

**MINUTES OF THE ANNUAL MEETING OF FARNDON PARISH COUNCIL HELD ON
TUESDAY 7th MAY 2024 AT 7.30PM in FARNDON WAR MEMORIAL HALL**

Present: Cllr V Roberts (Chair), Cllr H Williams (Vice Chair), Cllr F Henderson, Cllr D Finlay, Cllr P Amphlett, Cllr M Rudd, Cllr B Hillyer, Cllr A Foster, Cllr P Roberts, Cllr K Davies, Mrs M Jones.

In attendance: Mr E Barnston, 2 members of the public, Mrs C Taylor, Clerk.

PART 1

53.24. APOLOGIES FOR ABSENCE.

Apologies for absence were received from Cllr P Fish and Borough Cllr A Waddelove.

Resolved: that the apologies be noted.

54.24 REAFFIRMATION OF CHAIRMAN AND VICE CHAIRMAN FOR SECOND YEAR TERM OF OFFICE.

Resolved: Cllr V Roberts to continue as Chairman for the second year running and Cllr H Williams to continue as Vice Chair.

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

55.24. CO-OPTION.

i) Katina Davies was formally co-opted to the casual vacancy for Councillor.

Proposed: Cllr P Amphlett **Seconded:** Cllr P Roberts

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

56.24. DECLARATIONS OF INTEREST.

No declarations of interest were made. Members to declare if anything arises further on the agenda.

57.24. GENERAL PUBLIC SPEAKING TIME.

i) Two members of the public attended to address and read out a statement to the Parish Council reference the current application for PROW status for the track running adjacent to the Wellington Green estate/Ingleside off Churton Road.

The Chairman advised that Item 24 (iii) on the Agenda had been requested, not to discuss the application but rather to resolve a request to ask CWAC for a statement confirming the current legal status of the application and the timeline/next steps of the process.

Resolved: Clerk to write to CWAC to ask for this information.

ii) Mr Barnston reported that his newly planted woodland next to the fish farm was now complete and that there would be a public footpath.

iii)Mr Barnston further reported that the public access defibrillator at Aptitude Health and Fitness Gym at Monument Place had recently been used as a life saving measure during a critical incident.

58.24 COMMUNITY SAFETY.

Police monthly report had been made available to circulate prior to the meeting. PCSO McKeivitt was not in attendance. Mr Barnston reported further instances of drug taking in the Pavilion at Monument Place Burial Ground. A report had been made to the police but no action had been taken.
Resolved: Clerk to write a letter of complaint to the PCC. Cllr Finlay to raise with a police contact.

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59.24 BOROUGH COUNCILLORS REPORT.

Monthly report had been circulated prior to the meeting. Cllr A Waddelove was not in attendance.

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i) No. 5 bus service: **Resolved:** Clerk to put something on Facebook asking for details of any instances where the bus had failed to turn up to be able to report to the CWAC transport co-ordination team if necessary.

ii)Parking issues: Noted parking illegally was a civil enforcement issue for CWAC to deal with not the police. **Resolved:** Clerk to write to CWAC.

iii)Request for a commemorative sign: **Resolved:** Clerk to advise Cllr Waddelove that as the land in question was common land and not owned by the Parish Council it would suggest that the request would be considered/dealt with by CWAC.

60.24 MINUTES OF THE ANNUAL PARISH MEETING.

Resolved: that the Minutes of the Annual Parish meeting held on 2nd April 2024 be confirmed as a true record and be signed by the Chairman.
Proposed Cllr P Roberts Seconded Cllr H Williams.

61.24 MINUTES OF THE LAST ORDINARY MEETING.

Resolved: that the Minutes of the meeting of the Parish Council held on 2nd April 2024 be confirmed as a true record and be signed by the Chairman.
Proposed Cllr P Amphlett Seconded Cllr A Foster.

i)Repositioning of VAS by Monument Place: **Resolved:** To leave sign in current position.

ii)Newsletter: **Resolved:** Cllr Henderson to draw up a new delivery list and allot drops to individual members for delivery on every newsletter run.

62.24 CLERK'S REPORT.

Resolved: that the clerk's report be noted.

63.24 COMMITTEE MEMBERSHIP AND RESPONSIBILITIES.

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

Finance Working Group (Community Benefit/Project Fund) - Cllrs V Roberts, F Henderson, P Roberts, P Amphlett.

Planning Working Group – Cllrs H Williams, F Henderson, A Foster, M Rudd.

Plumpton Harding Committee – Cllrs P Amphlett and B Hillyer.

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

Farndon War Memorial Hall Committee –Cllr P Fish.

64.24 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 Roberts Seconded Cllr D Finlay**
All agreed.

65.24 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 Roberts Seconded Cllr D Finlay All agreed.**

66.24 ASSETS, DEEDS AND LEASES.

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

67.24 ANNUAL INSURANCE.

Resolved: that the insurance quotation for 2024/25 be approved (a 5-year LTA having been entered into at renewal on 1 June 2022). The schedule remains unchanged.

Proposed Cllr P Roberts Seconded Cllr D Finlay All agreed.

68.24 DATES AND TIMES OF MEETINGS TO BE HELD IN 2024/25.

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

69.24 PLANNING.

Existing applications where decision is still awaited:

21/00882/FUL Lewis' of Farndon The Gateway High St Farndon Retractable awning over enclosed patio. **Noted:** Lewis's had confirmed that they still intended installing an awning.

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).

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.

23/00449/EOPDEV Riverside chalet with refused planning: Enforcement case opened.

23/03286/FUL Lodge Farm Worthenbury Road Crewe by Farndon Chester CH3 6PA Conversion of agricultural brick buildings to 3 residential dwellings.

23/03499/FUL 23 Lime Tree Drive Farndon CH3 6PN single storey garage extension.

23/03669/FUL Rockside Cottage and The Vineyard High Street Farndon Chester CH3 6PU Demolition of dwelling known as Rockside, garage and caravan on land known as The Vineyard and construction of replacement dwelling on land known as The Vineyard.

24/00651/FUL Sibbersfield Lane Farm Sibbersfield Lane Farndon CH3 6NX Construction of Slurry and Dirty Water Lagoon and Silage Storage Pad.

APP/AO665/W/23/3336058 24/00045/REF Notification of a Planning Appeal: Land at Marsh Lane Kings Marsh Chester Erection of a stable building and a storage building and construction of an outdoor area.

NEW APPLICATIONS:

APP/A0665/D/24/3339907 24/00056/REF 23/03479/FUL Notification of Planning Appeal: 4 Parker Drive South Farndon Chester Erection of a two-storey side extension and single storey rear extension.

24/00903/S73 Land at Churton Road Farndon Chester Erection of detached dwelling – variation of condition 2 (approved drawings) of planning permission 20/00519/FUL.

DECISIONS:

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

Refused: 23/02506/LDC 51-52 High Street Farndon CH3 6PU The application seeks lawful confirmation that the entirety of the building is now residential use since June 2019.

Approved: 23/04038/FUL 2 Bittern Close Farndon CH3 6RY Single storey side extension.

Refused: 23/03650/FUL Eastfield Barton Road Farndon CH3 6NL Erection of a first-floor bedroom extension and en-suite above existing attached garage.

Resolved: Clerk to write a letter of complaint to CWAC Planning expressing disappointment in the service being provided (in particular with the

enforcement case 23/00449/EOPDEV Riverside chalet with refused planning and their response to issues with the wild camping site).

70.24 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 P Amphlett Seconded Cllr M Rudd.

i)PWL statement to 31 March 2024 had been received. **Resolved:** Noted.

71.24 ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN (AGAR) 2023/24 PART 3.

i)The Clerk tabled the Independent Report from the Internal Auditor. **Resolved:** Noted.

ii)The Clerk tabled the Annual Governance Statement (Section 1) for approval and signing off by the Chairman for auditing purposes. **Resolved:** Approved.

Proposed: Cllr V Roberts

Seconded: Cllr P Amphlett

iii)The Clerk tabled the Annual Accounting Statements (Section 2) for approval and signing off by the Chairman for auditing purposes. **Resolved:** Approved.

Proposed: Cllr V Roberts

Seconded: Cllr P Amphlett

iv)Appointment of an internal auditor for 2024/25: **Resolved:** To appoint UHY Hacker Young.

Proposed: Cllr V Roberts

Seconded: Cllr P Amphlett

The Clerk reported that Farndon Parish Council had been notified that they had been selected for intermediate review for the 2023/24 reporting year as part of the required 5% sample of those who would otherwise be subject to a basic review. To comply, supporting evidence of income would be included with the return.

Resolved: Noted.

72.24 FARDON WAR MEMORIAL HALL ANNUAL REPORT.

Cllrs V and P Roberts declared an interest.

Treasurers report for the year 2023/2024 to be tabled at the June meeting.

Resolved: Noted.

73.24 CORRESPONDENCE, PUBLICATIONS, AND INVITATIONS.

Received: correspondence, publications, and invitations.

i) Notice of Country Roads Festival - 22 to 26 August 2024. **Resolved:** Noted.

ii)Complaint regarding public toilets. **Resolved:** Noted that the Clerk had reported to CWAC and they had been cleaned recently.

iii)Report of drug dealing. **Resolved:** Dealt with at Item 58.24.

iv)Request re village brochures. **Resolved:** Only brochure known was the Farndon/Holt Walks brochure. Agreed to advise Holt Community Council that FPC were willing to share 50% of the cost (£200 each Council) of a reprint of this brochure.

v)Feedback on meeting re Denamere Lane. Cllrs V Roberts, H Williams and F Henderson had attended this meeting and the Chair gave feedback.

- vi) Defibrillator warranties. **Resolved:** Members view was that while warranties expire they felt it sufficient to continue with the custodians, Cllrs Henderson and Amphlett, carrying out regular checks to ensure the defibrillators remain in good working order and ready for public access 24/7.
- vii) St Chads Closed Churchyard: The Clerk reported that CWAC had agreed to cover the full amount of the cost of the grass maintenance programme for this area for the year 2023/24. **Resolved:** Noted.
- viii) Local Plan Evidence Base Consultation: An invitation had been received for two members to attend a meeting called by CWAC to improve understanding of the process going forward and to remove some of the confusion around the Land Availability Assessment and Draft Call for Sites in particular. **Resolved:** Cllrs V Roberts and H Williams would attend this virtual meeting if possible (date tbc).

74.24 FARDON COMMUNITY CLUB/MUGA.

Cllr Williams declared an interest.

i) Lamppost between FCC and old kennels: The Clerk and Cllr Williams had met with the contractor onsite and a quote to recommission had been received. **Resolved:** Clerk to accept quotes from Woodcock Electricals for recommissioning work and P Griffiths to organise cutting back of tree/hedge/overgrowth around lamp column to enable work to be carried out. Cllr Foster to work out annual cost of electricity supply to power the light. PC to pay this amount annually to FCC.

ii) Drainage on football pitch and surrounding area: **Noted:** FPC awaiting a date for a meeting with trustees and Barnston Estate.

iii) Grass maintenance: **Resolved:** FPC agreed to pay 50% of 6 cuts of the same area for the coming year, not including the pitch, as agreed last year. Last years cost had been £80/£160. FPC agreed to pay this years increased cost of £125/£250. A vote by those members present returned 8 in favour, one abstention and one declaration of interest.

Proposed: Cllr P Roberts **Seconded:** Cllr A Foster

Cllr Williams further reported:

iv) Builders quotes had now been received for the repair of the roof and meetings with the two lowest quoting companies (£183k/190k inc vat) were arranged for the end of May.

v) Successful car boot had been held.

vi) Football pitch had been moved.

vii) A sit on mower had been purchased.

Resolved: Noted.

75.24 REMEMBRANCE GARDEN.

Nothing to update. **Resolved:** To be removed from future agendas. Cllr Fish to raise on the agenda as and when required going forward.

76.24 STANDING CONSIDERATION OF HIGHWAY MATTERS.

Members inform the Clerk of any issues regarding highways and footpaths.

- i) Boardwalk maintenance. **Resolved:** Quote of £75 be accepted to undertake a repair.
- ii) Fishing pegs. **Noted:** Works to repair have started. Clerk to ask Environment Agency for an update.
- iii) PROW application. **Resolved:** Dealt with at Item 57.24(i).
- iv) Village Gateways. **Resolved:** Cllr Rudd to obtain second quote to tidy.
- v) Crewe Lane lighting (outside 1 Woodlands). **Noted:** Now repaired.
- vi) Disrepair of pavements Limetree Drive/Heron Close. **Resolved:** Noted as having been reported and CWAC response being to monitor. Cllr Amphlett to audit and forward photographs to the Clerk to ask CWAC to action remedial works as opposed to monitoring.

77.24 DATE AND TIME OF THE NEXT MEETING.

Resolved: that the date and time of the next meeting will be on Tuesday 4th June 2024 at 7.30pm. To be held in Farndon War Memorial Hall.