

WERRINGTON PARISH COUNCIL

**MINUTES OF THE ANNUAL MEETING OF THE COUNCIL
HELD MONDAY 15TH MAY 2023
WERRINGTON VILLAGE HALL**



PRESENT:

Cllrs B Hughes, J Morrison, S Hill, N Meakin, L Ibbs, P Brown

Zoë Grindey (Clerk), Gemma Keiher-Knapper (Deputy Clerk)

County Cllr R Ward

Cllrs co-opted during meeting: J Fryer, D Normington, C Brownsword, D Brindley

APOLOGIES:

None

There were 9 members of the public present

Cllr B Hughes as the current Chair opened the meeting at 19.10

AMC001/23 ELECTION OF THE CHAIR OF THE COUNCIL

Cllr J Morrison nominated Cllr B Hughes. This was seconded by Cllr P Brown and carried unanimously.

Cllr B Hughes continued as Chair of the meeting.

AMC002/23 ELECTION OF THE VICE CHAIR OF THE COUNCIL

Cllr B Hughes nominated Cllr J Morrison. This was seconded by Cllr L Ibbs and carried unanimously.

AMC003/23 ACCEPTANCE OF OFFICE

The Acceptance of Office forms for the positions of Chair and Vice Chair were signed accordingly and witnessed by the Clerk.

AMC004/23 CO-OPTION

- a) The Chair asked if any members of the public wished to be co-opted. Three residents expressed their interest, and two further residents had expressed their interest but were unable to attend the meeting.
- b) A short introduction was given by each applicant
- c) A confidential discussion was not required.
- d) A vote was taken.

- *Cllr L Ibbs proposed that J Fryer was co-opted onto the Council. This was seconded by Cllr S Hill and carried unanimously.*
 - *Cllr S Hill proposed that D Normington was co-opted onto the Council. This was seconded by Cllr L Ibbs and carried unanimously.*
 - *Cllr N Meakin proposed that C Brownsword was co-opted onto the Council. This was seconded by Cllr J Morrison and carried unanimously.*
 - *Cllr J Morrison proposed that D Brindley was co-opted onto the Council. This was seconded by Cllr P Brown and carried unanimously.*
 - *Cllr N Meakin proposed that K Griffiths was co-opted onto the Council in their absence. This was seconded by Cllr P Brown and carried unanimously.*
 - *Cllr J Morrison proposed that P Nixon was co-opted onto the Council in their absence. This was seconded by Cllr B Hughes and carried unanimously.*
- e) Those co-opted councillors present signed the relevant documentation and joined the meeting.

PCSO Paula Lowndes arrived at 19:25

AMC005/23 PUBLIC QUESTION TIME

A question was asked regarding joining the Council. It was explained that there are currently two seats vacant and how the co-option process works.

The owners of the newly opened Bobby's Ice Cream Parlour gave an introduction and some background information. They confirmed that they had not applied for planning permission, but would be doing so retrospectively. They were in the process of increasing the parking numbers to around 40/50 cars at the rear, following a number of complaints about cars being parked dangerously on the roadside of an already narrow lane. The owners explained that they had been visited by a Planning Enforcement officer and a Building Regulations officer and had been told to apply for planning permission. The owners stated that they would like an additional gate to allow for entrance and exit points separately.

A resident asked if a meeting could be arranged with the developers of the new housing development. It was agreed that a working group would be set up to monitor the development, with monthly/bi-monthly meetings with affected residents and developers (where possible). Security cameras with lights have been erected, with the light shining directly into a resident's property. Sand from the site is also blowing over nearby properties and roads.

A member of the Bowling Club reported three incidents of young people getting onto the bowling green through the damaged fencing.

PCSO Lowndes reported that a burglary had taken place at a property on Ash Bank Road.

AMC006/23 APOLOGIES

See above.

AMC007/23 MINUTE OF LAST MEETINGS

The minutes of the following meetings were reviewed for accuracy.

- a) The last Annual Meeting held 16th May 2022
- b) Full Council Meeting held 17th April 2023

Cllr J Morrison proposed that the minutes were approved. This was seconded by Cllr P Brown and carried.

AMC008/23 ACTIONS

The action plan was reviewed. Cllr R Ward updated his actions. Cllr D Normington raised the issue of parking outside of the Co-op. The issue of parking was discussed, including the parking on the corners of Uplands Avenue. The Deputy Clerk will request traffic monitoring which Cllr R Ward agreed to fund.

Cllr R Ward left the meeting at 20:25

The purchase of two posts for mobile speed signs had previously been approved.

The repairs to the shed at Meigh Road car park were now complete. Reports have been received of young people climbing onto the flat roof of the shed. It was agreed that anti-climb paint and warning stickers could be purchased, up to a maximum cost of £500.

AMC009/23 REVIEW OF DELEGATION ARRANGEMENTS

It was agreed that current delegation arrangements for committees and the Clerk will remain the same.

AMC010/23 TERMS OF REFERENCE

The terms of reference for the Planning and Risk & Asset Management Committees were reviewed. It was agreed that these would remain the same.

AMC011/23 COMMITTEES AND PANELS

- a) Planning Committee – Cllrs J Morrison, B Hughes, S Hill, P Brown and N Meakin were appointed, but all members can attend this committee.
- b) Risk & Asset Management Committee – Cllrs C Brownsword, D Normington and S Hill were appointed.
- c) Highways Working Group – Cllrs D Brindley, L Ibbs, D Normington, C Brownsword and J Fryer were appointed.
- d) Disciplinary Panel – Cllrs B Hughes, J Morrison and N Meakin were appointed.
- e) Grievance Panel – Cllrs B Hughes, J Morrison and P Brown were appointed.
- f) Appraisal Panel – Cllrs B Hughes and J Morrison were appointed.
- g) Climate Change Working Group – Cllrs J Morrison, D Normington and J Fryer were appointed.
- h) Housing Development Working Group – Cllrs N Meakin, P Brown, B Hughes and C Brownsword were appointed.

Members of the public left the meeting at 20:50

AMC012/23 REPRESENTATIVES

The following representatives were appointed:

- a) Wetley Moor Committee – Cllr J Morrison
- b) Parish Assembly – Cllrs B Hughes, P Brown
- c) Village Hall Committee – Cllrs S Hill, L Ibbs

AMC013/23 CONTACT COUNCILLORS

The following Councillors were appointed as contacts for the following:

- a) Allotments/Memorial Stone/Notice Board/Flagpole – Cllr K Griffiths
- b) Footpaths - (North) Cllr P Nixon and (South) Cllr D Normington
- c) Meigh Road Playing Fields – Cllr L Ibbs
- d) Sports Ground – Cllr P Brown
- e) Land off Whitmore Avenue – Cllr N Meakin
- f) Delivery of flowers to residents 90+ - Cllr B Hughes

AMC014/23 DOCUMENT REVIEW

- a) Standing Orders – these were agreed.
- b) Financial Regulations – these were agreed.

AMC015/23 ACCOUNTS

The following accounts were reviewed and approved.

- a) April accounts
- b) Next month's payment schedule

AMC016/23 STAFF REPORTS

- a) Clerk's report – an update was provided.
- b) Deputy Clerk's report – an update was provided regarding the sports ground, Millennium Rock and work at the allotments. The Deputy Clerk requested that she could obtain quotes to dig out the mound at the top corner of the sports ground, to increase the parking capacity. It was agreed that this would be an item for the June agenda.

It was agreed to discuss item 19 of the agenda, Quotes for defibrillator. The Deputy Clerk provided the quotes and explained the options. A discussion was held.

Cllr J Morrison proposed moving the defibrillator to the gate at the sports ground, connected by electricity cable. This was seconded by Cllr C Brownsword and carried.

It was agreed that the generator for the Fun Day at Meigh Road could be stored in the shed if delivered early. This would need to be covered by the Volunteer's insurance.

- c) Village Warden's report – an update was provided.

AMC017/23 REPLACEMENT PHONE

The Clerk requested a replacement work phone as her current one is now over 5 years old and no longer receives software updates. It is struggling with access to the CCTV camera as it is taking up most of the memory, and the battery life is diminished. A discussion was held. It was agreed that a new phone could be purchased, and the Clerk would investigate which option offered the best value for money.

AMC018/23 CORRESPONDENCE

- a) Offer of bench – the Chair explained the offer of a bench from Johnstone Avenue. Following discussion, it was agreed that the bench could be moved to the shed on Meigh Road and possibly offered to the Bowling Club.

AMC019/23 COUNCILLOR UPDATES/ITEMS

There were no updates.

MEETING CLOSED AT 21:50

DATE OF NEXT ANNUAL MEETING OF THE COUNCIL IS MAY 2024 (TBC)

DATE OF NEXT FULL COUNCIL MEETING IS 12TH JUNE 2023