state of the footpaths in our parish and as Cllr Davenport walks most to them, the clerk passed on the details of the email so she could fill in the form and map.

Cllr Davenport presented the council with the form and map explaining the areas she had marked on the map and why and then went through the questions noting the councillors’ answers. **20/16 agreed that Cllr Davenport should complete the form and return it to Rachel Godden, Open Space Specialist for CWAC.**

1. **Update on the newsletter.**

Cllr Davenport had seen to the newsletter being printed plus the extra letters to go in with it. She had also put all the addresses on envelopes. The envelopes were then given out to councillors to deliver in their areas with some being posted.

1. **Parish Assembly – 31st May 2016**
	1. Still need to find out who is coming to the meeting. Clerk has sent some letters out but no answers as yet.

The PSCO for the area, Adam Miscikas has been contacted, we will have to wait to see if he can attend the meeting.

* 1. The retiring councillors will be presented with their retirement gifts as discussed during the meeting.
1. **Update on Website**

Cllr Langley has been working on the new website over the past few months and it has now gone live. He has been in touch with CWAC regarding the domain name on the old site to get it linked to the new site. Cllr Langley has purchased the new domain name at a cost of £22.40 which will be paid back to him next month.

1. **Update on Queen birthday celebrations in the hall on June 11th**
	1. The clerk has been in touch with Angela Hancock about helping at the event but the clerk will go back and ask her if she could see to the hall been unlocked and locked again afterward. Failing that the clerk will contact the WI president to see if she can help and the guides/brownies.
	2. The clerk has put a note on Facebook about the event and will also put up some posters and leave some flyers in the hall. She will also contact people who use the hall to see if they would like to attend.
	3. The Parish Council have agreed to give a small gift to children under 16 living in the parish and the gift will be a mug. Cllr Langley to look into the cost and order around 50.

Letter in with the newsletter asking for any child under 16 living in the parish and wishing to receive a mug to let Cllr Davenport know by the 1st May 2016.

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

The Chairman commented on the worsening state of the Raven Inn and suggested that the Clerk sends a letter from the Parish Council to the owner expressing our concerns about safety and also to ask if he has any plans for the site in the near future.

A complaint has been received from Weaver Chapel regarding leaving the carpark as the entrance cannot be seen from the road. Clerk to send a letter to highways to see if any signage can be put in this area to worn of the concealed entrance.

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The meeting closed at 10.10pm

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

Dated ……………………………………………………………………………………………………………..

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