**MINUTES OF THE LOSTOCK GRALAM PARISH COUNCIL MEETING HELD ON MONDAY** **2nd NOVEMBER 2020 VIA ZOOM VIDEO CALL**

**Part I**

The meeting commenced at 7.30 pm.

**PRESENT:** Parish Councillors T Hodges, M Litton, T Smith, A Ross, P Cobley, P Walker, K Hodgkinson and M Venables.

**IN ATTENDANCE:** L Sandison, Clerk.

**GUEST:** R Todhunter (Lostock Green Geologist).

**ALSO PRESENT:** 1 x representative from Lostock Gralam Community Centre Association.

**PUBLIC FORUM**

-Comments received regarding pot holes, leaves and poor footpath conditions on Birches Lane *(Clerk to liaise with Lach Dennis PC Clerk).*

-Query received regarding white painted road markings near to the traffic lights *(Clerk to investigate).*

Ros Todhunter, a local geologist spoke about the latest HS2 design refinement consultation and updated information. Ros highlighted the changes which would most impact on Lostock Gralam. Ros advised that the PC order an HS2 map book for the area and to communicate any concerns to MP Esther McVey and John Atkinson who is the North West HS2 Engagement Manager. Cllr M Venables will communicate directly with Ros to further discuss the latest information and its impact on the Parish.

**APOLOGIES FOR ABSENCE**

It was **RESOLVED** to accept apologies from Cllr M Stocks, Cllr P Kelly and Cllr L Kelly.

##### DECLARATIONS OF INTEREST

Chairman T Hodges also sits on the Lostock Gralam Community Centre Association Committee.

**MINUTES**

It was **RESOLVED** to accept the minutes of the Parish Council Meeting held on Monday 5th October 2020.

**PROGRESS REPORT**

-Red Light Traffic Camera response from the Police & Crime Commissioner Office:

*In principle, the Commissioner supports initiatives which aim to reduce the speed of vehicles on our roads and actions which contribute to safer communities for all.  The Commissioner actively supports the Fatal 5 Campaign in partnership with Cheshire Fire and Rescue as he recognises the impact speeding and dangerous driving can have.  I must stress that the Commissioner is not responsible for the installation of static speed camera devices or red light cameras, this would sit with the Local Authority, in this case this would be Cheshire West and Chester Council.  May I ask if you have contacted them about this issue directly?  This would normally be done via the highways team.*

*I hope this information helps and should we be able to assist further, do not hesitate to contact us.*

-Overgrown hedge at the Griffiths Road junction has been reported to CWAC: Ref HW263800327.

-United Utilities are continuing to put plans in place to help them repair the manhole outside the Newsagent: Ref 00471462.

-The flood opposite Premier Store has been reported and a job raised by CWAC: Ref HW265488459.

- Missing Packhorse Close bin – The Police requested that CWAC remove the Packhorse Close bin, as it was being used as a drug drop off point.

- Double litter bin update- with the offices now only half occupied the bins are no longer overflowing with office and household waste. Cllr Stocks has been notified of this, and will decide whether to go ahead with the double bin order which the Operations Team feel is no longer required.

-Many thanks to those Councillors who helped with the bulb planting. There is around a third of a bag of tulips left which will be planted in the planters when the non-stop begonias are removed.

-The PC logo signs have now been installed on the flower planters, many thanks to Cllr K Hodgkinson and her husband for successfully fixing them to the planters.

-The Social distance sign at the play area is now installed. Many thanks to Cllr P Cobley and Cllr K Hodgkinson’s husband.

**CHRISTMAS**

Cllrs **RESOLVED** that the Clerk should purchase 200 selection boxes and biscuits for the Lostock Gralam Care Home residents to the value of £250.00 using Cllr M Stocks Members Budget Grant, for the Christmas light switch on event, which has been cancelled this year due to the COVID-19 pandemic.

**PARISH COUNCIL LAPTOP**

The Parish Council laptop ran into hardware failure after the last Parish Council meeting. The Clerk was given authorisation from the Chairman with Councillors consent to purchase a like for like laptop, up to the value of £600.00. In total with repair investigations, new laptop and software the Clerk spent £688.99 Gross / £584.16 Net. The Clerk is now fully operational with a new laptop. Cllr M Litton has wiped the broken laptop which is uneconomical to repair.

**HS2**

HS2 Phase 2b- Western Leg Design Refinement Consultation discussed within the Public Forum where Ros Todhunter presented various HS2 map information.

**POLICE**

**ASB**

LOSTOCK GRALAM- 1 incident (s)

Screaming and shouting adults possibly linked to an earlier incident. Police dealt with the incident and there were no further cause for concern.

**THEFT**

LOSTOCK GRALAM- 1 incident (s)

Theft of motor vehicle. Vehicle has been located and returned to owner.

Theft of football caught on CCTV. Suspect has been identified and dealt with.

**SUSPICIOUS ACTIVITY**

LOSTOCK GRALAM- 1 incident (s)

Car sat in school car park for around 30 minutes flashing its lights. Officers attended and there was no trace of the car.

Whilst on patrol in the community, members of the public have asked me to raise the following points at the parish council meeting –

1. Lostock Gralam- Street lights down the cut through from stubbs lane onto Cheshire avenue. This is for the safety of the pedestrians walking down at night.

**PCSO Update**

I will continue to address antisocial behaviour that has been happening in Lostock Gralam. If I could ask everyone to please call in any incident. There has been an increase in people reporting through social media. The social media accounts are not monitored 24/7 and it could be a few days before anyone could see them. Please always report using the online system found on Cheshire Police’s website, 101 or in an emergency, 999. This still seems to be the case.

**THIS MONTH PRIORITIES**

I will continue to increase my patrols around the antisocial behaviour hotspots to try to deter future incidents that have be notified to me. I will also continue with speed monitoring and enforcement on the key speeding roads.

**Weekly PCSO surgeries** I will be holding my weekly mobile PCSO surgeries at different locations this month the following dates include:

Wednesday 4th November 16:00-17:00 at Lostock Gralam Community Centre

Thursday 12th November 16:00-17:00 at the Church Yard, Lower Peover

Tuesday 17th November 11:00-12:00 at Lostock Gralam Community centre

Thursday 19th November 11:00-12:00 at Shakerley

Wednesday 25th November 16:00-17:00 at Lostock Green Methodist Church

All welcome to come along to say hello and discuss any local issues or concerns that you may have.

PCSO Rebecca JACKSON

Shakerley Police Beat Team

**MARK STOCKS**

Cllr M Stocks was absent.

##### PLAY AREAS AND INSPECTIONS

-The PC **RESOLVED** to accept CG Services Cheshire Ltd winter tidy quote of £340.00 Net.

-The PC **RESOLVED** to accept CG Services Cheshire Ltd play area inspection quote of £50.00 Net for quarterly play inspections.

-The PC considered and reviewed the latest play area inspection report. The PC **RESOLVED** to accept the £250.00 Net quote, for the required repairs (excluding the football pitch).

**FOOTBALL PITCH PROGRESS**

-The PC **RESOLVED** to accept the FCC Finance Agreement, and **RESOLVED** to give authorisation for the Chairman T Hodges to sign the agreement. The project has now been registered with Entrust. FCC do not make grant payments in advance. The project must be completed, and funding claimed within 12 months of the post board notification letter

-The Veolia Finance Agreement is now signed by both parties. The agreement was finalised on 8th October 2020. The project must commence within four months of the agreement date. Veolia have made an upfront part payment of £26,800.

-CWAC Planning has advised that we will need to appoint a drainage specialist to design a drainage scheme and collate all of the information stipulated in the condition.  Once we have all of the information, there is a formal process to discharge the planning conditions.  Once the application is received, planning will then consult with the Local Lead Flood Authority and relevant utility company in order to discharge the condition.

-The PC (excluding Executive Committee members) **RESOLVED** to accept the Your Environment quote of £1,250.00 Net to design a drainage scheme for the MUGA.

-Your Environment will require a Topographical Survey & Underground Utility Mapping, and a Desktop Utility Record Search to enable them to design an appropriate drainage scheme. The PC **RESOLVED** to accept a quote of £1,330.00 Net for the required surveys.

-Financial update on the MUGA and potential overspend/ additional funds required to complete the project.

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| --- | --- |
| **Expenditure** | **Net Cost** |
| Planning Permission Fee | £265.83 |
| Noise Survey | £899.00 |
| Soakaway Report | £1,300.00 |
| FCC 10% Payment | £3,272.84 |
| Veolia 10% Payment | £3,350.00 |
| Total | £9,087.67 |
| PC Earmarked Funds | £12,000.00 |
| Remaining Earmarked Funds | £2,912.33 |
|  |  |
| **Further Costs** |  |
| Planning Condition Fee | £58.00 |
| Drainage Design | £1,250.00 |
| Drainage Surveys | £1,330.00 |
| **Total** | **£2,638.00** |

**-**The Executive Committee will liaise with Lightmain to establish the exact project cost once a drainage design has been received. If need be the Executive Committee will ask the Chairman to call an Extraordinary meeting to review and consider the potential over spend of the project.

**CHAIRMANS REPORT**

-The PC discussed suggestions for helping the community in relation to the latest COVID-19 restrictions.

* The Clerk on behalf of the PC has registered to become a Community Champion.
* Discussion regarding Shakerley Covid cases in comparison to other wards.
* Clerk to investigate reasons for the exceptionally high number of COVID cases in the area and report back to the Councillors.

-The Chairman reminded councillor to send over their photos for the who’s who poster.

**CLERKS REPORT**

-The Clerk has ordered a £25.00 wreath through the St. John PCC. Cllr P Walker had kindly accepted to place the wreath at the Church Remembrance Service, however due to the latest COVID restrictions, its likely the Service will now be held via social media.

-The Clerk will be attending the virtual CW&C Town and Parish Council Connections Session:  Planning for the Future – White Paper on 4th November 6-7pm.

-A Townshend Road resident, has raised concerns about the overgrown bramble at the Hall Lane junction. The resident tries to cut back the bramble however it has become too challenging. The Clerk will notify CWAC.

-A number of residents have raised concern about the lack of lighting on the Stubbs Lane alleyways (via Social media). Two of the three alleyways leading off Stubbs Lane are not adopted by CWAC and therefore it would be very difficult to have street lighting installed. The Clerk will liaise with Cllr M Stocks to seek advice.

-The Clerk is working on further CCTV quotes.

-The Clerk is working on Solicitor quotes for a new Community Centre Lease.

**PLANNING**

The Council considered the following planning applications and **RESOLVED** to respond as below:

|  |  |
| --- | --- |
| APPLICATIONS | |
| 20/03427/FUL | **-**18 Silverlea Road Lostock Gralam  -Conversion of existing garage to reception room, replacing garage door with a window  **No Objection** |
| 20/03540/FUL | **-**9 Wilson Crescent Lostock Gralam  -Single storey rear extension  **No Objection** |
| DECISIONS | |
|  |  |

**FINANCE**

-The PC received the latest Quarter 2 income and expenditure report to include bank reconciliation. Cllr Andrew Ross will review the information for approval.

-The PC **RESOLVED** to award a payment of £200.00 to Graham Oakes who litter picks and empties the bins at the play area. The payment is for the running costs of his vehicle as he transports the waste to a skip at Northwich Town Council Offices on a daily basis. The Clerk will also enclose a Thank You card for Grahams voluntary work.

-The current account bank balance is £8,228.07, the deposit account balance is £66,845.59 as at 27/10/2020.

-It was **RESOLVED** to accept payment of the following accounts.

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| --- | --- | --- |
| **Chq no.** | **Payee** | **Amount** |
| 300751 | Lyndsey Sandison | £688.99 |
| 300752 | St. John PCC | £25.00 |
| 300753 | ASH Waste Ltd | £114.84 |
| 300754 | CG Services Cheshire Ltd | £212.00 |
| S/O | Freeola | £12.56 |
|  |  |  |
| BANK TFR. | VEOLIA | £25,800.00 |

**COUNCILLORS’ REPORTS & FUTURE AGENDA ITEMS**

-French drain still leaking.

-Footpath outside Chinese uneven and a trip hazard.

-Suggestion for a PC Newsletter / a new printing shop on Manchester Road is to open.

-The Halloween event was enjoyed by many and very well organised. The Clerk should write to thank the organisers and inform them, that the PC has a grant application form on the website should they wish to apply for funding in the future.

-A winter wonderland on the same lines of the Halloween event would be excellent if Covid restriction would allow and event organisers willing to arrange.

The meeting finished at 8.50pm

**DATE AND TIME OF NEXT MEETING**

The next Parish Council meeting will be held on Monday 7th December 2020 at 7.30 p.m via Zoom.



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|  |  |  |  |  | **LOSTOCK GRALAM PARISH COUNCIL** |  |  |  |  |
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|  |  |  |  |  | **SUMMARY RECEIPTS & PAYMENT ACCOUNT** |  |  |  |  |
|  |  |  |  |  | **2nd QUARTER ENDED 30 SEPTEMBER 2020** |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
| **Year to** | **Date Figs** |  |  |  |  |  | Figures shown exclusive of VAT | | |
| Budget | % Budget |  | **RECEIPTS** | |  |  | £ |  | £ |
|  |  |  |  |  |  |  |  |  |  |
| 25,562.00 | 100% |  | Precept |  |  |  | 0.00 |  |  |
| 0.00 | #DIV/0! |  | Bank Interest | |  |  | 0.00 |  |  |
| 0.00 | #DIV/0! |  | Grants |  |  |  | 250.00 |  |  |
| 2,450.00 | 47% |  | VAT |  |  |  | 746.97 |  |  |
| 0.00 | #DIV/0! |  | Other |  |  |  | 0.00 |  |  |
|  |  |  | Christmas tree donation | | |  |  |  |  |
| 28,012.00 | 96% |  |  |  | **TOTAL RECEIPTS** | |  |  | **996.97** |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  | **PAYMENTS** | |  |  |  |  |  |
| 4,260 | 113% |  | STAFF COSTS | |  |  | 2,314.67 |  |  |
| 490 | 429% |  | ADMINISTRATION COSTS | | |  | 1,499.45 |  |  |
| 4,490 | 150% |  | PARK & OPEN SPACES | | |  | 3,924.91 |  |  |
| 80 | 739% |  | CHURCHYARD | |  |  | 252.70 |  |  |
| 3,050 | 18% |  | SUBSCRIPTIONS | |  |  | 0.00 |  |  |
| 1,970 | 16% |  | SECTION 137 DONATIONS | | |  | 0.00 |  |  |
| 6,000 | 0% |  | OTHER |  |  |  | 0.00 |  |  |
| 607 | 116% |  | CONTINGENCY | |  |  | 322.34 |  |  |
| 1,705 | 268% |  | EARMARKED RESERVE FUNDS | | | | 4,572.84 |  |  |
|  |  |  | CAPITAL |  |  |  | 0.00 |  |  |
|  |  |  |  |  |  |  | 0.00 |  |  |
|  |  |  | VAT on payments | |  |  | 1,165.82 |  |  |
|  |  |  |  |  |  |  |  |  |  |
| 22,652 | 98.49% |  |  |  | **TOTAL PAYMENTS** | |  |  | **14,052.73** |
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|  |  |  |  |  |  |  |  |  |  |
|  |  |  | BALANCE BROUGHT FORWARD on 30/6/20 | | | | |  | 66,537.57 |
|  |  |  | **ADD** Total Receipts (as above) | | |  |  |  | 996.97 |
|  |  |  | **LESS** Total payments (as above) | | | |  |  | 14,052.73 |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  | **Balance Carried forward 30/9/20** | | | |  |  | **53,481.81** |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
| These cumulative funds are represented by: | | | | |  |  |  |  |  |
| Current Account Balance | | | |  |  |  | 7,548.37 |  |  |
| Less: Cheques drawn but not debited as at 30/9/20 nos. | | | | | | | 0.00 |  |  |
| Reserve Account Balance | | | |  |  |  | 45,933.45 |  |  |
|  |  |  |  |  |  |  | 0.00 |  |  |
|  |  |  |  |  |  |  | 0.00 |  |  |
|  |  |  |  |  |  |  |  |  | **53,481.82** |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
| Signed: |  |  |  |  |  |  |  |  |  |
| Responsible Finance Officer to Lostock Gralam Parish Council | | | | | | |  | Date: |  |
|  |  |  |  |  |  |  |  |  |  |