

## HARTFORD PARISH COUNCIL

Minutes from the meeting held 13<sup>th</sup> July 2009 at Hartford Village Hall

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Two members of the public attended the meeting. 1 member requested the Council contact CWAC Highways to express concern regarding grass verges and drains following cutting. Cllr Musgrave agreed to take this up with Streetscene and inform Council as to the result. Concern was also expressed on behalf of a group using the hall regarding the lack of progress with the village hall and was assured that progress is taking place. 1 member of the public requested a footpath on Bradburns Lane and it was suggested that this request be put to the relevant authority, Cheshire West and Chester Council.

Attendance: Cllrs Hollens, Notman, Gibb, Hudson, Haffenden, Bowden and Poole (HPC)  
 Cllr Musgrave (CWAC)  
 Jo O'Donoghue (Clerk)  
 PCSOs Taylor and Smith (Northwich NPU)

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### 1. To receive Apologies

The Clerk reported that apologies have been received from Cllr Kuypers

### 2. Disclosure of interest in items on the agenda

No member, present at the meeting, disclosed any (a) Personal, (b) Prejudicial Interests which they are required to disclose by section 94(1) of the Local Government Act 1972 and in accordance with The Parish Council (Model Code of Conduct) Order 2007.

### 3. Co-option of Councillor

- a) To agree appointment of Councillor to casual vacancy

Following representation from one applicant in respect of the advertised casual vacancy it was Resolved: by all Councillors present at the meeting to co-opt Tony Kershaw to the Parish Council. Cllr Kershaw formally accepted and immediately took office.

### 4. Approval of Minutes

- a) To approve and sign Minutes of Full Council, 8<sup>th</sup> June 2009

Resolved: the minutes of the meeting were agreed and signed

### 5. Finance and Administration

- a) To approve and sign the accounts for payment for July 2009 (copies provided to Councillors)

Resolved: Accounts for payment totalling £4,893.64 be agreed

- b) To accept Audit Commission recommendations

The Clerk reported that the Audit Commission has completed the Annual Report and recommended that the risk assessment is inadequate and should be reviewed using appropriate software available at a cost of 89.92 incl postage and VAT.

Resolved: Clerk to purchase software from DMH Solutions Ltd

### 6. PCSO

To receive any further update on PCSO provision for Hartford

PCSOs Andy Taylor and Nicola Smith attended the meeting. PCSO Taylor reported that he is now working alone in the Hartford area and that he has not witnessed any incidents of anti social behaviour to date. He has been in touch with Homewatch and attended the Manor Primary School. It is anticipated that a Community Action Meeting will take place shortly. PCSO Taylor agreed to speak with Inspector Loughlin from Northwich NPU to see if it is possible to monitor speeding in Hartford. PCSO Taylor agreed to meet regularly with members of Council and provided contact details for distribution around Hartford.

### 7. Cheshire West and Chester Council

### To receive reports which are of relevance to **Hartford Parish Council**

Cllr Musgrave reported that Hartford still forms part of the Abbey Ward with the addition of Greenbank and that the Ward will be represented by 3 members, Cllr Mashlan, Musgrave and Manley. Following changes to the boundaries each member will represent approximately 3,500 electors.

#### 8. Planning

- a) To agree approach to planning applications

Resolved: To defer to the September meeting

- b) To agree response to planning applications received:

Noted: APP/A0665/A/09/2106586, appeal against planning refusal to remove hedging and ranch fencing and replace by close board fencing 3ft high for front garden and 6ft high for side garden.

Resolved: No objection to 09/00987/FUL, rear single extension

- c) To note recent licence application for Relish, School Lane

Noted: Licence approved for liquor from 8am to 7.30pm, close at 8pm, application for entertainment refused, no planning permission for tables and chairs on the forecourt

#### 9. Communications

Clerk to update members on correspondence received:

A call was received from Vicar Mike Smith to request an explanation as to why there is no longer any coverage of Greenbank Church activities in Hartford News. Cllr Poole stated that no information had been received from Greenbank Church and agreed to speak directly with the Vicar.

#### 10. Quality Parish Council

To discuss progression towards QPC status

Resolved: Cllr Gibb agreed to take a lead role on progressing the application and to report at the next meeting.

Resolved: Clerk to provide copies of The Good Councillor Guide to all Councillors

#### 11. Twinning

To note planned activities and agree attendance at events:

An exhibition by artists Thursday 16 July 7pm for 7.30pm (ticket for 2 available)- Cllr Hollens to attend

Ceilidh at VR Abbey golf club, Friday 17 July

Marshall's Arm Fun Day £4.50 for hog roast, confirm attendance to A Haffenden. Guided walk from 3pm from Stones Manor Lane entrance - Cllr Hollens to attend.

The Clerk reported that a letter has been received stating that an invoice will be forwarded for the cost of the reception to be held at the Salt Museum.

Resolved: Clerk to write to Twinning Committee stating that £200 has been put aside for the group, £29 of which has already been spent leaving a balance of £171.00 and that no agreement has been made with the Parish Council to fund the cost of a reception party.

#### 12. Noticeboards

To discuss provision of noticeboards.

Resolved: Clerk to obtain 3 quotes for new noticeboards

#### 13. Christmas lights

To discuss and agree arrangements for Christmas lights

Resolved: Clerk to obtain a quote from an electrician for the cost of installing lights around the Village Hall and provide details of cost of installation/purchase of existing Christmas tree illuminations.

#### 14. Councillors' and Representatives' attendance at meetings, seminars, consultations and minor reports/matters for consideration at future meetings.

- **Hartford Civic Society** - Cllr Hollens reported that the new planters are now installed and that the Society are interested in completing restoration work on the fountain as their next project. The Society are keen to recruit new committee members as their membership is increasing.
- **Marshall's Arm** - Cllr Hollens reported that the opening of the new archway into Marshall's Arm was a great success with an excellent musical display from children from Hartford Manor School
- **CWAC Partnership meeting** - Cllr Hollens reported that she had attended the first meeting together with the Clerk and that it had been a success with a presentation on the provision of a new Riversdale Bridge

## 15. Buildings, open spaces and roads

### a) Bradburns Lane

To receive report following meeting with CWAC landscape architect

Cllr Hollens reported that a meeting had taken place with Janet Woodridge, Landscape Architect regarding plans for the Bradburns Lane junction and that the planting of two red oaks (*Quercus rubra*) to replace those felled was agreed together with the planting of a copper beech to replace the old beech tree on the Glebeland which needs to be felled due to disease.

Resolved: to agree to the bench being re-sited close to the boundary hedge of the Village Hall on Bradburns Lane, to the benches on the Glebeland being moved forward to accommodate a beech hedge immediately in front of the concrete fence and the installation of a circular grassed area where the mosaic is planned.

### b) Grange Park

To receive update on play area completion and installation of toddler seats

Clerk confirmed that toddlers seats have been delivered and that the Clerk will progress installation. Clerk reported that she had met with a playground inspector to organise weekly inspections of both play areas at a cost of £30/area with the provision of a monthly safety inspection and report

Resolved: to appoint inspector for play areas and arrange installation of swing seats

The Clerk reported that the bins are being emptied and the contents blown around the playground by ravens working in pairs

Resolved: Clerk to arrange purchase and installation of bird-proof bins providing expenditure is not more than £2,000.

### c) Tennis Club

To receive report following event at Tennis Club

Cllr Hollens reported that the club held a successful fund-raising event and received an award from The Lawn Tennis Association

### d) Football Pavilion

To note progress on restoration work to the pavilion

The Clerk reported that the rendering has been completed to the front wall of pavilion and that the bill for the work had been agreed earlier in the meeting. Cllr Poole reported that some of the render has already dropped off and requested a delay on payment pending further investigation.

Resolved: Clerk to arrange meeting with contractor to inspect works completed.

### e) Village Hall

To receive update on progress

The estimated cost of improvements to the Village Hall are between £50,000 to £55,000.

Following discussion it was agreed to get full costings for both options for the Hall, Option 2 go include an additional 12ft meeting room.

Resolved: Clerk to arrange meeting with D McAvoy to arrange for full costings to be carried out on both options to enable the contract to be put to tender

### f) Allotments

To receive update on improvements to the allotments

The Clerk reported that Harding Estates have visited the site to assess amount of knotweed and treatment. Reported that the weed is minimal and that each plant can be treated individually

without leaving any damage to the site so there is no reason for the plot to remain uncultivated. Harding Estates reported that the main problem on the plot is bindweed which should have been treated by the allotment holder. The Clerk reported that current allotment holder has not cultivated the plot for 3 years and has telephoned to both report the knotweed and state that he was still unable to tend it at present.

Resolved: To give statutory notice of one month to current holder and offer the plot to one of the 12 on the waiting list

**g) Mosaic**

To receive update on progression

The Clerk reported that the grant application has been made by The Grange School however a decision is unlikely to coincide with the traffic/landscaping scheme in this area.

**16. Hartford News**

To consider and provide articles for publication

Suggestions included an article on the new PCSO and Cllr Kershaw. The Clerk reported that Ray Hartwell who has delivered Hartford News for many years, was unable to continue doing so.

Resolved: Clerk to send a letter thanking Mr Hartwell for his support over the years.

Cllr Hollens reported that it was unlikely that Hartford News would continue to be printed at Wyvern House due to printing services being relocated to Chester

Resolved: Clerk to obtain 2 quotes for printing

**17. Any Other Business**

For discussion only, no decisions can be made on items under this heading

Cllr Hollens reported that a resignation letter has been received from Cllr Tasker with immediate effect due to work commitments.

The meeting closed at 10.10pm

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Signed.....Date.....

(Chairman)