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

**Held in Darnhall Village Hall on Tuesday 28th March 2017 at 7.30pm**

Members of the public present: Cllr S Burns

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

1. **Apologies for absence**

None.

1. **Disclosure of declaration of interest**

None

1. **Chairman’s opening remarks**

Cllr Langley and the chairman drove around the local parishes looking for phone boxes to see if they had defibrillators installed in them. They did find some. The one at Willington has a defibrillator in it and signs on the phone box to say there is a defibrillator in there. The one in Alpraham was painted blue but had no signs on it to say the defibrillator was in there. Eaton has leaflets & information in it.

The defibrillator we have been given will be put into our phone box, need to sort out electric supply, someone to fix it in place and someone to be responsible for it. More to be discussed at the Parish Assembly.

About 18 months ago we were part of the Rural Parish Group meeting but we have not heard anything recently and we are not sure if the group is still going. Need to find out.

It may be a good idea if we were to make contact with local neighbouring parishes to exchange information and try to help support each other more. Suggest the clerk contacts Wettenhall & Cholmondeston, Eaton, Little Budworth, Ruston and Church Minshull.

1. **Minutes**

**To approve the minutes of the ordinary parish council meeting held on Tuesday 31st January 2017. 48/17 resolved that the council approved the minutes of the ordinary meeting held on Tuesday 31st January 2017.**

1. **Matters arising from the minutes of the ordinary meeting on Tuesday 31st January 2017.**

No matters arising.

1. **Clerks report and correspondence received**

Clerk sent an email to Cllr S Burns for an update on the Winsford Town Centre.

Cllr Burns attended this meeting and gave a brief update of the refurbishment of the Winsford Town Centre.

1. **Planning, Neighbourhood Plan (NP)**
   1. Cllr Strachan reported that a steering group had been formed and he was the Chairman and Cllr Bostock was the Secretary. The grant application has now been sent in and will be for around £3,900. When this money arrives it will be paid into the Parish Council Bank account and the Parish Council will be responsible for paying all the bills.

Rent for the hire of the Village Hall for the meeting has also been included in the grant application.

**Page 36/17**

The flyer has been done and printed. Clerk to look at the electoral role list to produce an address list to enable councillors to drop leaflets off to everyone in the parish.

Next Neighbourhood plan meeting is on April 6th in the Village Hall at 7.30pm.

Cheshire Wildlife Trust are ready to help with the Environment study.

The questionnaire will need to be done and given to all members of the Darnhall Parish. After which we can start to put together the draft Neighbourhood Plan. The plan will consist of 4 – 5 policies.

Cllr Langley to put the new flyer on the website. New email address for the website for people to use is [info@darnhallparish.co.uk](mailto:info@darnhallparish.co.uk)

* 1. Planning application for Land at Weaver Wood, New Lane, Darnhall, Winsford for restoration re-profiling of land to facilitate agricultural productivity. Reference Number 17/007774/FUL.

There seemed to be some confusion over the notification and the actual application. Suggest **49/17 Cllr S Burns to look into this for us and come back to us to let us know if the application is for a land fill site or to restore the land.**

Cllr Bownes also said he could try to contact the land owner Mr Thomasson as he knows him and ask him what he is doing with the land.

1. **Finances**
   1. The bank balance at the end of January was £10,554.06. Nine cheques made out this month totalling £1666.60 as listed below. This leaves a new balance in the account of £8887.46.
   2. Pay clerks wages £1200 less tax = nett amount of £960.00
   3. Pay the clerk broadband allowance of £90
   4. Pay the tax on the wages £240
   5. Letter from pension regulator re- staging date. Clerk will fill this in but her wages are below the threshold so there will be no pension to pay.
   6. Pay Darnhall brownies, Darnhall guides £50 each as per the precept and Darnhall Dancers £50 Chairman’s award.
   7. Pay rent for Village Hall for monthly meetings and any extra meetings £135
   8. Pay Chalc for our affiliation fee of £61.60
   9. Pay Neuromuscular for printing the Neighbourhood plan flyers £30
   10. Sort out the vat claim for the year and send it in. This year’s claim will be £281.95
   11. Check standing orders, financial regs and asset register for year end
   12. Update any risk assessments for year end – need to add the defibrillator
   13. Start to prepare the year end accounts – form has arrived
   14. Appoint an internal auditor. As our current internal auditor is not well at the moment it was suggested that a new internal Auditor be appointed. The clerk will contact a new internal auditor and inform the councillors of her progress.

Also suggested that a letter be sent to the current internal auditor to thank him for the work he has done in the past and let him know why we have changed this year.

**Page 37/17**

1. **Standing** **orders and Financial** **Standing orders**.
   1. To review the standing orders and financial standing orders. The Clerk has been through the existing standing orders and financial standing orders to make sure they are all up to date. These were emailed to all councillors before the meeting. **50/17 all agreed the Standing orders and Financial standing orders were in order.**
   2. Code of conduct – CWAC bulleting January 2017. The clerk has not checked the Code of conduct yet. This will be checked over the next month and emailed to all councillors the check.
2. **Update on speeding traffic on the roads within our parish**

The clerk has been in touch with Ian Lovatt from Cheshire Highways but he is away till 7th April. Clerk to contact him again after this date for an update on the various areas that CWAC are working on to reduce speed and see if Swanlow Lane is included. If not, it was agreed **51/17** **that we would ask CWAC Highways to continue with our original request to reduce to speed limit to 50 from where the 30 ends down to the boundary near Ash brook.**

1. **Items for the news letter**

Cllr Davenport handed out copies of the newsletter that she had done so far. More items to be added over the next few weeks to complete it. Various dates for events coming up were added.

1. **Annual Parish Assembly**

This year’s speakers will be Cllr Strachan and Cllr Bostock who will update us on the Neighbourhood plan. There will also be the usual information available from various groups that use the hall.

Clerk to produce a flyer to go into the newsletter and copies left in Village Hall.

The defibrillator equipment will also be on show with a view to someone being appointed to be in charge of it.

1. **Website update**
   1. Cllr Langley updated everyone on the website. He has been adding more information recently and new photo’s.
   2. Photos of the councillors need to be taken to add to the website. The parish assembly may be a good opportunity to take them.
   3. The declarations of interest also need to be added to the website as part of the transparency rules. Councillors will have the opportunity to update their declarations at the AGM meeting next month before they are put on the website.
   4. Also to do with transparency rules we need to add the 2015-2016 accounts and the 2016-2017 when they have been finalised.

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

No other meetings attended.

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

Various fund raising events have been booked for the coming year the first being a BBQ and Disco in June. Darnhall show has been booked for Sunday 9th July.

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

It was noted that the repairs to the hall floor seemed to have failed in one area and have

**Page38/17**

become quite dangerous. Clerk to contact the contractor who repaired the floor and ask him to come out again. Further tests may need to be done to find out what has happened to the floor.

A previous survey did also reveal that the roof may need attention due to damaged timbers. The management group who look after the hall will look into the floor and roof repairs.

The meeting closed at 9.30pm

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

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

**Page 39/17**