

**MINUTES OF THE MEETING  
OF BULKELEY AND RIDLEY PARISH COUNCIL  
HELD ON TUESDAY 15<sup>TH</sup> MAY 2018**

**Present:** - Councillors Idina Hastings, Mike Dixon, Sue Dixon, Linda Gaden, Andrew Mitchell, James Weddell, Mike Hassall, Peter Groves, Jonathan Knight. CEC Cllr Stan Davies. Mrs Ruth Shackleton (Clerk).

1. **APOLOGIES**

Councillor David Edwards.

2. **DECLARATION OF INTERESTS**

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

None were declared.

3. **ELECTION OF CHAIRMAN**

**Resolved:-** It was proposed by Cllr Groves and seconded by Cllr Gaden that Cllr Hastings be elected as Chairman for 2018 - 19. The Chairman duly signed the Acceptance of Office.

4. **ELECTION OF VICE CHAIRMAN**

**Resolved:-** It was proposed by Cllr Hastings and seconded by Cllr Weddell that Cllr Groves be elected as Vice Chairman for 2018 - 19. The Vice Chairman duly signed 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 Groves and seconded by Cllr Knight.

7. **APPROVAL OF THE MINUTES**

**Resolved:-** That the Council approve the minutes of the Parish Council meeting held on 20<sup>th</sup> February 2018. Proposed by Cllr S Dixon and seconded by Cllr Groves.

8. **MATTERS ARISING FROM THE MINUTES**

8.1 Speeding Checks:- Cllr Hastings is to place a request with PC Sharon for police speed checks.

8.2 Grit Bin at Mill Lane:- This has been replaced with a new grit bin.

8.3 Potholes:- Located on Cholmondeley Lane have been reported to CEC.

8.4 Spring Clean:- At the Great British Spring Clean organised by Cllr Weddell, two new residents showed interest in helping with litter picking, but no volunteers have come forward after a request for regular help.

8.5 Road Signage:- The Clerk is to report all 40mph repeater signs on the A534 through Bulkeley are dirty and need cleaning.

8.6 Overgrown Hedge:- The Clerk is to report to CEC the overgrown hedge located between Hitchens Lane and The Stud.

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 25<sup>th</sup> April.

Due to changes in the incident recording system on 5th March, ASB and RTC data is not currently available from that date.

There were no incidences of any description in Bulkeley but Ridley had a cannabis farm! The house next to Skip Brown's was raided and 50 plants were seized. Across the cluster 52 crimes had been recorded, most of them were public order offences and violence against the person. Hunt saboteurs wearing balaclavas attacked people and vehicles at Cholmondeley, and Peckforton Castle saw incidences of drunken behaviour. The area around Faddiley, Brindley and Burland had quite a few burglaries and violence against the person; even more than Wrenbury which usually figures highly in the data. At Pinsley Green someone took the keys of a farm machine because it was working too early in the morning!

There were 19 traffic accidents. The nearest one to our area was a woman who was hit by a car just past the Poacher and sustained head injuries. This was one of 4 incidents with injuries; the other 15 were damage only.

Carol, an officer from Cheshire East, told us Alpraham, which already has 2 speed cameras, had installed a solar powered SID. In just two weeks, the SID had recorded average speeds of 80mph between the hours of 6pm and the early hours of the morning, with one vehicle doing 120mph. The camera that records traffic speeds heading for Chester wasn't working, but the other camera caught 538 speeders. The camera at Spurstow caught 110 but the one at Bunbury Heath only had 84.

The next cluster meeting will be on 24th July.

11. **RESPONSIBLE FINANCIAL OFFICER**

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

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 Groves and seconded by Cllr Knight.
- To defer the adoption of the updated Standing Orders further to amendments.
- To defer the adoption of the updated Financial Regulations. Proposed by Cllr Groves and seconded by Cllr Hastings.
- To adopt the Risk Assessment. Proposed by Cllr Groves and seconded by Cllr Hastings.

13. **GDPR**

The Clerk has attended a training session held by CHALC and is in the process of collating the templates provided by CHALC in order to comply with GDPR regulations.

14. **ANNUAL AUDIT**

14.1 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. The Council received the Internal Auditors report and noted the following:-

The Internal Auditor is satisfied that there are no matters for concern along with a note to advise that the Standing Orders adopted in September 2017 have now been superseded by the Model Standing Orders 2018 which include the right of a person to film, photograph and audio the proceedings, responsibilities to provide information and responsibilities under Data Protection Legislation.

Proposed by Cllr Hassall and seconded by Cllr Knight.

14.2 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 Groves.

To accept and approve the Risk Assessment:-

- **Resolved:-** That the Council agree to approve the Risk Assessment. Proposed by Cllr Hastings and seconded by Cllr Groves.

14.3 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 Hastings and seconded by Cllr Groves.

15. **FINANCIAL REPORT**

15.1 To accept and approve the following payments:-

The Council approved the following payments:-

Chq No	Date	Reason	Amount
216	15/05/18	Running Costs	£ 20.85
217	15/05/18	Bickerton Village Hall (Room Hire)	£ 27.50
218	15/05/18	Richard Salmon (Internal Audit)	£ 30.00
219	15/05/18	Signmaster (website costs)	£ 72.00
220	15/05/18	CHALC (Annual Subs)	£ 104.04
221	15/05/18	Community Lincs (Insurance)	£ 191.59
222	15/05/18	Kevin Jones (village maintenance)	£ 180.00
223	15/05/18	N Jones (mow playing fields)	£ 250.00

The Clerk was paid by Standing Order.

Balance at bank as at 12/04/18:- £4,071.95

**Resolved:-** The above payments were proposed by Cllr Hassall and seconded by Cllr Knight.

15.2 Receipts:-

Precept received:- £2,003.50

15.3 VAT Return:-

The VAT return for £113.32 has been submitted to HMRC for the period 1<sup>st</sup> April 2016 – 31<sup>st</sup> March 2018.

16. **PLANNING UPDATE**

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

17. **HIGHWAYS**

Speedwatch:- regular updates from the sessions are circulated to Cllrs.

18. **BUNBURY CHARITY REPORT**

Cllr Hassall updated the meeting regarding recent applications made to the Bunbury Charity.

19. **BICKERTON VILLAGE HALL**

Cllr Hastings updated the meeting regarding the finances of BVH and forthcoming events.

20. **VILLAGE MAINTENANCE**

20.1 Village:- Kevin Jones has picked up litter especially in the laybys and has removed the broken bench by Mill Grove. He will fix the Edward Morgan bench as soon as possible.

20.2 Playing Field:- Nick Jones has cut the playing field and agreed to cut the grass throughout the summer. He has been paid £250 for the 3 cuts already done and 7 more cuts in advance. A receipt is to be requested.

21. **NOTICEBOARDS**

The noticeboards are flaking due to varnish being used. The Council agreed to contact Dave Ackerley to provide a quote to stain the noticeboards instead of using varnish.

Cllr Weddell agreed to secure the noticeboard on Mill Lane as it is rocking.

22. **LAYBYS**

The Council considered whether to request a notice directing people to the picnic centre and toilets at Broxton but decided not to as it is now privately owned.

23. **CHESHIRE COMMUNITY ACTION**

The Council considered whether to renew membership.

**Resolved:-** The Council agreed to renew membership of Cheshire Community Action. Proposed by Cllr Mitchell and seconded by Cllr Weddell.

24. **HEALTHWATCH CHESHIRE EAST PRIORITIES SURVEY**

The Council considered how to respond to the survey and agreed to do so on an individual basis.

25. **CLERKS REPORT**

Nothing further to report.

26. **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.

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

The date of next meeting is Tuesday 18<sup>th</sup> September 2018.

**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 SCP27 at rate of £12.161 per hour. Proposed by Cllr Groves and seconded by Cllr Weddell.

**Annual Parish Meeting**

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