CUDDINGTON PARISH COUNCIL

Minutes of Cuddington Parish Council meeting held on
Monday 15th May 2023 at
Cuddington and Sandiway Village Hall Norley Road
Meeting Meeting started 7.15pm

Present	Cllr Chrimes, Cllr Brooks, Cllr Hignett, Cllr Hill, Cllr Kerrigan, Cllr Ruchat, Cllr Phillips, and Cllr Fleet. The Chairman welcomed CWaC Cllr Lynn Stock and CWaC Cllr Phil Rimmer who had recently elected to Cuddington Weaver Ward. Mrs Nicola Brown, Editor of the Round Tower magazine.
1	**Chairman 2023/2024.** It was **RESOLVED** that Cllr Chrimes be elected Chairman for the ensuing year 2023/2024.
2	**Signing of Declaration.** Cllr Chrimes signed the declaration of acceptance of office.
3	**Election of Vice Chairman.** It was **RESOLVED** that Cllr Hignett be elected vice chairman for the ensuing year 2023/2024
4	**Adopted of Code of Conduct.** It was **RESOLVED** to adopt the Code of Conduct, Cheshire West, and Chester Council on 26 July 2012 and as Cuddington Parish Council's code of conduct under section 27(2) and 27(3) of the Localism Act 2011.
5	**Declaration of Interest.** No Members declared any interest under the following categories: Pecuniary interest, Outside Bodies interest and family, friend, or close associate interest.
6	**Public airtime. a)** Apologies for Absence were received from Cllr Crist and CWaC Cllr Edwards. Two members of the public were present. **b)** A member of the public reported to the council that she had volunteered to take over the planting of the concrete planters at Norley Road shops, the council thanked her for the marvellous job she had done, the clerk will asked Bolton Birch if the council can get a water butt installed at Norley Road shops so that regular watering takes place, the water butts are a donation from Travis Perkins.
7	**Co-option onto the Council.** Susan Fleet and Jan Phillips attended the meeting to express an interest in being co-opted onto the council. It was proposed by Cllr Hill, seconded by Cllr Hignett and **RESOLVED** that Susan Fleet and Jan Phillips be co-opted onto Cuddington Parish Council. Susan Fleet was cop opted onto Cuddington Ward and Cllr Phillips co-opted onto Sandiway Ward. One seat for Delamere Park remains vacant.
8	**Model Standing orders and Financial Regulations. RESOLVED** that, the Council adopted Cuddington Parish Council's Standing Orders and Cuddington Parish Council's Financial Standing Orders.
9	**Approval of Minutes. RESOLVED** that the minutes of the Parish Council meeting held on 17th April 2023 were approved & signed by the Chair.
10	**Audit for Financial year 2022-2023.** It was proposed by Cllr Brooks seconded by Cllr Hignett and **a) RESOLVED** that; the Council approve the Annual Governance Statement for 2022/2023.

b) It was proposed by Cllr Brooks, seconded by Cllr Hignett and **RESOLVED** that; the Council approve the Accounting Statements for 2022/2023. The Clerk and Chairman duly signed them in the presence of the Council.

The dates of the period for the exercise of public rights were received and noted by the council.

11 **Membership of committee's and working party groups for 2023-2025.**

Council noted that; The Council is a corporate body; members cannot act on their own and must abide by the majority decisions. The Council can discharge some of their functions by delegating to a committee, a subcommittee, an officer of the authority (the Clerk) or another local authority. The Parish Council operates under legislation from parliament, for example the Local Government Act 1972 and the Parish Councils Act 1957**.**

Committees –Finance & General Purposes Committee and Flea Moss Pit Committee are advisory committees; they shall make recommendations to the Council, which then makes the decisions. The clerk shall facilitate the meetings and shall write the minutes as a legal record of what was decided at the meetings.

Cemetery Committee is a joint committee comprising of 4 members from Cuddington, 4 members from Weaverham and 2 Members from Action Bridge Parish Council's.

Planning Representatives - That the Council (under LGA section, 101) delegates the power to the committee to submit comments to CWAC on behalf of the Council (in between statutory meetings). The Clerk is delegated to submit comments on behalf of the Parish Council.

Working Parties - Noted: Working Parties are not subject to the strict rules that apply to formal council and committee meetings and do not need to be held in public.

Personnel Group - When sensitive issues are discussed such as legal, contractual, or staffing matters, the Council can agree to exclude the press and public from that item of business.

Any two members deemed appropriate at the time will represent the Council relating to Personnel Issues, and make recommendations to the Council, which then makes a decision.

It was **RESOLVED** that, membership of committee's and working party group are as follows:
Formal Committee's.
Finance & General Purposes Committee: Chairman, Vice Chairman, Cllr Crist, and Cllr Hill.
Cemetery Committee: Cllr Brooks, Cllr Chrimes, Cllr Fleet and Cllr Ruchat.
Playing Fields Management Committee Representative: Cllr Phillips and Parish Clerk.
Working Party Groups.
Planning Group: Cllr Kerrigan, Cllr Brooks, and Cllr Hill.
Traffic Group & Village Maintenance Group: Cllr Crist, Cllr Kerrigan, and Parish Clerk.
Resilience Group: Cllr Crist, Cllr Hignett, Cllr Brooks, and Parish Clerk.
Personnel Group: Cllr Crist and Cllr Hignett.
Gala Committee: Cllr Hill.

12 **Planning Applications:** A resident had contacted the council to raise concerns about a removal of a low sandstone wall. Cllr Kerrigan reported that the parish council have submitted their comments on the planning portal which were "Having reviewed the documentation in relation to this planning Application, and having met the owner on site, Cuddington Parish Council is satisfied that all the work carried out to date has been in full compliance with the LBC Planning Officer's instructions. The Parish Council see no evidence of there being a low-level sandstone wall along the curtilage on Weaverham Road during the present ownership. It was further

RESOLVED to contact the planning officer at Cheshire West to make her aware of the contact made by the resident.

~~Subsequent to the meeting the owner of Croft House contacted the parish council when she read an inaccurate statement in the June edition of the Round Tower which was,~~

~~*"The council will approach CWAC Planning Committee concerning a wall which has been taken down at Croft House on Weaverham Road. This is a Grade 11 listed building in a conservation area and councillors are puzzled because the planning department are proposing a brick wall where many people remember there being a sandstone wall."*~~

~~On Friday 2nd June, the parish council retracted the above statement, they amended the Round Tower newsletter online and issued a retracted statement on www.cuddingtonandsandiwayonline.org~~

22/04437/FUL (Revised) Land Adjacent to Cheryl Court Cuddington Northwich Cheshire, Construction of 3 new dwellings and associated works; **RESOLVED** that, Cuddington Parish Council has no objection to this application subject to satisfactory compliance with the requirements of the CWaC Biodiversity Team. Environmental Testing work was carried out in 2011/2012 which showed that this land was suitable for Residential use and for use as Allotments, based on Environment Agency Soil Guideline Values (SGV). This application complies with Cuddington Neighbourhood Plan Policies.

13 The Chairman introduced Cheshire West and Chester Cllrs Lynn Stocks and Phil Rimmer who were both newly elected at the elections in May. They both reported they were happy to be elected and are willing to help with any matters relating to Cuddington' s 3 wards. Cllr Stocks is CWaC's Opposition Cabinet Member for Children and Families and Cllr Phil Rimmer sits on the Pensions committee.

14 **a) Accounts Payable. Expenditure and Income Statements.** Proposed by Cllr Brooks and seconded by Cllr Hill and **RESOLVED** that the expenditure and income statements for May 2023 are accepted as a true record.

b) Approve payments. Proposed by Cllr Brooks and seconded by Cllr Hill **RESOLVED** that the following invoices are paid by either standing order, direct debit, bank transfer, cheque or under delegated authority for May 2023 totalling **£18,702.60** to be approved and noted.

		Total	
	BBF	£217,690.00	
Payments authorised:	Apr-23	£7,220.10	
Receipts			
HMRC VAT reclaim 22-23FY		£5,751.47	£216,221.37
As at 4th May 2023			
Barclays Community Account - 30708852		£2,492.73	
Barclays Business Premium Account - 80344400		£154,605.49	
NS & Inv. Account - 138 073 109		£59,123.15	£216,221.37

Inv. No.	To whom paid	Particulars of payment	Payment	Amount
17	BT	Telephone line rental and Broadband	SO	£66.95
18	Employee	Salary - May 2023	SO	£2,451.27
19	Rabbit Digital design	Website Maintenance & development	Bacs	£77.00
20	Cheshire Pension Fund	Employers & Employees contributions Month 2 in FY 23-24	Bacs	£953.98
21	EE	CPC Mobile phone invoice May 2023	DD	£10.28

	22	Clean Safe Environments	Village Maintenance - (SLA 2) and 2 x Grass Cut at War Memorial	Bacs	£705.79
	23	Sage	Cloud based Sage Payroll software and support licence	SO	£8.40
	24	Mrs Julie Chrimes	Reimbursement - for Plaques for Kings coronation	Bacs	£31.20
	25	Graphish	Round Tower Newsletter - June 2023	Bacs	£190.00
	26	Mrs Julie Chrimes	Reimbursement - Document wallets (20)	Bacs	£15.29
	27	Mrs Julie Chrimes	(Buccaneer) Reimbursement Hi Vis Jackets for CPC Resilience Plan	Bacs	£780.29
	28		1st part of Grant for upkeep of Norley and Weaverham Road PF	Bacs	£12,602.00
	29	ROSPA	Play Inspections at Both Norley Road and Boundary Lane Green	Bacs	£251.40
	30	Mrs Julie Chrimes	Reimbursement for Acrobat Pro - Adobe Inv.2023021232093	Bacs	£238.75
	31	Clean Safe Environments	Clearance of Footpaths Re: Neighbourhood Pride Funding	Bacs	£200.00
	32	Northwich Town Council	Grass cut - BLG play area	Bacs	£120.00
					£18,702.60

15 **Clerks Report** It was noted that the First Aid course is scheduled for Friday 9th June 2023. An alternative date will be available for Councillor's who cannot attend this course.
The coronation benches were installed on Friday 5th May and are sited at Norley Road playing fields and on open space on Mere Lane (opposite Ash Rd).
The Rota Web at the playing fields is closed due to a safety issue with the mechanics, the Chairman and Vice Chairman explained that money for this is in the NS&I account. It was **RESOLVED** to order the replacement netting for the Rota Web from Wicksteed.
The Council have not yet had a response from CWaC in relation to installing the Speed indicator devises and lights on Norley Road playing fields.
An order has been placed for the Hi VIS jackets in relation to the Resilience Plan.

16 **Written Reports from other Meetings.** There have been no reports received.
Discussed at the meeting was the urge to get potholes filled especially Mere Lane shops and the A556 Chester Road.
It was noted that, the Clerk will not attend any website meetings due to her workload.

17 **Correspondence.** Date for next meeting – Monday 19th June 2023 at 7.15pm.

There being no further business, the meeting closed at 8.50pm.

Signed: Dated: