

## HARTFORD PARISH COUNCIL

Minutes of the PARISH COUNCIL MONTHLY MEETING held at  
Hartford Village Hall, 244 Chester Road, Hartford on  
 Monday 8<sup>th</sup> November 2010 at 7.15pm

Attended by: 2 members of the public  
 Cllr Hollens (Chair HPC) Cllr Herbert  
 Cllr Haffenden Cllr Bowden  
 Cllr Winterbottom Cllr Hudson  
 Cllr Gibb Cllr Kershaw  
 Cllr Bridge J O'Donoghue (Clerk)  
 Cllr Musgrave (CWAC) PCSO A Taylor

### 1. To receive Apologies

Cllr Salvoni was unable to attend the meeting and sent his apologies.

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

No member 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. Public Open Forum

Members of the public are invited to address Councillors and raise issues of concern. This session will last no longer than 15 minutes.

Noted: Mo Morron from the newly renamed twinning group "Friends of Mornant" attended the meeting and reported that due to the efforts of the group the following had been achieved: a leaflet has been produced from a student on an exchange visit and is available on the website; following the report in Hartford News a resident had responded; the group attended the Summer Fete and have produced a leaflet on "twinning"; Yr 5 teacher at Hartford Manor School to develop links with a school in Mornant; Hartford Knots & Needles to link with a similar group in Mornant; group will display at Xmas event; website to be updated and current link from HPC website to be removed; group to provide monthly update at PC meetings to be included in Hartford News.

Noted: Pat Hatfield from the Civic Society attended and reported that the group: are looking into installing a seat on the corner of Booth Road and Chester Road and supported the application for installing a bench on Parker Avenue park; are considering renovations to the finger-post sign on the corner of Bradburns Lane and Chester Road; have received confirmation of grant funding from Cllr Musgrave and Manley in the sum of £1,000 to make improvements to the Village.

### 4. PCSO

To receive report from PCSO

Noted: PCSO Andy Taylor attended the meeting and reported as follows: there have been incidents at the new church hall including damage to doors, windows and cars which have not been recorded on the CCTV cameras; a number of outbuildings have been broken into on Hodge Lane and residents have been advised to be vigilant, imminent arrests are anticipated; 2 section 59 notices have been issued following complaints on Hartford Campus; the Police Surgery is up and residents have attended and discussed parking issues on Fullerton Road and around Hartford Station; photos of inconsiderate/illegal parking to be taken for inclusion in Hartford News

### 5. Approval of Minutes

To approve and sign Minutes of Full Council, 11<sup>th</sup> October 2010

Resolved: The minutes of the meeting held 11<sup>th</sup> October 2010 were approved and signed.

### 6. Finance and Administration

- a) To approve and sign the accounts for November 2010 (copies provided to Councillors)

Resolved: The following accounts were approved:

J O'Donoghue (Salary)	(under LGA 1972 s143)	1,016.12
Inland Revenue (Clerk tax & NI)	(under LGA 1972 s143)	338.09
T Sproston (Village maintenance)	(under HA 1980, s43, 50,96,144, LGA 1972 s214 PCA 1957 s1)	342.67
Thinkprint (Hartford News)	(under LGA 1972 s142)	285.00
	<b>Total</b>	<b>1,981.88</b>

- b) To approve and sign the minutes from the Finance Committee Meeting held 28<sup>th</sup> October 2010

Resolved: The minutes were approved and signed

- c) To accept precept/budget recommendations from Finance Committee; to agree Clerk's salary; to approve Village Hall expenditure.

Resolved: The recommendations of the Finance Committee were approved and precept request was set at £85,000; Clerk's scale increment increase by one spinal point to scale 34 from April 2011; agreed that the Chair/Acting Chair approve expenditure for fitments of the Village Hall up to £12,000 (contingency) proposed by Cllr Haffenden, seconded by Cllr Hudson, carried by all; Clerk to make arrangements for Cllr Gibb to be added to the list of signatories for the Parish Council Yorkshire Bank accounts.

- d) Report on actions from the previous meeting

Noted: All actions have been carried out.

- e) To approve proposal by Cllr Gibb to subscribe to the National Association of Local Council direct information service at a discounted rate of £103.50 per annum for fortnightly newsletter.

Resolved: Expenditure approved

## 7. Cheshire West and Chester Council

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

Noted: Cllr Herbert was unable to attend the meeting and sent his apologies. Cllr Musgrave reported that following the government spending review cuts in local authority spending will be inevitable; the capital cut will be 45% over the next 4 years; if CWAC decide not to increase the council tax then the government will provide an increase in funding of 2.5%; CWAC is in a good financial position due to high reserves balances; Northwich Vision is still moving forward using private finance to create a cultural centre on Baron's Quay and a new gyratory system; funding is available to the PC for the capital cost of play equipment capital costs on application by the Clerk to Cllr Musgrave; Riversdale Bridge will open on 9<sup>th</sup> December 2010.

## 8. Urgent Communications

Clerk to update members on urgent correspondence received

Noted: There was no urgent correspondence

## 9. Planning

- a) To agree response to planning applications received

Resolved: There was no objection to application number 10/02301/FUL, construction of a new pavilion, storage shed and associated car parking on land opposite 295 Northwich Road as put forward by The Grange School

- b) To note decisions made by CWAC

Noted

## 10. Quality Parish Council

- a) Report from QPC meeting held 19<sup>th</sup> October 2010

Noted: Cllr Gibb reported that the meeting had been successful and that Cllr Bowden was in the process of producing a leaflet on the work of the Parish Council

- b) To accept the Community Engagement Strategy proposed by Cllr Gibb (copies provided to Councillors)

Resolved: The Community Engagement Strategy was approved and signed

- c) Production of leaflet

Noted: Cllrs Bowden, Hollens and the Clerk to finalise the leaflet for circulation at the next Parish Council meeting.

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

- a) To receive report from citizenship day at the Manor School

Noted: Cllr Hollens reported that the event had been a great success and thanked the Clerk for attending.

- b) To receive report from meeting with Hartford High School to discuss School Council

Noted: Cllr Hollens reported that she had met with Ms White from the school and that a meeting would be held with members of the School Council to explain the work of the Parish Council; date to be agreed

Resolved: Cllr Hollens and the Clerk to attend the meeting

- c) To receive report from Hartford Civic Society meeting

Noted: Cllr Hollens attended the meeting and reported that the Society would be looking at restoring the finger-post sign on Chester Road and erecting signs for Marshall's Arm; that they were interested in the Best Kept Village Award; that they would be cleaning the signs at the entrance to the Village.

Resolved: Cllr Haffenden agreed to help move the projector for the duration of works to the Village Hall.

- d) To receive report from meeting with Cloughwood School

Noted: Cllr Haffenden reported that he was impressed with the school and that A-C GCSE grades were being achieved; Cllr Haffenden appointed as Governor to the School.

- e) To receive report on the opening of the new Church Hall

Noted: Cllr Hollens reported that the opening was well attended although there are still issues with the lighting; following discussions with Rev Smith it was agreed that the green concrete fence behind the mosaic should be removed and replaced with temporary fencing which would be removed once the beech hedge has grown.

- f) Lostock Energy Plant Public Meeting

Noted: Cllr Hudson and Bowden attended the meeting

### 12. Village Working Group

- a) To receive report and agree actions

Noted: Cllr Haffenden reported that the group had met to agree actions

Resolved: To carry out the actions noted in Appendix A (appended to the minutes)

### 13. Buildings, open spaces and roads

- a) Football Club lease

Noted: Cllr Gibb reported that a meeting had taken place and that the following points were agreed in principle:

1. HFC is prepared to enter into a lease agreement with HFC .
2. HFC accepts that HPC will not provide any financial assistance to improve drainage.
3. Period of lease 30 years ( As for Hartford CC)
4. Annual rent £25.
5. HPC responsible for external maintenance of football pavilion.
6. HFC responsible for internal maintenance of football pavilion.
7. HFC will take over responsibility for grass cutting with financial support from HPC. Sum to be agreed.
8. HFC want a clause in the lease that permits them to demolish the pavilion and replace with a structure that is more suited to their needs.
9. HFC want a clause in the lease that permits them to install an all weather pitch.
10. Membership of HFC will be open to all who wish to join.
11. HFC want the lease to cover all the grassed area surrounding the pitch and pavilion not just the limited area covered in the draft lease. All this area requires mowing.
12. HPC require that the public have on-going access to the Green.
13. The lease must be significantly simplified and more in line with the lease between HPC and HFC.

The Clerk reported that following discussions with Stephen Worrall from CFP Solicitors it was suggested that it would be appropriate to state within the lease that no changes could be made to either the pavilion or the surface of the Green Field without prior agreement of the Parish Council.

Resolved: Cllr Gibb to redraft lease for circulation to the Football Club.

b) Bradburns Lane improvements

Noted: Cllr Hollens reported that following talks with Richard Flood (CWAC) it was confirmed that: the contractors who carried out the planting are still under contract to maintain the area; there are 28 dead beech trees behind the mosaic; a meeting will be arranged with Mike Solari and Mark Heywood (CWAC) to discuss concerns; CWAC would be prepared to enter into a maintenance agreement with the Parish Council to enable the Council to take over maintenance of the newly planted areas.

Resolved: Cllr Hollens and Clerk to meet with officers of CWAC

c) Tennis Club lease

Noted: There was no further development.

d) Bus shelters

Resolved: Clerk to arrange for V Slater to paint the 2 brick bus shelters on Chester Road.

e) Revision of contracts

Resolved: Cllr Gibb agreed to look at the contracts for village maintenance and grass cutting to enable the tender process to be carried out prior to 1<sup>st</sup> April 2011.

f) New equipment on Grange Park

Resolved: Clerk to obtain prices for purchase and installation of a rocker-type piece of equipment on the empty soft surface on Grange Park; Clerk to request funding from CWAC through Cllr Musgrave.

g) Glebe Land

Resolved: It was agreed that a joint effort between St John's Church and the Parish Council would take place to remove the green concrete fence and replace with wooden fencing until the beech hedge grows; tree wardens to investigate the possibility of planting some trees on the Glebe Land to replace some of the small saplings.

h) Opening of mosaic

Noted: The mosaic was successfully officially opened.

#### 14. Village Events

a) To discuss/confirm arrangements for Victorian Christmas 11<sup>th</sup> December 2010

Resolved: Cllrs Herbert, Bowden, Hudson and Haffenden agreed to attend the event.

#### 15. Village Hall

a) To review progress on car park

Noted: Works to the car park are completed

Resolved: Invoice received from AJK Plant Hire to be paid by the Clerk

b) To note arrangements for closure

Noted: Clerk to confirm meeting room for the December, January and February meetings of the Parish Council; volunteers are required to clear the building prior to works taking place.

c) Playgroup and storage facility

Noted: Cllr Hollens and the Clerk have continued contact with owner of the play group to ensure that the pre school group continues to operate during the closure

d) Works manager

Resolved: Cllr Gibb agreed to act a works manager during the renovations

#### 16. To discuss Standing Orders and consider passing a resolution to make changes at the next meeting of the Parish Council

Resolved: Cllr Gibb and the Clerk to look at changes required to the Standing Orders to reflect the current model standing orders as per the National Association of Local Councils; draft standing orders to be circulated prior to the next Parish Council meeting for agreement at that meeting.

#### 17. To confirm Remembrance Day arrangements

Noted: Cllrs Hollens, Gibb, Bridge and Herbert will attend on 14th November 2010.

**18. Hartford News**

a) To consider and provide articles for publication

Noted: Apologies for delay in producing HN; Film club donations; publicise grant funding

Resolved: Cllr Bowden to proof read report from the Parish Council prior to publication.

**19. Close of meeting**

Noted: The meeting closed at 9.45pm