

# Little Stanney & District Parish Council

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## COUNCIL SUMMONS

Dear Member

You are HEREBY SUMMONED to attend the Meeting of the Council to be held in **LITTLE STANNEY VILLAGE HALL** on **TUESDAY, 24 MAY 2016** at **7.30pm** for the purpose of transacting the business set out on the agenda below



Parish Clerk  
18 May 2016

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**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).

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## AGENDA

### 1 ELECTION OF CHAIRMAN

To elect a Chairman of the Parish Council for the year 2015-16 and to received 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 2015-16

### 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 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.

### 6 MINUTES

To confirm the Minutes of the Meeting of the Parish Council held on 22 March 2016 as a correct record.

### 7 APPOINTMENT OF REPRESENTATIVES

To appoint Councillors to represent the Parish Council on the following:

- (1) Protos Community Forum (formerly Ince Park)
- (2) Cheshire Association of Local Councils Joint Chester and Vale Royal Area Meeting.

### 8 DELEGATION TO COMMITTEES OR EMPLOYEES

- (1) In accordance with Standing Orders, to confirm the appointment of a Conduct Committee comprising the Chairman and Vice-Chairman and one other Councillor to be decided by the Parish Council depending on the issue to be heard. The Committee’s terms of reference are set out in Standing Orders. 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 responses to planning applications to the Parish Clerk in consultation with the Chairman and appropriate Councillors when the deadline for a response is before the next scheduled meeting of the Parish Council. If the planning application is contentious or substantial, a special meeting of the Parish Council will be called to consider it.

## 9 REVIEW OF STANDING ORDERS AND FINANCIAL REGULATIONS

The Parish Council should review its Standing Orders and Financial Regulations annually and make any necessary changes as a result of new legislation or for other reasons. A revised model of Standing Orders issued by NALC, adapted to meet the requirements of the Parish Council, was adopted by the Council in May 2015. No amendments are needed to Financial Regulations and it is recommended that both Standing Orders and Financial Regulations remain unchanged.

## 10 AUDIT

Wellfield Accounting Services Ltd will complete the internal audit on 24 May 2016

## 11 INSURANCE

The Parish Council has entered into an agreement with Zurich to provide insurance cover until 1 June 2018.

## 12 RISK ASSESSMENT

At the last meeting Councillor Todd agreed to bring a draft risk assessment to this meeting for discussion.

## 13 MEETINGS IN 2016-17

To confirm the dates for meetings in 2016-17 as follows:

|                   |                  |
|-------------------|------------------|
| 28 June 2016      | 24 January 2017  |
| 26 July 2016      | 28 February 2017 |
| 23 August 2016    | 28 March 2017    |
| 27 September 2016 | 25 April 2017    |
| 25 October 2016   | 23 May 2017      |
| 22 November 2016  |                  |

## 13 HIGHWAYS, RIGHTS OF WAY AND AMENITY CLEANING

- (1) To consider updates on the following issues:
- (a) Speed Limits – Rake Lane and Wervin Road
  - (b) Junction 10, Cheshire Oaks
  - (c) Little Stanney Parish boundary signs
  - (d) Speed Checks on Whitby Lane
  - (e) Loading Bay outside School House
  - (f) Service Station on Strawberry roundabout - litter
  - (g) Trees on Highway land
  - (h) Damage to the Highway verge on A5117

## 14 PLANNING

- (1) **Applications Received** for consideration and comment: None received

(2) **Decisions:**

|              |  |
|--------------|--|
| 16/01544/ADV | 2 No Internally illuminated post signs, 1 No Internally illuminated set of letters & logo and 1 No Non illuminated sign at The Stanney Oaks, Shotwick-Frodsham Road, Little Stanney, Chester CH2 4HT - <b>APPROVED</b> |
|--------------|--|

- (3) **Awaiting Decision:** None

- (4) **Mercedes Benz, Cheshire Oaks:** Following the concerns expressed about the removal of trees and other issues relating to this site, the Parish Council has received the following information from Nial Casselden, Senior Planning Officer at CWaC:

- (a) agreement is still being sought with Inchcape for them to meet representatives of the Parish Council;

(b) The issue of discharge from the site has been raised with Highways and United Utilities. They are aware of the situation and it is being monitored. If there are any problems regarding flooding the Parish Council is asked to provide photos if possible and to contact Nial Casselden.

(c) Agreed landscaping plans are attached.

## **15 PLAYING FIELD AND NATURE PARK**

Update

## **16 PROTOS (INCE PARK) COMMUNITY FORUM**

To report on any current issues

## **17 CORRESPONDENCE**

(1) **Elton Ward Partnership Meeting:** The Elton Ward Partnership Meeting scheduled for Wednesday 11 May 2016 was cancelled. The new date proposed is Wednesday 8 June and the invitees are the Chairman and Clerk and a member from each of the four parishes.

(2) **Capenhurst to Frodsham Overhead Line Refurbishment:** Later this year the National Grid will be refurbishing the 19km long overhead powerline that runs between the substations at Capenhurst and Frodsham. The main refurbishment work will involve replacing the existing conductors and the fixtures and fittings on the 51 pylons along the route. Preparation work will take place between May and July and may involve cutting back some trees and vegetation and laying some trackways, and possibly some temporary traffic restrictions. The main work will commence in August for completion by the end of December.

(3) **Centenary Fields:** Fields in Trust and the Royal British Legion are introducing a nationwide programme to secure recreational spaces in perpetuity to commemorate the 100<sup>th</sup> anniversary of the Battle of the Somme. If an appropriate site can be found, the Parish Council will be asked to complete a Deed of Dedication to protect the green space. Fields in Trust will be working to raise charitable funds to provide occasional improvement grants for sites protected as part of this programme.

(4) Clerks and Councils Direct – May 2016

## **18 FINANCE**

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

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

(3) **Balance:** To note the balance in the bank

(4) **Banking:** To consider options for a new bank account

(5) Any other financial issues

## **19 ITEMS RAISED BY COUNCILLORS FOR INFORMATION**

## **20 DATE OF NEXT MEETING**

Tuesday 28 June 2016