

**MINUTES OF THE ANNUAL MEETING OF FARNDON PARISH COUNCIL HELD ON
TUESDAY 3rd MAY 2022 AT 7.30PM in FARNDON WAR MEMORIAL HALL**

Present: Cllr S Rowlandson, Cllr M Jones, Cllr P Fish, Cllr L Morris, Cllr H Williams, Cllr D Finlay, Cllr P Amphlett, Cllr V Roberts, Cllr M Rudd and Cllr J Hillyer.

In attendance: Ward Cllr P Roberts, B Fish representing Farndon War Memorial Hall Committee, Mrs C Taylor, Clerk.

55.22. APPOINTMENT OF CHAIRMAN.

Cllr Rowlandson, the Chairman, called for nominations for the new Chairman. Cllr F Henderson was nominated by Cllr Roberts, seconded by Cllr Jones. No further nominations had been previously received or were now put forward and all agreed.

Resolved: that Cllr Henderson is appointed Chairman of the Parish Council for the forthcoming year.

Thanks were extended to Cllr Rowlandson for her efforts and enthusiasm during her term in office.

56.22. ACCEPTANCE OF OFFICE.

Cllr Henderson had tendered apologies for the meeting and was not present. Arrangements had been made with the Clerk to sign the Chairman's Declaration of Acceptance of Office.

Resolved: Noted.

Cllr Morris assumed the position of Acting Chair for the remainder of the meeting in the absence of Cllr Henderson.

57.22. APPOINTMENT OF VICE CHAIRMAN.

The Clerk had previously called for nominations for the new Vice Chair. Cllr L Morris had been proposed by Cllr Henderson and seconded by Cllr Williams. No further nominations had been received.

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

58.22. APOLOGIES FOR ABSENCE.

Apologies for absence were received from Cllr F Henderson.

Resolved: that the apologies be noted.

ITEM 20. 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 **74.22** in the Minutes.

59.22. GENERAL PUBLIC SPEAKING TIME.

Nothing raised.

60.22. DECLARATIONS OF INTEREST.

No declarations of interest were made.

61.22. COMMUNITY SAFETY.

Police monthly report had been circulated prior to the meeting. PCSO McKeivitt was not in attendance. **Resolved:** Noted.

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62.22. BOROUGH COUNCILLORS REPORT.

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

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i) Correspondence had been received from a Denamere Lane resident regarding interactions with CWAC over the road surface and flooding issues. Cllr Roberts had reaffirmed his inability to assist as CWAC were dealing with the matter.

ii) Ukrainian refugees: Cllr Roberts extended his thanks to those offering local assistance to refugees wanting to come to the UK and noted that CWAC appeared to be doing everything they could to assist. Places for children in local schools were however proving difficult to secure.

Resolved: Noted.

63.22 MINUTES OF THE ANNUAL PARISH MEETING.

Resolved: that the Minutes of the Annual Parish meeting held on 5th April 2022 be confirmed as a true record and be signed by the Chairman.

Proposed Cllr V Roberts Seconded Cllr P Fish.

64.22. MINUTES OF THE LAST ORDINARY MEETING.

Resolved: that the Minutes of the meeting of the Parish Council held on 5th April 2022 be confirmed as a true record and be signed by the Chairman.

Proposed Cllr P Fish Seconded Cllr M Jones.

65.22. CLERK'S REPORT.

Resolved: that the clerk's report be noted.

66.22. 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/Remembrance Garden Committee – **Resolved:** To cease as originally set up to discuss the provision of a new burial ground.

Remembrance Garden Working Group – Cllrs Morris, Williams and Fish.

Resolved: This group to meet before the June meeting to discuss a layout/plan.

Finance Working Group - Cllrs Henderson, Rowlandson, Hillyer, Morris and the Clerk. **Resolved:** to incorporate Community Project Fund.
Planning Working Group – Cllrs Jones, Rudd and Williams.
Plumpton Harding Committee – Parish Council contacts are Rev Scurr, Margaret Clarke or Clive Mason. **Resolved:** Clerk to ask if PC representation is required.
Farndon United Charities – Cllrs Roberts, Amphlett and Finlay.
Farndon War Memorial Hall Committee – Cllrs Hillyer (FCC) and Fish (FPC).
Farndon Community Club Sub Committee – **Resolved:** To cease as originally set up to deal with initial FCC work schedules.

67.22. 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 revised Code of Conduct adopted by CWAC Council be adopted. **Proposed Cllr V Roberts Seconded Cllr S Rowlandson All agreed.**

68.22. 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 H Williams Seconded Cllr M Jones All agreed.**

69.22. 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.**

70.22. ANNUAL INSURANCE.

Resolved: that the insurance quotation for 2022/23 be approved and that a 5-year LTA be entered into. The schedule remains unchanged.
Proposed Cllr V Roberts Seconded Cllr P Fish All agreed.

71.22. DATES AND TIMES OF MEETINGS TO BE HELD IN 2022/23.

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

72.22 PLANNING.

Existing applications where decision is still awaited:

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

21/01400/FUL 1 Dee View Farndon CH3 6PR Erection of garden wall and three brick pillars to the front of the property with wooden gates to be hung on two of the brick pillars. Removal of existing kerbstones, reshape drive and replace kerb with Marshalls traditional tumbled kerb.

21/02184/S73 The Boathouse High Street Farndon CH3 6PU Demolition of existing café/dwelling house buildings and erection of a replacement dwelling house. Variation of Condition 2 of planning permission 15/02649/FUL (and 19/04100/NMA).

21/03991/FUL Townfield Farm Townfield Lane Farndon CH3 6QW Erection of 4 holiday chalets with associated works.

21/04589/FUL Oak Barns Townfield Lane Farndon Chester CH3 6QW Conversion of 3 dwellings to a single dwelling with associated alterations to fenestration.

21/05018/FUL Former Gas Storage Site Sibbersfield Lane Farndon CH3 6NX Construction of pumping station, including compound, parking space and landscaping.

21/05050/FUL 16 Greenway Farndon 2 storey rear extension, alteration to front and side window.

22/00097/FUL Land adjacent to The Cottage Marsh Lane Kings Marsh Chester Erection of a stable building and a storage building and construction of an outdoor arena.

22/00041/FUL Toll Bar Barton Road Farndon CH3 6NW Formation of a dropped kerb and removal of a section of existing hedge to provide new access for the existing dwelling.

22/00857/FUL The Boathouse High Street Farndon CH3 6PU Construction of detached double garage with first floor studio.

New applications:

22/00972/FUL Wynton Crewe Lane Farndon CH3 6PG Replacement side extension conversion of existing garage into kitchen and alterations to existing front porch area.

Decisions:

Approved: 21/04848/FUL Sibbersfield Lane Farm Sibbersfield Lane Farndon Chester CH3 6NX Construction of cow cubicle extension to existing building.

Approved: 21/05080/FUL 14 Ince Drive Farndon CH3 6NS Demolition of existing outrigger and construction of single storey rear and side wrap around extension.

Approved: 22/00228/FUL Farndon Bridge High Street Farndon Installation of a temporary overland water pipe across Farndon Holt Bridge.

73.22. 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 V Roberts.

i)PWL statement to 31 March 2022 had been received. **Resolved:** Noted.

ii)Audit: The internal audit had been successfully concluded for the year 2021/22 and the Annual Governance and Accountability Return 2021/2022

Part 3 would be tabled for approval at the June meeting of the Council prior to submission to the external auditor. **Resolved:** Noted.

74.22. FARNDON WAR MEMORIAL HALL ANNUAL REPORT.

A Chairmans and Treasurers report for the year 2021/2022 was received from Mr B Fish. Income and Expenditure and balance sheet for the year ended March 2022 was also received.

The Memorial Hall were pleased to report that they would not be requesting any grant monies this year from the Parish Council.

It was the intention of Mr Fish to stand down as Chairman and in the absence of any immediate volunteer to assume the position he had agreed to stay as interim Chairman for the next 6 months while a replacement could be found.

Resolved: Noted.

75.22. CORRESPONDENCE, PUBLICATIONS AND INVITATIONS.

Received: correspondence, publications and invitations.

i)An invitation to attend the PCC Town and Parish Council meeting on Tuesday 24 May 2022 had been received. **Resolved:** Cllrs V Roberts and D Finlay to attend.

ii)Letter from Denamere Lane resident received requesting assistance/support in their interactions with CWAC over the road surface and flooding issues. **Resolved:** Clerk to write to resident advising that the Parish Council is unable to assist as CWAC are dealing with the matter.

iii)Letter received on behalf of 617 Squadron RAF Air Cadets offering assistance with community projects. **Resolved:** Clerk to respond thanking them and to advise that Farndon Parish Council would be grateful to accept their offer of help. Some thought would be given to suitable projects/work and the Clerk would contact them in the near future to discuss further.

iv)Letter received from contractor asking if the Parish Council were interested in a possible method of re opening the path along the cliff at the riverside.

Resolved: While the Parish Council supported the idea, as the responsibility lay with CWAC, Cllr Roberts would ascertain which Officer the enquiry could be directed to.

v)Track off Churton Road: Concern received from a resident regarding access. The matter had been raised with the police. **Resolved:** Parish Council to forward the concern to CWAC Officers dealing with the PROW application currently submitted.

76.22 NEIGHBOURHOOD DEVELOPMENT PLAN.

The revised Farndon Neighbourhood Development Plan had now been rewritten and the Design Code finished and the working group were now just waiting for some additional information in the form of maps from CWAC.

Resolved: Noted. Cllr P Roberts to contact CWAC on behalf of the group to expedite the delivery of the outstanding information required to complete the plan.

77.22. FARDON COMMUNITY CLUB.

Cllr Williams reported:

- i) Cavity wall insulation had now been installed.
- ii) Work had started on the shower/changing room refurbishment.
- iii) Solar panels were to be installed 9 May.
- iv) Platinum Jubilee: Arrangements were still being finalised.

Resolved: All noted.

v) Maintenance of playing field: Farndon Community Club (FCC) would be making an application to the Parish Council Community Benefit Fund for financial assistance to help maintain the playing field as the current free of charge contract was coming to an end. Any assistance granted would go towards purchasing equipment to carry out the works.

Resolved: Noted and FCC to make a formal application to the Parish Council in the first instance.

78.22. MUGA

Nothing to report other than bookings were healthy and all was going well.

Resolved: Noted.

79.22 STANDING CONSIDERATION OF HIGHWAY MATTERS.

Nothing raised.

80.22. DATE AND TIME OF THE NEXT MEETING.

Resolved: that the date and time of the next meeting will be on Tuesday 7th June 2022 at 7.30pm.