

CHAPEL AND HILL CHORLTON PARISH COUNCIL.

**MINUTES OF THE MEETING HELD VIRTUALLY USING ZOOM ON THURSDAY 8TH OCTOBER
2020 commencing at 16:00hrs**

Present:

Borough Councillors as temporary Parish Councillors under section 91 LGA 1972: G. Hutton, Chairman (GH), P. Northcott (PN), B. Panter, (BP)

Parish Councillor: D. Harrison. (DH)

Clerk: Mrs J Simpson.

110.10/20. Election of Chairman

G. Hutton was proposed as Chairman and as there have been no further nominations, was elected Chairman of Chapel and Hill Chorlton Parish Council. The declaration of office was signed and witnessed by all attending the zoom meeting.

111.10/20 Apologies.

No apologies were received; all were present.

112.10/20. Co-option of Parish Councillor.

It was **RESOLVED** to appoint Mr. David Harrison as a co-opted member of Chapel and Hill Chorlton Parish Council. Mr Harrison signed the acceptance of office and this was witnessed by all attending the zoom meeting.

114.10/20 Councillors Pecuniary Interest.

No interests declared.

115.10/20 Public Participation.

No members of the public were present.

116.10/20 Minutes of the last regular meeting.

It was **resolved** to approve the minutes of the last regular meeting held virtually on Tuesday 14th July 2020 and agreed they would be signed at a later date.

117.10/20 Matters arising.

- a. Planning applications approved by NBC-see 122.10/20
 - b. Clerk still to submit application to NBC for tree preservation order (TPO) on the village green.
- Action: Clerk**

118.10/20 Minutes of the Extra Ordinary Meeting held virtually on the 27th August.

It was **RESOLVED** to approve the minutes of the EGM held on 27th August 2020 and agreed they would be signed at a later date.

119.10/20 Matters arising.

Signature

Date

There were no matters arising.

120.10/20 Position statement of Parish Council following the resignation of all Parish Councillors in September 2020.

A draft had been circulated and it was **RESOLVED** to approve the statement as appended to the minutes and that it be displayed on the noticeboards and web site.

121.10/20 Reports from Borough and County Councillors.

Borough.

- There had been no reported breaches of planning applications.
- All Council services were back to normal.
- It was noted that the memorial service at the cenotaph would be attended by a very small group and that the same should happen at Maer. It was agreed that 2 people attend on behalf of CHCPC as in past years. If they were unable to attend GH and DH would attend as alternatives. **Action: Clerk.**
- There had been 250 new cases of Covid in the Borough since 1st September of which 130 were in the last 7 days. Marshalls had been deployed in the town centre.
- Environmental health was checking restaurants and public houses to ensure Covid safe compliance. There were 2 testing centres in the Borough: Ryecroft and now Keele University.

County.

- Full Council had been held that day and an update of Covid figures Baldwins Gate and Loggerheads 17; Market Drayton 6 all up to 3rd October 2020. Currently 500 tests were week but there was now a capacity issue to process the results at laboratory stage. A grant scheme was in place to support vulnerable people whether young or old applications needed to be discussed with PN prior to submission. Covid 19 local outbreak board had noted outbreaks in the care provider's sector.
- There was an increase in vacancy rates in care homes-some as high as 80%.
- Nexus trading services had announced a small profit and would be ploughed back into the seamless care service they were responsible for.
- All street lighting would be converted to LED thus achieving a 2650-ton reduction in carbon emissions.
- It was anticipated that additional funding would be in the highways local budget.
- There had been 220 road repairs and 193 new reports.
- Powers had been granted to more local tiers to enforce environmental compliance without the need to formally apply to court.

122.10/20 Planning Applications.

Results.

- a. 20/00539/FUL-Don Law Jaguar Specialist, Stone Road, Hill Chorlton-extension to existing spray booth.
<http://publicaccess.newcastle-staffs.gov.uk/online-applications/PLAN/20/00539/FUL>

This had been permitted by NBC

- b. 20/00472/FUL-Arnside, Stone Road, Hill Chorlton-retention of timber fencing featherboard 1.8m high adjacent to highway.

<http://publicaccess.newcastle-staffs.gov.uk/online-applications/PLAN/20/00472/FUL>

The Parish Council objected to this application. However, the application had been permitted.

123.10/20 Web Site Accessibility.

A statement had been formulated and added to the web site as per regulations. This was noted.

124.10/20 SID.

a. Data analysis had been circulated to the end of September. Parishioners statistics circulated to all Parish Councillors. Position of SID poles were discussed. DH had requested further confirmation from Highways that the recommended positions remained as now. Four visits had been made from Highways. Speeding issues were to be tackled by the LAP. If SID moved to Maer end trees would need to be cut back. It was agreed to ask County Highways to fund this work. It was **RESOLVED** to investigate the provision of a further SID so both approaches to the village would be covered. DH and the Clerk to take this work forward and update would be available via the web site.

In addition, the Clerk was asked to ensure the data on the SID was only accessible to the Parish Council in the future. **Action: Clerk**

b. Community Speed: watch-the Parish Council welcomed the formation of a CSW and noted that the Clerk had attended the training. The Parish Council paid for the room hire for the training and also offered to pay for the equipment. However, this has now been funded by local residents in the CSW team.

125.10/20 Community Group in Hill Chorlton

The issue of the missing post box had already been reported to the Clerk from a Parishioner and enquiries were under way to see whether it would be replaced by the Post Office which would take some time.

The Parish Council noted from the Community Newsletter that the grass was been cut by the noticeboards. It was emphasised again that anyone cutting grass on the highway would not be covered by any public liability insurance unless a recognised grass cutting contractor.

126.10/20 Community Governance Request.

A request had been received from a Parishioner to merge the Parish Councils of Maer and Aston; Whitmore and Chapel and Hill Chorlton. This was discussed and evaluated. It was felt that there was no appetite for this at present following discussion with the other Parish Councils concerned. It was also noted this had not been raised as a non- planning issue in the Local Neighbourhood Development Plan.

127.10/20 Financial Matters.

a. It was **RESOLVED** to approve the payment of £24 for the room hire of Maer Village Hall for the Community Speed Watch Training.

Signature

Date

- b. It was **RESOLVED** to subscribe to Parish Online GIS mapping system at a cost of £60p.a
- c. It was **RESOLVED** to approve the payment schedule and transfers as in appendix B and payments made under delegated powers were noted.
- d. Signatories for the bank accounts. It was **RESOLVED** to remove D. Sant, V. Follwell and J. Neal from the list of approved signatories and replace with G.Hutton, P. Northcott and D. Harrison.
- e. Financial Risk Assessment-this had been circulated and it was **RESOLVED** to approve reviewed document as circulated.

128.10/20 Review and Introduction of Parish Council Policies.

Standing Orders-it was noted that this policy was not scheduled for review until May 2021.

Generic Risk Assessment-it was **RESOLVED** to approve the review of the document.

Serious and Vexatious Complaints Policy. It was **RESOLVED** to approve the policy as circulated.

Scheme of delegation. It was **RESOLVED** to approve the scheme of delegation as previously circulated.

129.10/20 Clerks report.

GH had received correspondence from a Parishioner stating that the road to the sewerage works was muddy and the banks had been eroded by large trucks. Railings were damaged. A request had been made to make use of the notice board in Hill Chorlton for matters of community interest i.e. community speed watch group information and SID statistics. It was agreed that GH would go to see the Parishioner. It was also agreed that DH would have the noticeboard key and be responsible for posting the agenda.

The Clerk had received a letter of appreciation from the Lord Lieutenant of Staffordshire directed at all Parishioners who had helped and supported during the Covid crisis.

130.10/20 Race, Equality and Crime and Disorder Statement.

The Council recognised that it had not taken any decisions during the meeting re the above.

131.10/20 Planned Absences.

No absences were noted.

132.10/20 Date, time and venue of next regular meetings.

**Wednesday 2nd December, 10:00; Tuesday 9th February 19:00hrs; Tuesday 6th April 19:00hrs.
All to take place on zoom until further notice.**

The Chairman thanked the Councillors for their attendance, and there being no further business, closed the Meeting at 17:20hrs

Appendix A

Dear parishioners of Chapel & Hill Chorlton

You may not be aware that the whole of your elected Parish Council stood down in September 2020, due to (in their words) "an unwarranted and abusive attack that resulted in the Councillors position's being made untenable".

Signature

Date

On 23rd September 2020 the full Newcastle-under-Lyme Borough Council appointed me, Paul Northcott and Barry Panter to take over the duties of Chapel & Hill Chorlton Parish Council, until the next elections, which will be on the 6th May 2021. We will seek the support of those that live within the Parish or within three miles of it to be co-opted onto the Council, until May 2021.

We cannot underestimate the importance of a Parish Council. It brings democracy right to the doorstep. Although unpaid, the Parish Council gets to have an important say on such matters as planning and Council Services. It is responsible for keeping the public parts of the parish in good order, such as the parish notice boards, benches, BT phone box, defibrillator, village green, speed indicator devices and flower tubs.

Parish Councillors have to abide by the public office code of conduct <http://chapelandhillchorltonpc.uk/wp-content/uploads/2019/01/NALC-Code-of-Conduct-for-Chapel-and-Hill-Chorlton-PC-adopted-July-2012.pdf> and work as a collective to achieve results for the parish. So before you nominate yourself, please read the code of conduct as you will be asked to sign that you both accept it and are prepared to abide by it. You will be a part of the team.

We will continue to conduct the business of the Parish Council, until the next election, when parishioners will again get the chance to stand and be voted in as the duly elected members of the Chapel & Hill Chorlton Parish Council.

So please come forward if you are interested. You will be made very welcome. Please e-mail the Parish Clerk for further details and an application form. chapelandhillchorltonpc@gmail.com

I would like to finish by thanking the retiring Parish Council for its unstinting support of the parish and its members. I have enjoyed working with them over the last few years.

Yours faithfully,

Graham Hutton, Maer & Whitmore Borough Councillor, Chapel & Hill Chorlton Parish Councillor, Deputy Chair Local Action Partnership (Newcastle Rural)

Appendix B Payment Schedule October 2020.

BACS/CHQ NO.	TO WHOM PAID	DETAILS	Total inc VAT
016/20/21	Mrs. J Simpson	Salary July PAID DEL AUTH 12 TH AUG	180.30
017/20/21	HMRC	PAYE July PAID DEL AUTH 12 TH AUG	42.60
018/20/21	Glendales	Grass cutting July 20 PAID DEL AUTH 12 TH AUG	146.34
019/20/21	Mrs J Simpson	Reimbursement zoom 15/7-14/8 PAID DEL AUTH 12 TH AUG	14.39
020/20/21	Glendales	Grass cutting Aug 20 PAID DEL AUTH 24 TH AUG	146.34
021/20/21	Mrs J Simpson	Salary August PAID DEL AUTH 16 TH SEPT	180.30
022/20/21	HMRC	PAYE August PAID DEL AUTH 16th SEPT	42.60
023/20/21	SPCA	Training-writing accessible documents PAID DEL AUTH 11 TH SEPT	40.00
024/20/21	Mrs J Simpson	Salary Sept	191.10
025/20/21	HMRC	PAYE Sept	42.60
026/20/21	Mrs J Simpson	Reimbursement zoom 15/9-14/10	14.39
027/20/21	Maer Village Hall	Room hire CSW	24.00
028/20/21	Glendales	Grass cutting Sept	146.34
029/20/21	Parish Online	Annual subscription	60.00
Total			1271.30

Signature

Date