

**MINUTES OF THE MEETING  
OF BULKELEY AND RIDLEY PARISH COUNCIL  
HELD ON TUESDAY 16<sup>TH</sup> MAY 2017**

**Present:** - Councillors Idina Hastings, Mike Dixon, Sue Dixon, Linda Gaden. David Edwards, Andrew Mitchell, James Weddell, Jonathan Knight.  
Mrs Ruth Shackleton (Clerk).

1. **APOLOGIES**

Councillors Mike Hassall, Peter Groves. CEC Cllr Stan Davies.

2. **DECLARATION OF INTERESTS**

Councillors were invited to declare pecuniary or non-pecuniary interests arising from matters on the agenda.

Cllr Mitchell declared a non-pecuniary interest in item 15.1 of the minutes.

Cllr Knight declared a pecuniary interest in item 15.1 of the minutes.

Cllr M Dixon declared a non-pecuniary interest in item 22 of the minutes.

3. **ELECTION OF CHAIRMAN**

**Resolved:-** It was proposed by Cllr M Dixon and seconded by Cllr Gaden that Cllr Hastings be elected as Chairman for 2017 - 18. The Chairman duly signed the Acceptance of Office.

4. **ELECTION OF VICE CHAIRMAN**

**Resolved:-** It was proposed by Cllr Hastings and seconded by Cllr Gaden that Cllr Groves be elected as Vice Chairman for 2017 - 18. The Vice Chairman is to sign the Acceptance of Office.

5. **CHAIRMAN'S REPORT**

See attachment for Chairman's Report.

6. **APPOINTMENT OF OFFICERS**

Bickerton Burial Board Representatives:- Cllr Groves

Association of Parish Councils Representatives:- Cllrs Hastings and Cllr M Dixon

Bank Signatories:- Cllr Hastings, Cllr Groves and Cllr S Dixon

Bunbury Charities:- Cllr Hassall

**Resolved:-** That the Council agree to the above appointments. Proposed by Cllr Knight and seconded by Cllr Weddell.

7. **APPROVAL OF THE MINUTES**

**Resolved:-** That the Council approve the minutes of the Parish Council meeting held on 21<sup>st</sup> February 2017. Proposed by Cllr M Dixon and seconded by Cllr Mitchell.

8. **MATTERS ARISING FROM THE MINUTES**

8.1 Website:- Cllr Weddell spoke to the meeting about reviewing the Council's website to increase the amount of information e.g. history of the local area, photographs, links to CEC planning,

8.2 Planning:- the Council are to query the work carried out re planning application 0462N.

8.3 Best Kept Village:- Cheshire Community Action are not holding the Community Pride Award this year and will be reintroducing the Best Kept Village Award in 2018.

9. **OPEN FORUM**

No members of the public were present.

10. **POLICING**

Report from the Police Cluster Meeting:-

Cllr Hastings attended the police cluster meeting on Wednesday 26th April at the Goodwill Hall Faddiley. Eight parishes were represented and a representative from Cheshire East also attended.

All figures relate to the period 1st January to 31st March 2017

Anti Social Behaviour:- Across the Wrenbury cluster area there were 14 personal ASBs, 8 nuisance and no environmental incidents. None were recorded in Bulkeley or Ridley and none at Peckforton Castle.

Road Traffic Accidents:- 4 with injury, no fatal and 14 damage only cases. Our stretch of the A534 saw 6 incidents; 3 damage only and 3 with injury. One occurred near Ridley Green barns where workmen are currently reconfiguring the kerb. One was at the turning opposite David Edwards' farm and 5 down the Wrexham Road. All injuries were minor.

Crime:- 28 offences were recorded; 4 burglary, 3 criminal damage, 1 drug, 4 public order, 3 theft/stolen goods, 1 vehicle and 12 violence against the person.

One case of violence appeared to have happened on the Whitchurch Road in Ridley when a quad bike was allegedly driven into a pedestrian, causing no injury. This was in connection with hunt saboteur activity and was subsequently found not to have happened. There were no other crimes in Bulkeley or Ridley in this period.

The next meeting will be held on Thursday 13th July.

11. **RESPONSIBLE FINANCIAL OFFICER**

**Resolved:-** That the Council confirm the appointment of Ruth Shackleton as Responsible Financial Officer. Proposed by Cllr Hastings and seconded by Cllr M Dixon.

12. **INTERNAL PROCEDURES**

To confirm adoption of the following (as circulated):-

- Code of Conduct
- Standing Orders
- Financial Regulations
- Risk Assessment

**Resolved:-** That the Council agree to the following:-

- To adopt the Code of Conduct for Members. Proposed by Cllr Weddell and seconded by Cllr S Dixon.
- To defer the adoption of the updated Standing Orders further to amendments.
- To defer the adoption of the updated Financial Regulations further to amendments.
- To adopt the Risk Assessment. Proposed by Cllr Edwards and seconded by Cllr Hastings.

13. **ANNUAL AUDIT**

13.1 To agree to appoint Richard Salmon to carry out the internal audit:-

**Resolved:-** That the Council agree to appoint Richard Salmon to carry out the internal audit. Proposed by Cllr Mitchell and seconded by Cllr Gaden.

13.2 To accept and approve the Annual Governance Statement:-

**Resolved:-** That the Council agree to approve the Annual Governance Statement. Proposed by Cllr Hastings and seconded by Cllr Knight.

13.3 To accept and approve the Annual Return for Audit purposes (see attachment):-

**Resolved:-** That the Council agree to approve the Annual Return. Proposed by Cllr S Dixon and seconded by Cllr Hastings.

14. **FINANCIAL REPORT**

14.1 To accept and approve the following payments:-

The Council approved the following payments:-

Chq No	Date	Reason	Amount
194	16/05/17	Running Costs	£ 30.40
195	16/05/17	Website Costs	£ 72.00
196	16/05/14	Bickerton Village Hall (Room Hire)	£ 26.50
197	16/05/17	NMHD Parish Council (Clerks Audit Training)	£ 15.00
198	16/05/17	Richard Salmon (Internal Audit)	£ 30.00
199	16/05/17	CHALC (Annual Subs)	£101.15
200	16/05/17	Community Lincs (Insurance)	£191.59
201	16/05/17	Kevin Jones (village maintenance)	£ 90.00
202	16/05/17	Radar Gun	£ 97.50
202	16/05/17	N Jones (mow playing fields)	£ 75.00

The Clerk was paid by Standing Order.

Balance at bank as at 30/04/17:- £3,936.84

**Resolved:-** The above payments were proposed by Cllr S Dixon and seconded by Cllr Hastings.

14.2 **Receipts:-**

Precept received:- £1,750.00

15. **PLANNING UPDATE**

15.1 See the Planning Applications register attached for details of all applications received.

15.2 **Application:-**

Planning Appeal: 16/6202N - Outline application for 13 dwellings with access off Mill Lane including 5 affordable homes: all matters reserved except access at Land off MILL LANE, BULKELEY

The Council have no further observations in respect of the above appeal.

16. **HIGHWAYS**

Speedwatch:- The speed gun has been purchased. Cllr Hastings has circulated reports to councillors following each session attended by local volunteers and the police.

17. **BUNBURY CHARITY REPORT**

Nothing to report.

18. **VILLAGE MAINTENANCE**

18.1 Village:- Kevin Jones is to continue to carry out village maintenance.

18.2 Playing Field:- The Council agreed for Nick Jones to carry out the mowing of the playing field as and when required over the summer and to pay in advance for the work.

19. **BICKERTON VILLAGE HALL**

Cllr Hastings updated the meeting regarding the setup of the BVH committee and sub sections.

20. **CLERKS REPORT**

Nothing further to report.

21. **PENSION**

The staging date for Automatic Enrolment for Bulkeley and Ridley Parish Council is 1<sup>st</sup> May 2017.

The council has a statutory duty to have a pension scheme in place. Therefore the Council's pension scheme has been set up with NEST (National Employment Savings Trust – a pension scheme provider established by the government).

The clerk is deemed as an entitled worker which means she has the right to join a workplace pension scheme.

In accordance with statutory legislation, a letter has been sent to the Clerk to explain the situation and to ask whether she wishes to join the pension scheme. The Clerk has replied to advise that at present she does not wish to join the workplace pension scheme. The Declaration of Compliance is due to be completed to confirm that the Council has fulfilled its legal duties.

22. **CHESHIRE COMMUNITY ACTION**

The Council considered whether to renew membership.

**Resolved:-** The Council agreed not to renew membership of Cheshire Community Action.

23. **CORRESPONDENCE**

The list of correspondence received has been distributed to councillors.

Letters of thanks have been received from Tattenhall First Responders and North West Air Ambulance for the recent donations by the Council.

24. **NEXT MEETING OF THE PARISH COUNCIL**

The date of next meeting is Tuesday 19<sup>th</sup> September 2017.

**PART 2**

1. **PRESS AND PUBLIC**

**Resolved:-** The Council agreed to exclude the press and members of the public

2. **CLERK'S SALARY**

**Resolved:-** The Council agreed to increase the Clerk's salary to SCP26 at rate of £12.161 per hour. Proposed by Cllr S Dixon and seconded by Cllr Mitchell.

### **Annual Parish Meeting**

In the absence of any members of the public there was no consideration of this item.

**Website:- [www.bulkeleyandridleypc.org.uk](http://www.bulkeleyandridleypc.org.uk)**