

Meeting of Little Leigh Parish Council held on 19 April 2018 in Little Leigh Village Hall at 7.15pm

1) Attendance Councillors Beecroft, Jones, King, Kirkland, McSweeney, Tomlinson and Williamson were present with apologies from CWAC Councillors Gibbon and Wright. The Chairman welcomed councillors to the meeting which he opened at 7.15 pm.

2) Declarations of interest

As all the parish councillors lived in the village they all had personal interests. In addition Cllr Jones was a trustee of the Little Leigh Community Trust and Councillors Jones, King and McSweeney were trustees of the Village Hall Committee.

3) There were no public submissions

4) **Minutes of Meeting held on 8 March 2018**

Resolution 1 19.04.18 : Council approved the minutes of the meeting held on 8 March 2018 as being a true record of that meeting.

Proposed Cllr King Seconded Cllr Kirkland

Voting Unanimous

5). **Clerks report**

- **Litter picking** road adopters had met on 7 April and subsequently had held a litter pick.
- Health and safety risk assessments had been performed and issued and pickers had signed the code of practice.
- Some roads had not been adopted so a further appeal would be placed in Grapevine.
- Cllr Kirkland had purchased book tokens for winners of the litter picking poster competition. These had been presented at a school assembly.
- Locations for further waste bins might be identified.
- Cllr Kirkland would submit a grant application to Ward councillors for purchasing litter grabbers and high visibility tabards. This would be discussed at the May meeting.
- The Chairman would report litter in a deep ditch on Willow Green Lane near Friars Rough
- A budget for wheelie bin stickers would be discussed at the May meeting.

- **Potholes** on Hole House Lane and Smithy Lane had been repaired. Four councillors had volunteered to report remaining potholes using CWAC's SMYLE app.

- The Chairman, Clerk and Cllr King had visited **Cheshire Safety Central** and the Chairman had recommended to the school that they should visit. The venue might also be suitable for a youth club visit.

- The Canal and Rivers Trust had indicated that **Bridge 204** on the Trent and Mersey canal would not be repaired in this financial year.

- Several successful **village events** had been held including a film and lunch, a quiz evening, and a village walk.

- A **family fun day** would be held on 23 June

- Arrangements were in hand for the 11 November Beacon event.

- *Resolution 8: 19/04/18 _ Council reviewed and approved the significant variations between the years ended March 31 2017 and 2018
Proposed Cllr King seconded Cllr McSweeney Voting unanimous*
- *Resolution 9: 19/04/18 _ Council approved the Accounting statements for 2017/18 and the Chairman and Clerk signed the form
Proposed Cllr McSweeney seconded Cllr King Voting unanimous*
- *Resolution 10: 19/04/18 _ Councillors decided to appoint Mr Swallow of Chris Swallow Ltd as the internal auditor.
Proposed Cllr King seconded Cllr Beecroft Voting unanimous*
- *Resolution 11: 19/04/18 _ Councillors agreed to hold the clerks hours to 6 a week and to hold the salary scale point at an hourly rate of £11.78 per hour. The Clerk had been working additional hours to produce the end year financial papers so the council agreed to pay her an additional 7 hours for this work.
Proposed Cllr McSweeney seconded Cllr Beecroft Voting unanimous with Cllr King abstaining*

8) General Data Protection Regulations

- Cllr King had attended ChALC training and reported that GDPR dealt with the information the parish council held, the length of time for which it was retained and security rules. It was designed as 'light touch' regulation.
- The parish council held no sensitive information, did not pass data on to third parties and had no personnel records.
- Councillors decided to adopt the Personal Data Management and Audit Policy which the Clerk had prepared using the ChALC template. This policy would be placed on the parish council website and people contacting the parish council would be directed to this policy.
- Further ChALC guidance was anticipated, eg in redacting information on planning applications.

9) Planning

- Kingsley Runcorn Road- no objection although councillors had commented that a pitched roof for the extension would be preferable to the proposed flat roof. The planning officer considered that a pitched roof would have a greater impact on the adjoining property
- Garage at Parklands- parish council comments are pending
- Cllr Beecroft would seek advice from CWAC on the state of play with the Horns/Marco Marco site on Warrington Road.
- The Chairman would approach CWAC planning enforcement re the untidy state of the Cherry Tree nursery site in Smithy Lane.

11) Matters for next meeting

Potholes and family fun day 23 June

12) Date of next meeting 10 May 2018 at 7.15pm.

Provisional future meeting dates which are subject to change: 5 July, 13 September, 8 November. The meeting closed at 8.20pm