**MINUTES OF THE LOSTOCK GRALAM PARISH COUNCIL MEETING HELD ON TUESDAY 21ST APRIL 2020 -THE MEETING WAS HELD VIA ZOOM WEB-BASED VIDEO CONFERENCE DUE TO COVID-19**

**Part I**

The meeting commenced at 7.38 pm.

**PRESENT:** Parish Councillors T Hodges, P Kelly, M Litton, P Cobley, A Ross, M Venables, T Smith and L Kelly.

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

**ALSO PRESENT:** Two members of the public.

**PUBLIC FORUM**

-A member of the public from Manchester Road joined the meeting as they are interested in becoming a Parish Councillor. Chairman T Hodges welcomed them and advised that the Clerk can provide further information on how to join the PC.

-A member of the public raised various concerns regarding the difficulties of using public footpaths and rights of way on INOVYN land since COVID-19. Concerns include; field with a public footpath has been ploughed making it difficult to cross, barbed wire field with no exit, broken / removed signposts for public footpath routes and zip locked gates across right of way. The Clerk will mediate between CWAC, INOVYN and member of the public regarding the issues raised.

**APOLOGIES FOR ABSENCE**

It was **RESOLVED** to accept apologies from Cllr M Stocks.

##### DECLARATIONS OF INTEREST

Cllr M Litton and Cllr T Smith declared an interest in planning application 20/01128/FUL due to both being residents on Cedar Close and knowing the applicant, they therefore abstained from voting on the planning application.

**MINUTES**

**RESOLVED** to accept the minutes of the Parish Council meeting held on Monday 2nd March 2020.

**COVID-19**

-Those members of the public who are classed as high risk from COVID-19 (shielding) are able to register for extra support through the government.

-Cllr P Kelly spoke about PPE, and drew the PC’s attention to a recent news article stating that a local businessman’s offer to manufactured face visors for the NHS has been ignored. Cllr Kelly asked the PC whether they would consider providing PPE to the three local care homes in Lostock Gralam.

*The Clerk will make contact with the three Care homes to establish whether they have sufficient PPE and what equipment they require. The Clerk will advise the PC on PPE availability and cost.*

**PROGRESS REPORT**

-NTC completed the flower planter works and added some colour for spring. They will be replanted in May with non-stop begonias. Unfortunately, it would appear that most of the flowers have gone from the flower planter on the crossroads.

-Three flower bouquets were delivered to the three Lostock Gralam care homes thanking the staff for their hard work and wishing the residents a happy Easter. Delivered by Acacia at a cost of £85.00 using the chairman’s allowance.

-Cwac has arranged for Manchester Rd to be swept- Clerk to contact the field owner about brushing the public footpath which is still in need to cleaning.

-The Environmental Protection team has written to a field owner near to the Griffiths Road junction with regards to a fire which was producing black smoke. CWAC Planning has also been made aware of the field owners’ intention to keep horses on the newly cleared land.

**ANNUAL GOVERNANCE STATEMENT**

The PC **RESOLVED** to accept and approve Section 1 and Section 2 of the Annual Return (AGAR). The Chairman will sign both sections when the year end folder is received back from the Internal Auditor.

**MARK STOCKS**

Cllr Stocks was absent from the meeting however the Clerk has been in regular contact with Cllr Stocks regarding COVID-19. Cllr Stocks has available funding for Community initiatives which assist with the COVID-19 response.

**POLICE**

Lostock Gralam is currently without a PCSO due to the unexpected resignation of PCSO Wardzinski. In the interim issues can be reported to Sgt Gary Weaver who will allocate an officer to investigate.

The Clerk has made Sgt Weaver aware of a bonfire which resulted in black smoke and complaints from residents near to the Griffiths Road junction. The Clerk has also raised concerns about speeding on Manchester Road and on the A556 since the COVID-19 lockdown.

Cllr P Kelly asked that Sgt Weaver be made aware of a motorcyclist (wearing a pink fluffy helmet) which regularly speeds on Manchester Road at approx. 4.30pm most days.

##### PLAY AREAS AND INSPECTIONS

-The Annual RoSPA play inspection has taken place in April.

-The quarterly play area inspection report has also been received and a request for CG Services Ltd to submit a quote to make good the areas which need attention (excluding the football pitch).

-The PC **RESOLVED** to accept Northwich Town Council quote to carry out some basic improvement works to the worn-out football pitch at a cost of £1832.00 net.

**FOOTBALL PITCH PROGRESS**

-The MUGA Planning Application has now been approved however there are several planning conditions which must be met.

-The Clerk has updated the Veolia funding application which will be considered in June.

-FCC Environment who own a 40% share in the Lostock Sustainable Energy Plant have community funding opportunities should the PC want to apply. The closing date for applications is the 3rd June with grant outcomes being reached in September. The Clerk will apply for funding to cover the cost of the MUGA fence. FCC Environment provide funding using the landfill tax, therefore a 10% charge of the total grant would apply.

**CHAIRMANS REPORT**

T Hodges gave a brief overview of the Manchester Airport (MA) meeting which he attended on the 10th March.

# -MA objective is to have a 32% reduction in fuel by 2050 using more efficient take off patterns and engine improvements.

# -New Terminal from July 2020, Existing T2 shut down, T1 Mothballed then to be demolished.

# -Airport City – Global logistics- Hut group moving to new HQ end of 2020.

# -Buses to car parks to be all electric.

# -Note drop off for disabled is free!

# -Free school places for schools in aero zoom project.

# -Western route through airport Stockport, Altrincham, Chester under consideration.

-The Parish Council Conference was cancelled.

**VICE CHAIRMANS REPORT**

-P Kelly advised that the PC should put on hold the decision whether to proceed with a traffic survey at the Hall Lane traffic lights until after the COVID-19 crisis due to reduced traffic at this time.

-P Kelly raised concerns about the recent planning decision for the Lostock Lodge Care home due to a gas pipeline. Cllr Kelly questions the proximity of the gas pipeline to the proposed site. The PC will await to see if the decision goes to appeal.

-Motorcyclist (with pink fluffy hat) who repeatedly speeds along Manchester Road needs to be caught before someone is hurt.

**CLERKS REPORT**

-Many thanks to the 10 volunteers who helped with the Community Litter pick which was a great success.

-Cllr M Venables and the Clerk attended an HS2 LLC meeting on 11th March. Verbal report was given.

-The Renescience LLC meeting on Tuesday 17th March was postponed.

-The Clerk, Chairman, Vice Chairman and a member of the public attended a meeting with a CWAC Enforcement Officer on 9th March to discuss dog fouling in the area. Verbal update was given.

-Further complaints of dog fouling outside the primary school received.

-Confirmation of the ICO. Annual direct debit has been received.

-The Year End folder has now been sent to the John Henry for the internal audit.

-The dates of the period for the exercise of Public Rights will be Monday 15 June – Friday 24 July 2020.

-The use by date on the CPAD Electrodes is 28/7/2020 therefore it is advised that an order be placed for their replacement. The PC **RESOLVED** to purchase two *XELAED001A/1B – G5 Adult Pads at £40.00 each and one XELAED003A/3B – G5 Paediatric Pads at £65.00 plus delivery £5.95 + VAT from Cardiac Science.*

**PLANNING**

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

|  |  |
| --- | --- |
| APPLICATIONS | |
| 20/01128/FUL | **-**15 Cedar Close Lostock Gralam  -Single storey rear extension to include demolition of existing conservatory  **No Objection** (Cllr M Litton & Cllr T Smith abstained from voting) |
|  |  |
| DECISIONS | |
| 20/00169/FUL | -51, Harris Road, Lostock Gralam  -Single storey rear extension  **-Approval 3.3.20** |
|  |  |

**FINANCE**

-The Internal Audit information has now been received and sent to the Internal Auditor.

-The PC **RESOLVED** to accept Lostock Gralam Primary School S137 Grant request of £310.00 to cover the cost of a new AED battery + new electrodes (pads).

**-**The year end bank account balances are:

Current Account Balance £ 7,981.62

Deposit Account Balance £ 40,823.45

Total £ 48,805.07

-The PC reviewed and **RESOLVED** to agree to the below Earmarked Reserve Funds and Reserve:

|  |  |
| --- | --- |
| **Funds** | **(£)** |
| **S.106 – Open space / play area maintenance**  30/05/2017 £14,887.00  16/08/2018 £4,000.00  13/11/2019 £3,752.00  03/07/2019 (3,761.00) Music Boards  04/09/2017 (7,240.00)Wet Pour | £11,638.00 |
| Contribution from PC Reserve | £362.00 |
| **EARMARKED FOR MUGA** | **£12,000** |
|  |  |
| **Triangle NHB –**  18/12/2013 £704.00  19/12/2014 £4,104.00  08/12/2015 £14,400.00 | £19,208.00 |
| **EARMARKED FOR HIGHWAY SAFETY INITATIVES** | **£19,208.00** |
|  |  |
| General Reserves |  |
| **Total Bank Balance at Y/E** | **£ 17,597.07** |

-The PC **RESOLVED** to accept the following payments which were made on the 1st April 2020.

|  |  |  |
| --- | --- | --- |
| Cheque Number | Payee | Amount |
| 300706 | Lyndsey Sandison | £2,554.21 |
| 300707 | HMRC | £61.15 |
| 300708 | Changing Lives | £72.00 |
| 300709 | E.ON | £13.37 |
| 300710 | CG Services Cheshire Ltd | £272.00 |
| 300711 | Lostock Gralam Church Hall Association | £288.00 |
| 300712 | Northwich Town Council | £288.00 |
| S/O | Freeola | £12.56 |
| Income |  |  |
| Direct Payment | CWAC | £25,471.00 |

**COUNCILLORS’ REPORTS & FUTURE AGENDA ITEMS**

Cllr A Ross spoke about the Transition Northwich meeting which he attended in February. The meeting was aimed at making people aware of climate change and to ask Parish Councils to declare a Climate Emergency. Cllr Ross will request the slides from the presentation and determine what it entails to declare a Climate Emergency. The Clerk will contact other local Parish Councils to gather their views on the meeting.

Cllr P Cobley raised concerns about trucks parking up over night near to the Lostock Lodge Care Home, it would appear that the drivers may live/stay on the Barratts estate overnight. The Clerk advised that photographic evidence would be helpful and that she will inform the haulier company.

The meeting finished at 8.52pm

**DATE AND TIME OF NEXT MEETING**

Annual Parish Assembly Parish Council Meeting on Monday 11th May 2020 at 7.30 p.m. Meeting to be held via Zoom Video Conference.



**Accounts Information**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **LOSTOCK GRALAM PARISH COUNCIL** | | | |  |  |
| **SUMMARY RECEIPTS AND PAYMENT ACCOUNT** | | | |  |  |
| FOR YEAR 2019-20 |  |  |  |  |  |
|  | ACTUAL | BUDGET | % Budget |  |  |
|  | 2019-20 | 2019-20 |  |  |  |
| RECEIPTS |  |  |  |  |  |
| Precept | 24,961.00 | 24,961.00 | 100% |  |  |
| Bank Interest | 214.23 |  |  |  |  |
| Grants | 4,974.00 | 722.00 |  |  |  |
| VAT | 3,361.15 |  |  |  |  |
| Other | 0.00 |  |  |  |  |
|  |  |  |  |  |  |
| **TOTAL RECEIPTS** | **33,510.38** | **25,683.00** | **130%** |  |  |
|  |  |  |  |  |  |
| PAYMENTS |  |  |  |  |  |
| STAFF COSTS | 8,760.48 | 8,580.00 | 102% |  |  |
| ADMINISTRATION COSTS | 2,824.75 | 3,855.00 | 73% |  |  |
| PARK & OPEN SPACES | 9,727.04 | 5,030.00 | 193% |  |  |
| CHURCHYARD | 1,685.77 | 1,800.00 | 94% |  |  |
| SUBSCRIPTIONS | 341.24 | 618.00 | 55% |  |  |
| SECTION 137 DONATIONS | 3,400.00 | 3,400.00 | 100% |  |  |
| OTHER | 3,085.93 | 2,300.00 | 134% |  |  |
| CONTINGENCY | 419.87 | 100.00 | 420% |  |  |
| GENERAL RESERVES | 935.33 |  | - |  |  |
| EARMARKED RESERVE FUNDS | 1,164.83 |  |  |  |  |
| Vat on Payments | 2,811.22 |  |  |  |  |
|  |  |  |  |  |  |
| **TOTAL PAYMENTS** | **35,156.46** | **25,683.00** | **137%** |  |  |
|  |  |  |  |  |  |
| **RECEIPTS & PAYMENTS SUMMARY** |  |  |  |  |  |
|  |  |  |  |  |  |
| BALANCE BROUGHT FORWARD on 01/04/19 | | 50,451.15 |  |  | 54,260.32 |
| **ADD** Total Receipts (as above) |  | 33,510.38 |  |  |  |
| **LESS** Total payments (as above) |  | 35,156.46 |  |  |  |
|  |  |  |  |  |  |
| **Balance Carried forward 31/03/20** | | **48,805.07** |  |  |  |
|  |  |  |  |  |  |
| These cumulative funds are represented by: |  |  |  |  |  |
|  |  |  |  |  |  |
| Current Account Balance |  |  | 7,981.62 |  |  |
| Less: Cheques drawn but not debited as at 31.03.20 (nos. ) | | | 0.00 |  |  |
| Reserve Account Balance |  |  | 40,823.45 |  |  |
|  |  |  | 0.00 |  |  |
|  |  |  | 0.00 |  |  |
|  |  |  |  |  |  |
|  |  |  |  | **48,805.07** |  |
| Signed: |  |  |  |  |  |
| Responsible Finance Officer to Lostock Gralam Parish Council  **AGAR SECTION 2** | | |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
| |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | |  |  |  | **2018/19** |  | **2019/20** | **Variance** | **Variance** | |  |  |  | **£** |  | **£** | **£** | **%** | |  |  |  |  |  |  |  |  | | 1 Balances Brought Forward | | | **48,007** |  | **50,451** |  |  | |  |  |  |  |  |  |  |  | | 2 Precept or Rates and Levies | | | **24,118** |  | **24,961** | 843 | 3.50% | |  |  |  |  |  |  |  |  | | 3 Total Other Receipts | | | **9,370** |  | **8,549** | -821 | 8.76% | |  |  |  |  |  |  |  |  | | 4 Staff Costs | | | **7,889** |  | **8,760** | 871 | 11.05% | |  |  |  |  |  |  |  |  | | 5 Loan Interest/Capital Repayment | | | **0** |  | **0** | 0 | 0.00% | |  |  |  |  |  |  |  |  | | 6 All Other Payments | | | **23,155** |  | **26,396** | 3,241 | 14.00% | |  |  |  |  |  |  |  |  | | 7 Balances Carried Forward | | | **50,451** |  | **48,805** |  |  | |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  | | 8 Total Cash and Short Term Investments | | |  |  |  |  |  | |  |  |  |  |  |  |  |  | | 9 Total Fixed Assets plus Other Long Term Investments and Assets | | | **61,065** |  | **64,141** | 3,076 | 5.04% | |  |  |  |  |  |  |  |  | | 10 Total Borrowings | | | **0** |  | **0** | 0 | 0.00% | | | | | | |  |  |  |  |  |