

**MINUTES OF THE ANNUAL MEETING OF FARNDON PARISH COUNCIL HELD ON
TUESDAY 16th MAY 2023 AT 7.30PM in FARNDON WAR MEMORIAL HALL**

Present: Cllr S Rowlandson, Cllr P Fish, Cllr H Williams, Cllr D Finlay, Cllr P Amphlett, Cllr V Roberts, Cllr B Hillyer, Cllr A Foster.

In attendance: Mr P Roberts, Mr E Barnston, Mrs P Van Beek, Mrs C Taylor, Clerk.

PART 1

68.23. APOLOGIES FOR ABSENCE.

Apologies for absence were received from Cllr F Henderson, Cllr M Rudd, Borough Cllr A Waddelove, PCSO R McKevitt.

Resolved: that the apologies be noted.

69.23. APPOINTMENT OF CHAIRMAN AND VICE CHAIRMAN.

Cllr Roberts assumed the position of Chair for the May meeting in the absence of outgoing Chair Cllr Henderson. The Clerk outlined the process for electing a new Chair and Vice Chair.

Cllr Roberts reminded members that the Clerk had recently circulated the Chalc Training schedule for the coming year and encouraged participation where considered helpful/relevant and in particular the induction course for new/newer Councillors and Chairmanship.

Resolved: A new Chairman and Vice Chair would be elected at the June meeting.

70.23. CO-OPTION, WELCOME AND INTRODUCTIONS.

i) Farndon Parish Council had returned uncontested at the recent election with one vacancy available for co-option. **Resolved:** Noted.

ii) One nomination for co-option had been received in writing by the Clerk in advance of the meeting for the vacancy and a further nomination was put forward verbally at the meeting by Cllr Rowlandson.

Resolved (a): To move to Part 2 to discuss. Cllr Roberts would declare an interest and leave the room. Members of the public would also leave the room. Cllr Williams would assume the position of Chair for the discussion. All actions carried.

Resolved (b): To be deferred until the June meeting whereby a vote would be held. The nominee that had just been declared verbally at the meeting would however be required to confirm their intention to stand for co-option to the Clerk in writing. Cllr Rowlandson to ask the nominee to do this without delay.

All were invited back in to the room to join the meeting and the resolve (b) relayed to all.

Cllr Roberts resumed as Chair of the meeting.

The nominee who had put themselves forward for co-option in advance of the meeting subsequently passed a note to the Chair/Clerk to advise that they wished to withdraw their application.

iii) Welcome was extended to the new Borough Councillor Adrian Waddelove, returning and newly elected members. Thanks were extended to the outgoing Ward Councillor Paul Roberts.

iv) The Clerk received signed Declaration of Acceptance of Office and Register of Interest forms.

v) Consideration of tokens of appreciation to long serving outgoing members. **Resolved:** To be deferred until the June meeting.

71.23. DECLARATIONS OF INTEREST.

No further declarations of interest were made.

72.23. GENERAL PUBLIC SPEAKING TIME.

i) Walkers Lane: Complaint was made about overgrown nettles and brambles making passage along the lane difficult. The PROW was well used by the community and was a popular route used by pupils of the primary school. Ed Barnston offered to arrange a one off strim to make the lane more passable.

Resolved: Thanks be extended to Ed and his generous offer accepted. Clerk to report to CWAC and ask for future cuts to be scheduled and ask Cllr Waddelove to also make representation to ensure action. To encourage volunteers to keep on top of the weeds (by word of mouth or next newsletter).

73.23. COMMUNITY SAFETY.

No police monthly report had been made available to circulate prior to the meeting. PCSO McKeivitt was not in attendance. **Resolved:** Cllr Waddelove to raise the need for Farndon Ward police support levels to be brought back up to full strength with John Dwyer. PCSO McKeivitt had been covering staff absence/a vacant post for quite some time and understandably service levels were impacted.

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i) Theft of an election canvas board: **Noted:** Reported on 101 by complainant.

ii) A report of teenagers smoking/congregating in the pavilion at Monument Burial Ground received. **Noted:** Clerk had reported to PCSO McKeivitt who had responded accordingly.

74.23. BOROUGH COUNCILLORS REPORT.

Introductory monthly report had been circulated prior to the meeting. Cllr A Waddelove was not in attendance.
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Resolved: Noted.

75.23 MINUTES OF THE ANNUAL PARISH MEETING.

Resolved: that the Minutes of the Annual Parish meeting held on 4th April 2023 be confirmed as a true record and be signed by the Chairman.

Proposed Cllr P Amphlett Seconded Cllr P Fish.

76.23. MINUTES OF THE LAST ORDINARY MEETING.

Resolved: that the Minutes of the meeting of the Parish Council held on 4th April 2023 be confirmed as a true record and be signed by the Chairman.

Proposed Cllr H Williams Seconded Cllr P Fish.

77.23. CLERK'S REPORT.

Resolved: that the clerk's report be noted.

i) Siting of the additional defibrillator: A position to site the cabinet on the external wall of Farndon doctors' surgery had been agreed with the Surgery Patient Services Manager. A heated unlocked cabinet, replacement battery/pad packs and a disclaimer notice as stipulated by the surgery had been ordered. An electrical contractor had assessed the installation of the heated cabinet and a date for installation agreed with the surgery. The Clerk had contacted Rob Selby, Tattenhall First Responders, who had agreed to meet with Cllr Amphlett, as custodian of the defibrillator, to provide training/an overview of role, duties, responsibilities, checks required and to offer assistance with registration etc. Clerk would give the defibrillator and replacement battery/pad packs to Cllr Amphlett and Rob Selby's contact details so that she could make arrangements to meet ahead of installation day.

Resolved: Noted.

78.23. COMMITTEE MEMBERSHIP AND RESPONSIBILITIES.

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

Ch.A.L.C. area meetings – Cllr H Williams and the Clerk. **Resolved:** Clerk to ascertain from Chalc whether these were to be resumed.

Burial Ground Committee – **Resolved:** Remove from future listing - ceased.

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

Finance Working Group (Community Benefit/Project Fund) - **Resolved:** To be deferred until June meeting.

Planning Working Group – **Resolved:** To be deferred until June meeting.

Plumpton Harding Committee – **Resolved:** Clerk to contact Revd Scurr and Clive Mason to ask if the Committee was still functioning and if so, did they want a Parish Council nominee/what commitment would that entail.

Farndon United Charities – Cllrs V Roberts, P Amphlett and D Finlay.

Farndon War Memorial Hall Committee – Cllr P Fish.

79.23. APPROVAL OF STATUTORY DOCUMENTS.

Resolved: Farndon Parish Council Standing Orders, Financial Regulations and Risk Assessment be approved without amendment. The CWAC Code of Conduct be readopted. **Proposed Cllr P Fish Secoded Cllr D Finlay**
All agreed.

80.23. ANNUAL SUBSCRIPTIONS.

Resolved: that Farndon Parish Council would renew subscriptions to the Cheshire Association of Local Councils, Playing Field Association, Cheshire Community Action and the Mid Cheshire Footpaths Society. **Proposed Cllr P Fish Secoded Cllr D Finlay All agreed.**

81.23. ASSETS, DEEDS AND LEASES.

Resolved: that the assets, deeds and leases held by the Parish Council were noted without amendments. **Proposed Cllr P Fish Secoded Cllr D Finlay.**
All agreed.

82.23. ANNUAL INSURANCE.

Resolved: that the insurance quotation for 2023/24 be approved (a 5-year LTA having been entered into at renewal on 1 June 2022). The schedule remains unchanged.

Proposed Cllr D Finlay Secoded Cllr P Fish All agreed.

83.23. DATES AND TIMES OF MEETINGS TO BE HELD IN 2023/24.

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

84.23. PLANNING.

Existing applications where decision is still awaited:

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

21/02184/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).

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.

22/02278/FUL Farndon River Gauging Station High Street Farndon Demolition of existing building, erection of single storey building to include stepped access.

23/00544/FUL 3 Deva Terrace Farndon First floor rear extension.

23/00569/LDC Del Rio Townfield Lane Farndon Application for lawful development certificate for an existing use as a single dwelling for more than 4 years.

23/00568/LDC Riverside Townfield Lane Farndon Application for lawful development certificate for an existing use as a single dwelling for more than 4 years

23/00567/LDC Rivercrest Townfield Lane Farndon Application for lawful development certificate for an existing use as a single dwelling for more than 4 years.

23/00987/S73 Farndon Bridge High Street Farndon Installation of a temporary overland water pipe across Farndon Holt Bridge – variation of condition 3 (pipe removal) of planning permission 22/00228/FUL.

23/000959/FUL Farndon Sewage Disposal Works Installation of MCC Kiosk building.

New applications:

23/00863/FUL Land at Monument Place Chester Road Churton By Farndon Chester Erection of building comprising of 1400sqm of Class E (g) (ii) and (iii) floor area with associated parking, service yard turning circle, pedestrian links, bike and bin storage, two padel courts, and landscaping.

23/01045/LDC Poplar House High Street Farndon CH3 6PT To establish the existing use of the small disused shop as domestic storage (Class C3) for Poplar House following continuous use for at least 30 years.

23/01243/FUL 4 Parker Drive South Farndon CH3 6NQ 2 storey side extension with single storey extension to rear.

Decisions:

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

Approved: 23/00262/FUL The Pines Brewery Lane Farndon Single Storey Rear Extension.

85.23. FINANCE.

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

Proposed Cllr D Finlay Seconded Cllr P Amphlett.

i)PWL statement to 31 March 2023 had been received. **Resolved:** Noted.

86.23. ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN (AGAR) 2022/23 PART 3.

i,ii,iii) Audit: The internal audit was still underway for the year 2022/23 and the Annual Governance and Accountability Return 2022/2023 Part 3 would be tabled for approval at the June meeting of the Council prior to submission to the external auditor. **Resolved:** Noted.

87.23. FARNDON WAR MEMORIAL HALL ANNUAL REPORT.

A Treasurers report for the year 2022/2023 had been received from Mr B Fish. Income and Expenditure and balance sheet for the year ended March 2023 had also been received.

The Memorial Hall were pleased to report that they would not be requesting any grant monies for the 2023/24 year from the Parish Council.

They had however applied for a grant to cover the costs of carrying out necessary work following a fire risk assessment (£7k was needed) and if that was unsuccessful, they might need to request grant monies from the Parish Council next year.

Resolved: Noted.

88.23. CORRESPONDENCE, PUBLICATIONS, AND INVITATIONS.

Received: correspondence, publications, and invitations.

i) Notice of Country Roads Festival - 24 to 28 August 2023. **Resolved:** Noted.

ii) Riverside: A complaint had been made regarding the condition of the riverside track and voicing concern for an emerging track parallel to the closed cliff side footpath.

Separately, the resident adjacent to the riverside track had offered to fill the holes and had also raised the possibility of speed bumps being installed and had requested the Parish Councils view on this.

Resolved:

a) Clerk to ask the CWAC PROW Officer for an update on the issue already raised with them regarding the possible diversion/reopening of the cliff side footpath.

b) Clerk to write to the resident adjacent to the riverside track advising that the Parish Council would take some advice.

iii) Bus service to Chester mid evening: **Noted:** CWAC had been asked to consider supporting/initiating a trial for an early/mid evening Friday/Saturday extension to the current bus service.

iv) Allotments: A request had been made from allotment holders for the Parish Council to enquire whether any local landowners/farmers would be willing to provide/deliver a load of manure to the allotments in the Autumn free of charge. **Resolved:** Clerk to email Ed Barnston, at his suggestion, to request and he would "see what he could do."

89.23. FARNDON COMMUNITY CLUB/MUGA.

i) Lamppost between FCC and old kennels: The Clerk reported that a contractor had confirmed that there was currently no power to the lamppost. **Resolved:** Clerk to ask contractor for a quote to restore power.

Cllr Williams further reported:

ii) Coronation celebrations had been very successful and had raised circa £2k.

iii) Two potential sources had been identified to provide a report on the club roof one of which was still awaited.

Resolved: Noted.

90.23 STANDING CONSIDERATION OF HIGHWAY MATTERS.

i) Village Gateway: Request for a "Welcome to Farndon" sign to be added.

Resolved: Cllr Fish to enquire and forward a design and quote to the Clerk.

ii) Avondale hedge: Complaint received regarding overgrown hedge.

Resolved: Clerk to report to CWAC.

iii) Potholes: Church Street potholes had been marked in white by CWAC but this was now fading. **Resolved:** Clerk to report again and make a Freedom of Information request for history of pothole reports/works from CWAC.

91.23. DATE AND TIME OF THE NEXT MEETING.

Resolved: that the date and time of the next meeting will be on Tuesday 6th June 2023 at 7.30pm. To be held in Farndon War Memorial Hall.