



Councillors are summoned to attend the
HARTFORD PARISH COUNCIL MEETING

To be held at

Hartford Village Hall, 244 Chester Road, CW8 1LW

on

Monday 11th September 2017

Jo O'Donoghue, Parish Clerk

Date: 5th September 2017

PART A

1. To receive apologies

2. Disclosure of interest in items on the agenda

To receive from members, disclosure of any (a) Disclosable Pecuniary Interests and, (b) Other Disclosable Interests as required under Chapter 7 of the Localism Act 2011 and Hartford Parish Council's Code of Conduct.

3. Public Open Forum

- a) Members of the public are invited to address Councillors and raise issues of concern. This session will last no longer than 15 minutes.
- b) To agree any action to be taken prior to the next council meeting.

4. PCSO

- a) To receive report from PCSO Alex Haskell

5. Cheshire West & Chester Council

To receive reports from elected Councillors

6. Co-option

- a) To note applications for the vacancy (following resignation of Cllr Bowden) and receive any further information from candidates
- b) To approve co-option to Council
- c) To note applications for the vacancy (following resignation of Cllr Lamb)

7. Minutes

- a) To approve and sign the Minutes of the Parish Council Meeting held 11th July 2017
- b) To approve and sign the Minutes of the Finance and General Purposes Committee Meeting held 8th August 2017
- c) To approve and sign the Minutes of the Human Resources Committee Meeting held 31st July 2017

8. Financial Standing Orders

- a) To note Financial Standing Orders (previously circulated)
- b) To approve Financial Standing Orders

9. Procedures, Policies & Grants

- a) To approve grants procedure as circulated
- b) To approve annual leave policy as circulated
- c) To approve training policy
- d) To note request from St John's Church for grant funding for maintenance of the churchyard and agree action
- e) To note request from Northwich Rugby Club for grant funding and agree action
- f) To note request from Cheshire Air Ambulance for grant funding

10. Finance and Administration

- a) To nominate a councillor to view invoices
- b) To approve and sign monthly bank reconciliation for July 2017 and August 2017
- c) To retrospectively approve and sign the accounts for payment made during August 2017
- d) To approve and sign accounts for payment September 2017
- e) To approve amendments to budget as recommended by the Finance & General Purposes Committee
- f) To agree use of S106 monies (£871) for Parker Avenue play area
- g) To approve 2nd keyholder for fire proof cabinet
- h) To approve repainting of BT phone box
- i) To note quotation for tree works on Green Field adjacent to Royds Close

11. Village Inspection

- a) To agree date for annual inspection

12. Outside Gym Equipment

- a) To receive a report from Cllr Hollens
- b) To agree action

13. Station Parking

- a) To receive report from Cllr Herbert

14. Digital Engagement Training

- a) To receive report

15. Smaller Authorities (Transparency Requirements) (England) Regulations 2015/494 Transparency obligations for parish councils with an annual turnover not exceeding £25,000

- a) To receive report from J O'Donoghue (Clerk) and note that Hartford Parish Council has a turnover in excess of £100,000 and so does not fall within the provisions of the Code however it is considered good practice to adopt the principles.
- b) To approve adoption of the Transparency Code for Smaller Authorities

16. Boundary Review

- a) To agree response

17. Hartford News

- a) To receive report from Cllr Farrell
- b) To agree action to be taken

18. Meetings Attended

- a) To receive report from Cllr Hollens - Hartford Civic Society meeting
- b) To receive report from Cllr Hollens - Hartford Tennis Club
- c) To receive report from Cllr Hollens - Hartford Cricket Club
- d) To receive report from J O'Donoghue - Sir Leslie Martin Day Nursery
- e) To agree actions to be taken

19. Football Pavilion - The Green

- a) To receive report from Cllr Farrell

20. Bowls & Tennis Club Lease

- a) To receive report from Cllr Herbert
- b) To agree action to be taken

21. Welcome Pack

- a) To receive report from Cllr Hollens
- b) To agree action

22. Flags & Flag Pole

- a) To receive report from Cllr Herbert
- b) To agree action to be taken

23. Events

- a) To receive feedback from Cllr Farrell following the Picnic in the Park
- b) To receive report from Cllr Farrell regarding Remembrance Day arrangements
- c) To receive report from Cllr Farrell regarding the Village Run planned for Spring 2018
- d) To receive report from Cllr Farrell regarding Christmas lights

- e) To note quotation from Northwich Town Council for installation of a 15ft Christmas tree and lights
- f) To agree action to be taken

24. Village Hall

- a) To receive report from Cllr Hollens/Cllr Herbert
- b) To approve Cllr Herbert as Fire Warden
- c) To note dates of proposed fire appliance training and agree attendance
- d) To agree action to be taken

25. Hartford Film Club

- a) To receive report from Cllr Hollens
- b) To agree action to be taken

26. Planning

To agree response to the following applications:

- a) 17/03637/FUL | Single storey rear extension | 274B Chester Road Hartford Northwich Cheshire CW8 1QW
- b) 17/03276/FUL | Detached garage building with ancillary first floor accommodation | 8 The Crescent Hartford Northwich Cheshire CW8 1QS
- c) 17/03509/FUL | Relocation of plot 87's garage from its current approved condition to the proposed new position as outlined in the supporting documents | 33 Albemarle Avenue Hartford Northwich CW8 1HU
- d) 17/03686/FUL | Extension to rear of the storage room Previous planning provide further layout documents 13/04117 | 8 Bradburns Lane Hartford Northwich Cheshire CW8 1LT
- e) 17/03799/FUL | Demolition of conservatory, construction of single storey rear extension | 11 Whitehall Drive Hartford Northwich CW8 1SJ

<https://pa.cheshirewestandchester.gov.uk/online-applications/search.do?action=simple&searchType=Application>

27. Allotments

- a) To receive report from Cllr Farrell
- b) To agree action to be taken

28. Redrow Car Park - Chester Road

- a) To receive report
- b) To agree action to be taken

29. Mike Amesbury MP

- a) Invitation for councillors to meet

30. Hartford Manor Community Primary School

- a) To note school governor vacancy
- b) To agree action to be taken

31. Any other Business

Please note that this item is for information only and no decisions can be made. This item is scheduled to last no more than 15 minutes.

32. Close of meeting