

Little Stanney & District Parish Council

www.littlestanney-pc.gov.uk

COUNCIL SUMMONS

Dear Member

You are HEREBY SUMMONED to attend the Annual Meeting of the Council to be held in **LITTLE STANNEY VILLAGE HALL** on **TUESDAY, 27 MAY 2014** at **7.30pm** for the purpose of transacting the business set out on the agenda below



Parish Clerk

21.05.14

Members of the public and the press are welcome to attend for the "Part 1" section of the agenda. Any reports in "Part 2" contain confidential information and only Councillors and the Parish Clerk can be present.

If you have any general enquiries about the meeting, please contact: Pauline English, Clerk to the Parish Council (Tel: 0151 339 1405, e-mail: engy02@ntlworld.com).

AGENDA

1 ELECTION OF CHAIRMAN

To elect a Chairman of the Parish Council for the year 2014-15 and to receive the Chairman's declaration of acceptance of office.

2 APPOINTMENT OF VICE-CHAIRMAN

To appoint a Vice-Chairman of the Parish Council for the year 2014-15

3 APOLOGIES FOR ABSENCE

To receive apologies for absence

4 DECLARATIONS OF INTEREST

Councillors are reminded that, in accordance with the Code of Conduct, they should declare any personal interests they have in any matter to be considered at the meeting. The declaration should be made before the matter is considered or as soon as the Councillor becomes aware that a declaration is required. If the interest is a prejudicial one, this must be declared and the Councillor should withdraw from the meeting. It is the Councillor's responsibility to decide whether or not a matter should be declared, although the Clerk will offer advice on the interpretation of the Code if required.

5 VACANCY FOR A PARISH COUNCILLOR

The vacancy as a result of the resignation of Councillor Ken Whitehouse, which was reported at the March meeting, has been advertised and Cheshire West and Chester Council have confirmed that there has been no request from the public to hold an election to fill the vacancy. The Parish Council is now able to co-opt to fill the vacancy and has advertised this on its Notice Boards and on the website. One application has been received from a resident of Rake Lane, Little Stanney. Subject to there being no objections, the Parish Council is recommended to confirm the co-option of the applicant to fill the vacancy with immediate effect.

6 OPEN FORUM

Members of the public are invited to raise issues not dealt with elsewhere on the agenda. The maximum time allowed is 30 minutes, subject to the Chairman's discretion.

7 MINUTES

To confirm the Minutes of the meeting of the Parish Council held on 22 April 2014 as a correct record.

8 APPOINTMENT OF REPRESENTATIVES

To note/confirm representatives for the year 2014-15 to the following organisations:

- (1) Ince Park Community Forum (one representative, currently the Chairman)
- (2) Cheshire Association of Local Councils – Chester Area Meeting

9 DELEGATION TO COMMITTEES OR EMPLOYEES

- (1) In accordance with Standing Order 31, to confirm the appointment of a Conduct Committee comprising the Chairman and the Vice-Chairman and one further Councillor to be decided by the Parish Council depending on the issue to be heard. The Committee's terms of reference are as set out in Standing Order 31. If the complaint of misconduct is against a member of the Committee, the Parish Council will select another Member in his/her place.
- (2) To confirm the delegation of the submission of responses to planning applications to the Parish Clerk, subject to any major or contentious applications being referred to a meeting of the Council called for the purpose if there is no scheduled meeting of the Council within the timescale for a response to Cheshire West and Chester Council.

10 AUDIT AND FINANCIAL STATEMENT

- (1) **Internal Audit Report for 2012-13:** Helen Fielding of Wellfield Accounting Services carried out the Internal Audit of the Parish Council's financial systems and transactions on 22 May 2014. A copy of her report will be circulated as soon as it has been received.
- (2) **Financial Statement and Annual Return:** To approve the Financial Statement for the year to 31 March 2014 and to sign the completed Annual Return and Governance Statement prior to submission to the Council's External Auditors.

11 INSURANCE

Two years ago the Parish Council entered into a three-year agreement (to 31 May 2015) with Came & Company/Aviva. This year's premium has risen to £482.27. Further comparisons will be made before appointing insurers for next year.

12 STANDING ORDERS AND FINANCIAL REGULATIONS

Standing Orders and Financial Regulations will need to be amended to take account of new legislation.

13 PLANNING

- (1) **Applications Received** for consideration and comment: None received
- (2) **Decisions** since the last meeting of the Parish Council:

14/01034/FUL	First floor extension to side two storey extension to front of dwelling at Ashwood Cottage, Picton Lane, Wervin, Chester – PERMISSION
14/00777/FUL	Replacement roof to outbuilding, including the raising of the roof, and installation of new openings at Plum Tree Cottage, Wervin Road, Wervin, Chester CH2 4BP – PERMISSION
14/01319/AGR	Demolition of existing building and replacement steel portal framed building at Kennel Farm Buildings, Wervin Road, Wervin, Chester – APPLICATION WITHDRAWN

14 HIGHWAY, RIGHTS OF WAY AND AMENITY CLEANING

To receive an update on progress with outstanding issues

- (1) Street Naming
- (2) Drainage in Stoak
- (3) Speed Limits
- (4) Waiting Restriction sign outside School House
- (5) Bridleways
- (6) Boundary Trees and Shrubs, Little Stanney Lane/Croughton Road

15 PLAYING FIELD AND NATURE PARK

- (1) **Picnic Bench:** The new picnic bench is now in situ on the Nature Park and the Parish Council has received the funding from Councillor Heatley's area budget.

- (2) **SeeSaw:** The SeeSaw has been repaired by Play & Leisure at a cost of £70 + VAT
- (3) **Annual Inspection:** Morral Play will be conducting the annual inspection of the Play Area in the next few weeks. They have confirmed that this year they will contact Councillor Jones to inform him of the date of the inspection.

16 CHESHIRE WEST AND CHESTER COUNCIL

- (1) **Cheshire West & Chester Draft Local Plan:** The Local Plan Strategic Policies Examination process started with a Pre-Hearing Meeting on 4 April. The Inspector has now published the Matters and Issues he wishes to discuss during the Hearing sessions, which will commence on Tuesday 17 June and are expected to last for three weeks. A copy of the Matters and Issues and a timetable for the Hearing Sessions is available on the Examination webpage http://consult.cheshirewestandchester.gov.uk/portal/cwc_ldf/cwc_lp/localplanexamination/examination
- (2) **Cheshire West and Chester Local Plan (Part two) Land Allocations and Detailed Policies – Issues Consultation and Additional Call for Sites:** CWaC is now consulting on issues for the Local Plan (Part Two) Land Allocations and Detailed Policies, including an additional call for sites. The consultation will run for a seven week period beginning on Thursday 1 May and ending on Thursday 19 June 2014. CWaC would like to receive views on what policies should or should not be included in the Local Plan (Part Two), including the potential to use Supplementary Planning Documents (SPD). The Local Plan (Part Two) will set out the non-strategic allocations and detailed policies, following on from the strategic framework set out in the Local Plan (Part One). When adopted both documents will constitute the statutory development plan for Cheshire West and Chester and will replace all former Local Plans. The Local Plan (Part Two) will run to 2030 to align with the time horizon of the Local Plan (Part One). Comments can be submitted through the Council's [consultation portal](#), emailed to spatialplanning@cheshirewestandchester.gov.uk or submitted in writing.
- (3) **Delivery of Regulatory Services:** CWaC has launched a consultation exercise inviting residents, businesses and other stakeholders to share their views on proposals about the future delivery of regulatory services such as trading standards, environmental health, parking enforcement, licensing, registration, cemeteries, crematoria and parking services. One of the delivery options being considered is the establishment of a new regulatory services organisation with a private sector partner. Other options include setting up a 100 per cent council-owned company, outsourcing regulatory services or redesigning the service and keeping it in-house. Comments are requested by 2 July 2014 and can be made via an online questionnaire through the council's website at www.cheshirewestandchester.gov.uk. Paper copies are available at libraries and council buildings.
- (4) **Health and Wellbeing Strategy for Cheshire West and Chester:** Produced jointly by the council, the local NHS, Healthwatch, and many other contributors, the five year strategy has been launched as a draft for public consultation. It concentrates on areas of health and wellbeing where joint working across health, local government and other partners can make the most improvements to the health and wellbeing of local residents. The four priority areas are starting well, substance misuse, mental health and wellbeing, and ageing well and over the next five years, the Health and Wellbeing Board will monitor progress and receive regular updates on performance. Consultation on the draft strategy closes on Sunday 20 July 2014. The consultation asks for views on what outcomes might be set for each priority and to consider how these outcomes could best be measured. Full details are available at www.cheshirewestandchester.gov.uk/healthandwellbeingstrategy
- (5) **Rural Support Fund:** This accepts applications from community organisations, charitable groups and other constituted groups who are carrying out work for the benefit of their local community. For applications from April 2014 there is a minimum grant of £2,000 and a maximum of £20,000 and there are three deadlines for funding annually – 31 May, 30 September and 31 January. Projects require match funding of

50% and must meet at least one of the priorities of community safety, healthier communities, rural economies, environment, children and young people, village halls and community buildings or services for older people. Projects should be completed within a year after receiving funding.

- (6) **Collective Energy Scheme:** Residents are being urged to join together to buy gas and electricity collectively in a bid to save money on energy bills. CWaC has joined with 11 other councils nationwide to create a Collective Energy Scheme. Known as collective switching, the scheme will make it easier for people to switch energy provider and participants can expect to see savings of £60-£200 a year. To register residents should visit www.readytoswitch.co.uk and provide contact details, the name of their supplier and details of current energy usage and tariff. Registration for the scheme closes at midnight on 9 June. At a reverse auction on 10 June energy suppliers will be invited to bid the lowest price to supply energy to all those signed up for the scheme. Offers will then be sent to residents who have signed up inviting them to switch to the new scheme. There is no obligation to accept the offer.

17 INCE PARK COMMUNITY FORUM

To receive a report from the Chairman

18 CORRESPONDENCE

(1) Publications etc:

(1) Clerks and Councils Direct – May 2014

19 FINANCE

- (1) **Payments:** To note/approve the payment of salaries/wages and expenses and invoices for goods received and services rendered.

Cheque No		Amount
S/O	Parish Clerk – salary April 2014	123.20
S/O	Amenity Cleaner – wages April 2014	242.67
S/O	Parish Clerk – salary May 2014	123.20
S/O	Amenity Cleaner – wages May 2014	242.67
BACS	Play & Leisure – Repair of SeeSaw	84.00
BACS	Broxap – Picnic Bench	848.40
BACS	Came & Company – Insurance Premium renewal	482.27
BACS	Parish Clerk – expenses April/May 2014	80.34
BACS	Amenity Cleaner – expenses May 2014	

- (2) **Receipts:** To note any receipts:

Cheshire West and Chester Council-Grant from Area budget for picnic bench and Amenity Cleaner	1,707.00
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20 URGENT BUSINESS

In accordance with Standing Order 6(21) the Chairman may rule that an item(s) of business should be considered as a matter of urgency if it cannot await the next scheduled meeting of the Parish Council.

21 ITEMS RAISED BY COUNCILLORS FOR INFORMATION

22 NEXT MEETING

24 June 2014 at 7.30pm at Little Stanney Village Hall

Following the meeting Mr Richard Thomas of Bloc Ltd has requested an informal discussion with the Parish Council about his proposals for the development of land at Lawnswood, Little Stanney. This meeting will be held in the absence of the public.