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

**Held in Darnhall Village Hall on Tuesday 26th September 2017 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 in London.

1. **Disclosure of declaration of interest**

None

1. **Chairman’s opening remarks**

It has been a very busy couple of months with lots going on.

On 8th August the Village Hall unfortunately got broken into. The vandals gained entry by smashing through the bottom of the back door and then emptied the contents of the cupboards, spreading tea, coffee, paint etc. all over the hall floor, walls, corridor and kitchen.

Photos were taken and put on Facebook and the Guardian also got involved. From this a lot of offers of help, support and a just giving page was set up. Winsford and Middlewich Rotary club donated £250 towards a new alarm.

The War Memorial got a lot of publicity in the papers.

The hall has been closed since the break in and will be open again in October.

There are two insurance claims as the property is owed by the Darnhall Estate and the contents is the responsibility of the management committee.

The NFU insurance for the contents claim have paid out on the 14th September. All bills relating to the building insurance have been sent direct to the Darnhall Estates insurance broker – Arthur J. Gallagher.

The next day 9th August, Lord Justice Robin Purchase the judge in judicial inquiry concerning Darnhall Estates plans to build 184 houses, delivered his verdict.

He had received 11 objections to the original decision and found in favour of three and against in eight. So the case now goes back to the minister of state

As we know the defibrillator will be installed in the old phone box. But it then needs to be looked after. Cllr Jinks has approached Mr George Sankey from the Rotary club to see if he would be interested in looking after it for us and he has agreed. Many thanks to George for doing this for us.

Water in the road outside the hall. Adrian White from highways has been in touch with the clerk to explain that the road has been inspected. The drain to the left of the hall has been washout and doesn’t seem to go anywhere. No further investigations will be done and it is not a hazard ie not flooding

United utilities have no drains in that area.

Had similar problems along hall lane – just ground water coming through.

Not going to do anymore.

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1. **Minutes**

**To approve the minutes of the ordinary parish council meeting held on Tuesday 25/7/2017. 70/17 resolved that the council approved the minutes of the ordinary meeting held on Tuesday 25/7/2017.**

1. **Matters arising from the minutes of the ordinary meeting on Tuesday 25/7/2017.**

Item 3, last paragraph. The name of the farm should be Village farm not Fields farm. Changed on the minutes and signed.

1. **Clerks report and correspondence received.**
* Email from Public Rights of Way – Peter Atkinson in reply to a letter sent by Cllr Davenport regarding the condition of several footpaths. Peter will be viewing the paths mentioned and get back to us.
* Ian Lovatt – re-speed reduction. The order has been placed for work to be done and will take 60 days from 12th September before it starts.
* Planning application for Weaver Wood regarding the tip – waiting for an ecology report.
* Queen mugs – yes Viv Gee will have the left over mugs for tombola prizes. Clerk will pass them on.
* Fingerpost sign re-painting. Clerk contacted Ian Lovatt but no reply yet. Cllr Davenport will clean it. The Parish Council have seen to this being painted before by J. Pullman.
* Weeds in the carpark – the clerk has asked the groundsman Steve Redmond to spray them.
* Ashbrook bridge water/drains. Clerk has reported the problem on line to the council. They are cleaning drains out in the area so hopefully will be sorted soon.
* Mill Pond – tree has fallen into the water and rubbish has been dumped again. Clerk has reported both to the estate and they will see to the rubbish being removed.
* Knobbs Junction – regarding the missing white lines. Clerk filled in an on line report for this requesting the white lines are redone.
* Planning application for the tree. Clerk has sent an email to the planning office, but not had a reply.
* Transparency funding – apparently we can apply again but time and money is running out. Clerk has been in touch with Ann Wright from Chalc to find out what else we can claim for and a claim has been put in for £1046. We should hear back after the 27th October if we have been successful. Clerk will email councillors when she finds out.

**Correspondence: -**

AON insurance have decided to cease its involvement in the Local Council Market in line with changes to its UK strategy. They have made arrangement for us to be provided with a renewal invitation from BHIB ltd, another insurance broker.

Things will stay the same for now and BHIB will contact us approximately three weeks before our current policy expires (May 2018). Suggest we also get quotes from other companies as well.

Letter from Local Government Boundary Commission. The letter, map etc. were present to the councillors for discussion. **71/17 agreed no comment needed to be made.**

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1. **Planning, Neighbourhood Plan (NP)**

7.1 Neighbourhood Plan communications group met and refined the first draft.

Questionnaire to go out soon. Consulted with Richard Thresh and made some changes to the draft. Lots of work has gone into the Neighbourhood Plan and lots of ideas. Suggested that the questionnaire is delivered by hand and offer help to fill the forms in.

Policy group have got the outline policies ready. The consultation work can’t be completed till the questionnaire is done.

Peter Wain (from the Darnhall Estate) has been informed of the progress.

Cheshire Wildlife Trust have still not sent their bill in yet.

7.2 Notification of planning application for Mr D Drinkall 17/03563/FUL. Barn opposite Stocker Lane Farm, hall Lane, Darnhall, Winsford, Cheshire. Comments have been sent in on 9th September following email to all councillors. Darnhall Parish Councillors had no objections to this planning application and are in full support of it.

7.3 Appeal against planning application 16/05433/out land adjacent to Style Farm, Swanlow Lane, Darnhall, Winsford, Cheshire. Comments made at this meeting to be passed on the CWAC were as follows: - Early consultation for the emerging Darnhall Neighbourhood Plan has indicated that the community values maintenance of a separation between Darnhall and urban area of Winsford, future consultation of this matter is ongoing.

1. **Finances**
	1. The bank balance at the end of July was £16,286.21. Two cheques to be made out this month for a total of £1626.84 leaving £14,659.37 in the account.

(The cheque for Cheshire Community Action will come out of the Groundwork funds which was originally £3979 which now leaves £2388.16)

The clerk also pointed out that the Brownies have not cashed their cheque for £50. Clerk to contact Brownies to find out why not, but a new one may need to be issued.

* 1. Pay BDO the Auditors fee for doing the accounts £36.00.

The auditors also asked a lot more questions this year and there are a few comments that came back with the accounts and they were: -

* The smaller authority has included CTS in the precept box, box 2 on the accounting statement. The total of our precept was £4101 but £101 was CTS and the two values should have been in separate boxes.
* The annual return needed to be changed as the clerk had missed the laptop off the assets register.
* The minutes submitted were not initialled. This was because at our AGM in May the accounts were finalised and this was recorded in the May minutes. These minutes were not signed until our next meeting at the end of July, but the accounts had to be in before this.
	1. Pay Cheshire Community Action £1590.84 for assistance with Neighbourhood Plan.

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1. **Website Update**

Cllr Langley will be putting the Parish Council accounts certificate on the website. This is a certificate back from out accountants to say the accounts have been completed.

The declarations of interest also need to be copied and added to the website. Cllr Langley will check through these with the clerk and see to them being put on the website for our next meeting.

Nothing has been put on the website about the Village Hall now it has been done up. We are waiting for the new alarm system to be installed first then something will be put on the website to say we are fully up and running again.

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

Cllr Davenport has attended a Sandstone Ridge meeting held at Helsby, Frodsham. She has some leaflets and books which she will pass on.

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

There hasn’t been any fund raising meetings held recently but there is a quiz booked for Saturday 14th October starting at 7.30pm and run by Andy Barker.

A Christmas Market is also booked for Sunday 26th November 10am till 3pm

1. **Discussion regarding the future of Darnhall Village Hall**

The Chairman updated the councillors about the future of the hall. We are aware from a previous survey that had been done last year that there is work to be done on the roof, floor, septic tanks, etc.

At our parish assembly in May the chairman did mention, should we keep spending on the hall or should we look at the costs of building a new one. This was a one off statement.

Since then a meeting was held to discuss things further between Cllr Jinks, Cllr Langley, clerk and Robin Wood. Robin Wood was asked as he has done this kind of work before.

The Clerk had asked two builders to come to the hall to quote for all the repairs as mentioned in the survey to see what this would roughly cost and then look at the cost of building a new hall. However, both builders said they could not prepare a quote as the survey didn’t have enough detail in it. They wanted a full structural survey doing stating the work in detail that needed to be done.

Worleston Village Hall received lottery funding to build their new hall to the value of £400,000 but one of the requirements was that you own the land.

Warmingham are also building a new hall. The Clerk has been in touch with them but no reply as yet.

If we were to have a new hall we would be looking at one that would seat 120 people. Have a committee meeting room and a Kitchen that is big enough for professional caterers to use with all the necessary equipment and a bigger carpark.

The options we have are, to carry on as we are and keep repairing the building, have the structural survey done and cost the repairs, have the structural survey done and also look at extending the hall or build a new one.

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**72/17 agreed that the next plan of action would be to get another full structural survey done to list all the repairs so we can cost them and possibly look at applying for funding.**

To build a new Village Hall we would need to do a business plan and fully cost it and present this to Darnhall Estate but this is something we will discuss further after the survey have been done and costed.

**73/17Agreed to Cllr Strachan contacting the surveyor again to ask for a full structural survey being done on the hall and agreed to costs of £2,000 being spent on a survey if needed.** Clerk needs to contact the estate first to make sure they agree to the survey being done and then let councillors know by email.

The clerk had contacted two builders – Jamie Garrett, a local Winsford builder and Geoff Harding a builder from Alpraham. It was also suggested that we find out who the builders were for Worleston and Warmingham Village halls and then contact all of them regarding costing the survey once it has been done.

1. **Darnhall Village Hall management accounts**

Councillor Langley to update councillors on a meeting arranged between himself, the clerk and Claire Jones from Cheshire Community action on Thursday 21st September.

This meeting was to discuss the Parish council owning the lease for the Village Hall and the Village Hall Management Committee and how the accounts for the Village Hall are done.

The Parish Council own the lease so should manage the hall. Most other village halls are owned by trustees and are therefore a charity and registered with the charity commission. We are not.

The accounts should be part of the Parish Council accounts and audit. This being so how do we now add the village hall accounts to the parish council accounts.

We do not submit the village hall accounts to anyone as we are not a charity so they don’t go to the charity commission and they have not been part of the parish council accounts.

The accounts should also be independently inspected by someone. An independent inspector has to be someone who you do not know personally or family relative.

All money has to be accounted and audited as it is public money

The two bank accounts should be able to stay the same

Full minutes and accounts should be presented to each parish council meeting just like the parish council ones.

Vat can be claimed off all invoices put through the Parish Council accounts. At the moment no vat is claimed back as the village hall is not vat registered. But this needs fully looking into.

Decisions should not be made by the management committee for expenditure on the hall. This should be agreed by the parish council.

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The management committee can be a group of councillors, residents etc. but only councillors have the right to vote.

Need to write a ‘terms of reference’ between the parish council and the village hall to say the management committee and fundraising committee are there to make money for the maintenance of the hall etc. taking bookings, to give them the written permission to do what they do. This is to cover everyone in case of accident claims etc.

Are we paying two lots of insurance that may cross over and only need to pay one.

Any employed staff – if so should be accounted for through PAYE.

So we now need to seek further advice on how to do all of this. **74/17 agreed that the clerk should contact Jackie Weaver from Chalc for further advice and arrange another meeting to discuss things further.** The chairman, Cllr Langley and Claire Jones from Cheshire Community Action to attend this meeting.

Clerk will report back to councillors.

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

Cllr Davenport has been working on the next newsletter and presented councillors with a draft copy. After a few additions and changes the letter will now go to print.

Village Hall new security – to price up the cost of a new alarm system for the village hall after the break in and possibly CCTV as well. Some funding has been given to go towards this.

Meeting Closed at 10pm

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

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

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