

Approved at a meeting of Farndon Parish Council held on 1 June 2021.

Farndon Parish Council

<p style="text-align: center;">MINUTES OF THE ANNUAL MEETING OF FARNDON PARISH COUNCIL HELD ON TUESDAY 4th MAY 2021 AT 7.30PM, VIRTUALLY VIA ZOOM.</p>
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Present: Cllr P Fish, Cllr S Rowlandson, Cllr M Jones, Cllr L Morris, Cllr H Williams, Cllr D Finlay, Cllr F Henderson, Cllr P Amphlett and Cllr V Roberts.

In attendance: Ward Cllr P Roberts, M Brazil representing CWAC, B Fish representing Farndon War Memorial Hall Committee.

Cllr Fish, outgoing Chair, extended thanks to all for help and support during her term in office.

78.21. APPOINTMENT OF CHAIRMAN.

Cllr Fish, the Chairman, called for nominations for the new Chairman. Cllr S Rowlandson was nominated by Cllr Fish, seconded by Cllr Roberts.

No further nominations were put forward.

Resolved: that Cllr Rowlandson is appointed Chairman of the Parish Council for the forthcoming year. All agreed.

Cllr Rowlandson extended thanks to Cllr Fish for her efforts and enthusiasm during her term in office.

79.21. ACCEPTANCE OF OFFICE.

Cllr Rowlandson signed the Chairman's Declaration of Acceptance of Office.

Resolved: Noted.

80.21. APPOINTMENT OF VICE CHAIRMAN.

The Clerk confirmed that there had been a tie in votes received for the election of Vice Chair. The Chairman exercised the casting vote.

Resolved: that Cllr D Finlay is appointed Vice Chairman of the Parish Council for the forthcoming year.

81.21. COUNCILLOR VACANCY.

The Clerk confirmed that following notice having been given by CWAC an election had not been called and that the Parish Council could now proceed to fill the vacancy by co-option. The vacancy had been advertised with a closing date of 21 May 2021.

Resolved: Noted.

82.21. APOLOGIES FOR ABSENCE.

Apologies for absence were received from Cllr J Hillyer and PCSO R McKeivitt.

Due to IT/broadband connectivity issues Ed Trevor Barnston was unable to successfully join the meeting.

Resolved: that the apologies be noted.

83.21. DECLARATIONS OF INTEREST.

No declarations of interest were made.

84.21. OPEN FORUM.

Nothing raised.

ITEM 102.21. FARNDON WAR MEMORIAL HALL ANNUAL REPORT was brought forward on the Agenda and discussed at this point, after which Mr B Fish left the meeting. The minute can be read in full at 102.21 in the Minutes.

85.21 CWAC. (This item was discussed after 86.21 due to IT difficulties joining the meeting).

Mark Brazil, a senior Officer from Street Scene, CWAC, was in attendance to listen to concerns regarding Parish Council long standing unresolved issues. Background to all of the below was given and the resolves were as follows:

- (i) PROW: Mark explained that there was a considerable backlog and that more staff were needed. He would raise the issue of additional resources being brought in to address the backlog with the interim Highways manager. If there was no resolve from this course of action Ward Cllr Paul Roberts should take the issue up directly with the Chief Executive. Cllr Roberts to address through the Chief Executive if there had been no acceptable progress by the June Parish Council meeting.
- (ii) Planning applications: Mark explained that the Planning service had been hard hit during Covid and there was a backlog. He agreed to raise the issue of two longstanding applications directly with the Head of Planning. The Clerk to forward application reference numbers to Mark.
- (iii) Potholes: Mark explained re intervention levels and urged the CWAC reporting App be used to report issues. Issues could also be escalated via this method of reporting. Service requests should be shared with both Mark and Cllr Roberts and Mark would arrange for 'chase ups'. He offered to arrange for an engineer to attend one of the PCs meetings to talk about intervention levels and the mechanism for repair.
- (iv) Memorabilia: Mark agreed to speak to the officer that had previously met with the PC to chase progress and to address the remaining memorabilia going forward under CWAC protocols.

The Clerk asked that thanks be conveyed to the Farndon Network Steward, John Barnes and also Hilary Smith, Rural localities Team for their readiness to help and support to the Parish Council.

Thanks were extended to Mark for attending the meeting and he left at this point.

86.21. COMMUNITY SAFETY.

Monthly report had been circulated prior to the meeting. PCSO McKevitt was not in attendance. Further discussed:

- (i) A letter of concern had been raised regarding parking on the High Street. **Resolved:** Clerk to write to The Hare to ask if they could encourage their customers to use their car park as opposed to parking on the road.

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87.21. BOROUGH COUNCILLORS REPORT.

Monthly report had been circulated prior to the meeting. Cllr P Roberts was in attendance and further reported:

i) Litter bins in laybys: CWAC have committed to twice weekly litter picks of laybys to identify where reinstallation of bins is warranted.

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88.21 MINUTES OF THE ANNUAL PARISH MEETING.

Resolved: that the Minutes of the meeting of the Parish Council held on 6th April 2021 be confirmed as a true record and be signed by the Chairman.

Proposed Cllr S Rowlandson Seconded Cllr M Jones.

89.21. MINUTES OF THE LAST ORDINARY MEETING.

Resolved: that the Minutes of the meeting of the Parish Council held on 6th April 2021 be confirmed as a true record and be signed by the Chairman.

Proposed Cllr V Roberts Seconded Cllr P Amphlett.

90.21. MINUTES OF THE EXTRAORDINARY MEETING HELD 14 APRIL 2021.

Resolved: that the Minutes of the meeting of the Parish Council held on 14th April 2021 be confirmed as a true record and be signed by the Chairman.

Proposed Cllr P Fish Seconded Cllr H Williams.

91.21. CLERK'S REPORT.

Resolved: that the clerk's report be noted. **Further discussed:**

i) **Cremation Garden:** **Resolved:** that following receipt of Members budget funding the sub committee meet to discuss how the funding is best utilised. Applications for funding not yet open.

ii) **ACVs: The Hare:** **Resolved:** Not to list as an ACV. **Proposed Cllr V Roberts Seconded Cllr M Jones. All agreed.**

92.21. COMMITTEE MEMBERSHIP AND RESPONSIBILITIES.

Resolved: that membership and responsibility for the following committees was agreed as follows:

Ch.A.L.C. area meetings – Cllr Williams and the Clerk.

Churchyard/Cremation Garden Committee – Cllrs Roberts, Rowlandson, Fish and Morris.

Finance Working Group - Cllrs Rowlandson, Hillyer, Henderson, Morris, Finlay and the Clerk.

Planning Working Group – Cllrs Jones, Morris and Williams.

Plumpton Harding Committee – Parish Council contacts are Rev Scurr, Margaret Clarke or Clive Mason.

Farndon United Charities – Cllr Roberts.

Farndon War Memorial Hall Committee – Cllrs Hillyer and Fish.

Farndon Community Club Sub Committee – Cllrs Rowlandson, Roberts and Finlay.

93.21. APPROVAL OF STATUTORY DOCUMENTS.

Resolved: that Farndon Parish Council Standing Orders be approved without amendment. Farndon Parish Council Financial Regulations be approved without amendment and that the Risk Assessment be approved without amendment. The current Code of Conduct adopted by CWAC Council be readopted. **Proposed Cllr P Fish Seconded Cllr V Roberts. All agreed.**

94.21. ANNUAL SUBSCRIPTIONS.

Resolved: that Farndon Parish Council will renew subscriptions to the Cheshire Association of Local Councils, Playing Field Association, Cheshire Community Action and the Mid Cheshire Footpaths Society. **Proposed Cllr M Jones Seconded Cllr P Amphlett. All agreed.**

95.21. ASSETS, DEEDS AND LEASES.

Resolved: that the assets, deeds and leases held by the Parish Council are noted without amendments. **Proposed Cllr P Amphlett Seconded Cllr M Jones. All agreed.**

96.21. ANNUAL INSURANCE.

Resolved: Noted that the insurance quotation for 2021/22 had been approved at the April Meeting. The schedule remains unchanged.
Proposed Cllr V Roberts Seconded Cllr D Finlay. All agreed.

97.21. DATES AND TIMES OF MEETINGS TO BE HELD IN 2021/22.

Resolved: that Parish Council meetings will be held on the first Tuesday of each month with the exception of August.

98.21. PLANNING.

Existing applications where decision is still awaited:

17/04616/FUL Land rear of Del Rio and Rivercrest Townfield Lane Farndon Chester Construction of greenhouse (proposed) and fish food store, open barn and fish holding tanks (in retrospect).

18/03599/FUL Land at Pinnington Fields Farndon. Recreational chalet with fishing platform and change of use of land to recreational purposes (in retrospect).

20/02999/FUL Farndon Sports and Social Club Sibbersfield Lane Farndon Installation and use of replacement floodlights and fencing.

20/03952/FUL Land at Crewe Hill Crewe Hill Lane Crewe by Farndon. Installation of a ground source heat pump (part retrospective).

20/04696/S73 Former Gas Storage Site Sibbersfield Lane Farndon CH3 6NX Amendment to application 17/01363/S73 to layout and house types.

20/04780/FUL The Laurels Sibbersfield Lane Farndon CH3 6NX Single storey extensions to annex.

21/00456/FUL Ivy Cottage Barton Road Farndon Replacement of sashes, windows and doors, installation of boiler flue.

21/00937/FUL 1 Rock Cottages Church Lane Farndon Demolition of existing garden room and erection of a 2-storey rear extension, new timber garden shed and tarmacadam to existing driveway.

21/00796/FUL 36 Quarry Hill Farndon Single storey front extension.

21/00882/FUL Lewis' of Farndon The Gateway High St Farndon Retractable awning over enclosed patio.

21/00539/FUL Land at Marsh Lane Kingsmarsh Chester Erection of a stable building and a storage building for hay and straw with associated hard standing, construction of a 25m x 50m outdoor arena for exercising horses.

New applications:

21/01797/TPO St Chads Church, Church Lane, Farndon Advisory fells are to be felled as per Tree Survey.

21/00940/FUL 10 Strawberry Close Farndon Alteration to front of property to replace garage door with bay window.

21/01162/FUL 2 Smithy Cottages Churton Road Farndon Part demolition of single storey outbuildings, single storey side and first floor extension, alterations to windows/doors.

21/01315/FUL 1 Raven Close Farndon Single storey rear extension, garage conversion.

Decisions: None.

Resolved: Noted.

99.21 NEIGHBOURHOOD DEVELOPMENT PLAN.

A position report had been circulated to all Cllrs from a member of the FNDP team and the questionnaire had been delivered to all residents and businesses.

Resolved:

i) Clerk to reply to a letter received from Greyside Planning.

ii) Cllr Henderson to reply to CCA confirming the Parish Councils decision not to explore the possibility of a joint consultation with Greyside Planning.

iii) Clerk to acknowledge a letter received from Liverpool University.

Proposed: Cllr P Fish **Seconded:** Cllr D Finlay

100.21. FINANCE.

Resolved: that the payment of salaries and expenses, the payment of invoices for goods received and services rendered be approved and the receipts and balances be noted.

Proposed Cllr M Jones **Seconded** Cllr P Amphlett.

101.21 ANNUAL GOVERNANCE and ACCOUNTABILITY RETURN 2020/21 PART 3.

The Clerk tabled the Independent Report from the Internal Auditor.

Resolved: Noted.

Resolved: (i) that the Annual Governance Statement (Section 1) be approved and signed off by Cllr Rowlandson for auditing purposes.

Proposed: Cllr H Williams

Seconded: Cllr P Fish

Followed by:

Resolved: (ii) that the Annual Accounting Statements (Section 2) be approved and signed off by Cllr Rowlandson for auditing purposes.

Proposed: Cllr H Williams

Seconded: Cllr P Fish

102.21. FARNDON WAR MEMORIAL HALL ANNUAL REPORT.

A report for the year 2020/2021 was received from Mr B Fish. Thanks were extended for the £2500 granted by the Parish Council for the last year, the Memorial Hall were pleased to report however that they would not be requesting any grant monies this year. A financial report would be submitted to the Parish Council after the Hall Committee had held their AGM on 18th May. The hall would be re-opening on 17th May in line with the relaxation of some Covid restrictions.

Resolved: Noted.

103.21. NEWSLETTER.

Resolved: Items from Members to be sent to Cllr Henderson by 8 May.

104.21. CORRESPONDENCE, PUBLICATIONS AND INVITATIONS.

Received: correspondence, publications and invitations.

i) Complaint received regarding public toilets.

Resolved: Noted as having been reported to CWAC and repairs in hand.

ii) CWAC: Community Resilience Plans.

Resolved: Clerk to invite CWAC Officer to next meeting to discuss further.

iii) Co-op Local Community Fund.

Resolved: Noted that Cllr Hillyer was exploring funding through this initiative.

iv) MHCLG: Electronic Communications Infrastructure Consultation.

Resolved: Cllr Finlay to complete.

v) DCMS: Rural Broadband Consultation.

Resolved: Cllr Finlay to complete.

vi) Chalc: High Court ruling regarding cessation of virtual meetings with effect from 7 May 2021.

Resolved: Noted.

PWLB statement received to 31 March 2021.

Resolved: Noted.

viii) Request for a donation from Hope House:

Resolved: To support local Hospices only.

ix) Letter received from a member of the public outlining a proposal for an eco-build in the village. **Resolved:** Clerk to invite them to the next meeting to speak at Open Forum.

x) Thanks had been received from ex Cllr J Griffiths for the bouquet presented to her on the occasion of her stepping down from the Parish Council last month. **Resolved:** Noted.

105.21. FARNDON COMMUNITY CLUB.

Cllr Williams reported:

i) The police would be looking at the request for CCTV after the upcoming elections.

ii) No work had yet started on the hall and would not be finalised until mid-August.

Resolved: Noted.

106.21. MUGA

Cllr Henderson reported:

The MUGA Committee were currently still in discussions with Planning. A proposal to the planners had been circulated to all PC Members prior to the meeting.

Resolved: Cllr P Roberts to ask Environmental Health Services why they had not been able to attend recent meetings. Clerk to write a letter of support for the application to Cllr P Roberts, asking him to raise the issue with CWAC.

107.21 STANDING CONSIDERATION OF HIGHWAY MATTERS.

(i) Handrail at boardwalk reported as damaged.

Resolved: Noted that CWAC had the issue in hand to repair.

108.21. DATE AND TIME OF THE NEXT MEETING.

Resolved: that the date and time of the next meeting will be on Tuesday 1st June 2021 at 7.30pm. This will be a socially distanced meeting at Farndon War Memorial Hall.