

POULTON & PULFORD PARISH COUNCIL

Minutes of meeting held on 13th May 2015 at the Village Hall Pulford

PRESENT : Cllr Fair (Chairman) ; Cllr Fay; Cllr Moore ; Cllr West ;
Cllr Clark ; Cllr Ewins ; Cllr Pryce

There were 3 members of the public present.

1 – Apologies – Cllr Board’s apology accepted

2 – Elections for 2015/16

2.1 – Cllr Fair elected Chairman unanimously – proposed by Cllr Moore, seconded by Cllr Clark

2.2 – Cllr Fay elected Vice Chairman unanimously – proposed by Cllr Fair, seconded by Cllr Ewins

2.3 – Cllr Fair proposed a Vote of Thanks to Cllr Board for all his hard work and dedication as retiring Chairman.

2.4 – The Clerk received all the Declarations of Acceptance of Office from the Cllrs present and reminded Cllrs of the need to submit their Register of Interest to him by May 31st 2015.

3 – Adoptions and Appointments

3.1 – Adopted - Code of Conduct as per Cheshire West & Chester Council 26th July 2012

3.2 – Adopted – Council’s Standing Orders

3.3 – Adopted – Financial Regulations in Council’s Standing Orders (3.2)

3.4 – Appointed – J B Evans as RFO

3.5 – Appointed – JDH Business Services to continue as Internal Auditors

3.6 – HSBC for Current Account and Santander Business Reserve for Savings Account.

3.6.1 Expenditure and Funds Transfer to be approved at each PC meeting. Signatories on both mandates to be Cllrs Fair, Fay, Board, Moore, West, Ewins. Payment authorisation by any two of above signatories.

3.7 – Insurance continues with Zurich Municipal.

3.8 – Risk Assessment monitoring – the following Cllrs were nominated to inspect designated Parish locations fortnightly and alert the Clerk to any problem : -

Playing Field	Cllr Ewins
Church Bank	Cllr Moore

Spinney	Cllr Clerk
Bus Shelter	Cllr Board
War Memorial	Cllr Board
Pulford Notice Boards x 3	Cllr Board
Poulton Notice Board	Cllr Fay

Any other risks to be reported to the Clerk and a summary produced at each Council meeting

4 – Dates for Future Meetings

Cllr Fay proposal that meetings should take place quarterly was accepted unanimously. It was agreed that dates for 2015/16 would be :-

July 29th : October 28th : January 27th : April 27th - all starting at 7pm in Pulford Village Hall

5 – Declaration of Interest – none declared

6– Suspension of Standing Orders – no issues raised

7 – Minutes of March PC meeting - Approved

8 – Progress Reports

8.1 – Old Lane mud problem still unresolved – c/f

8.2 – Distribution of Highways leaflet to farmers – c/f

9 – Planning – no comments

10 – Finance – the following were approved

10.1	£ 5500	Parish Precept
10.2	£ 18	Cheshire Playing Fields Association 2015/2016
10.3	£ 139.20	CHALC Affiliation Fee 2015/2016
10.4	£ 151.71	Clerk's Salary Apr to June 2015
10.5	£ 855.25	PBL Loan Repayment April 2015
10.6	£ 339.50	Zurich Insurance Renewal June 2015 to May 2016
10.7	£ 16.50	Autela Payroll Services Invoice No 6388 Apr-June 2015
10.8	£ 74.40	Pixpective Media Web Hosting May 13 th 2015 to May 12 th 2016

10.9	£ 120.00	Pixpective Media Web Site Amends May 13 th 2015 to May 12 th 2016
10.10	£ 149.00	Convex Bus Shelter Mirror
10.11	£ 5000	Transfer of funds to Santander Savings Account
10.12		Draft Parish Accounts April 2014 to Mar 2015
10.13		Autela Payroll Processing Increase

11 – Correspondence for Information

The Clerk indicated that to alleviate Cllr Information Overload he would be more selective in the correspondence forwarded to the Cllrs

12 – Clerk’s Report & Queries

12.1 – Risk assessment formal procedure - see item 3.8

12.2 – Traffic Calming measures – the Highways report has just been produced. It suggests speed limits of 50mph – Straight Mile ; 40 mph – Old Lane ; 30 mph The Green. Highways to be asked what room for negotiation on these limits, the speed restriction options, and the costs to the Parish Council. In particular it was suggested a 30mph speed limit should extend back past the Old School House or possibly over the whole area – **Action Clerk**

12.3 – No further definite information on extended Railway Crossing Closures – c/f

12.4 – Streetscene vegetation issues – complete

12.5 – The meeting congratulated Jim Dryland on reaching the final of the CW&C Excellence Awards

12.6 – Cheshire village quiz subscription request was rejected

12.7 – The 200 metres of Dodleston Lane from the B5445 junction and the 100 metres of pavement alongside the Spinney from the Old Lane junction with the B5445 have been submitted for SMRP consideration – c/f

12.8 – Cllr Board has a set of Playing Field keys. It was suggested that Jim Dryland is asked to continue as the Playing Field key holder – **Action Cllr Fair & Clerk**

13 – Councillors Reports, Future Agenda Items, Any Other Business

13.1 – Review of Playing Field Project – Cllr Ewins updated the meeting on visits to similar play areas. The focus now is on the Open Day on June 10th from 6 to 8 pm. This will finalise the proposal for the WREN bid submission in July 2015. John Seiler will be responsible for the tendering process. If successful the project could start in Sept 2015 and complete in 2016.

Consideration needs to be given to setting up a “Friends Society”, obtaining support from local businesses and publicising the Open Day. – **Action Cllr Ewins and Clerk**

13.2 – No further action on Grosvenor Pulford chimney

13.3 – Gulley cleaning – completed

13.4 – Traffic reports – Jim Dryland to be asked to continue with these – **Action Cllr Fair & Clerk**

13.5 – Bus shelter mirror placement – Cllr Moore has received advice from Highways

13.6 – Citations for Village Champions – c/f

13.7 – Village Hall Committee have approved the need for a Defibrillator. **Cllr West to progress options with the Clerk**

13.8 – Eaton Hall meeting was rearranged so Cllr Fay could not attend

14 – Date and Time of Next Meeting.

Wednesday 29th July 2015 from 7 pm in Pulford Village Hall

Signed as Correct : -	Date : -
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