

Minutes of Marston Parish Council meeting held on 15th January 2020

The meeting opened at 19:01

**Present**:

Parish Cllrs; Chairman M Potts (MP), Phil Carter (PhC), Amanda Nixon (AN), Dave Collier (DC), Iain Stead (IS) and Chris Anthwal (CA)

Ward Cllrs; Norman Wright (NW)

Clerk; Caroline Constable (CC)

**Apologies**:

Apologies were received from Parish Cllr; Warren Davies (WD) and Ward Cllrs; Lynn Gibbon (LG) and Phil Marshall (PM)

Apologies were accepted

**Declarations of interest:**

There were no declarations of interest

**Dispensations:**

There were no dispensations

**Public Forum:**

There were no members of the public present.

**Minutes:**

The minutes from the parish council meeting of 13/11/19 were agreed and approved.

**Actions from previous meeting:**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | Action | | Assigned to | | Actioned | | | Cash Monies/Send Cheques | | CC | | √ | | | Investigate importing pc emails into gmail | | CC | | To be carried forward | | | Keep fit in hall - contact PT | | WD | | To be carried forward | | | Ask Vicar about the Church Hall Key | | WD | | To be carried forward | | | Clerk to sign up to SLCC membership | | CC | | To be carried forward | | | Look into funds for bridge (Urban Village) & contact cw&c regards establishing a public right of way (forebrook bridge) | | LG | | To be carried forward | | | Chase up cw&c regarding Hall Drive, Bus stop opposite Hall Drive, Hedges/steps between Fernlea Road and Mere Road | | PM | | On bus stop included as agenda point 3.g | | | Winnington bridge – update on funding | | LG | | To be carried forward | | | New date for Christmas Singng plus afternoon tea – 15/12 – add to MM | | WD | | √ | | | Contact farmer again - LPG tank in car park | | CC | | √ | | | Contact local joiner new side door | | CC | | √ | | | Send LPG spec to cllr’s | | CC | | √ | | | Contact community service organisation re services | |  | | √ | | | Create letter of apology for RBL | | CC/MP | | √ | | | Contact Fiona Hore regarding none receipt of some planning applications | | CC | | √ | | | Items for next agenda – Traffic Survey | | CC | | √ | | | Items for next agenda – Marston Industrial Estate | | CC | | √ | | | Article for MM – monitoring of HGV’s | | WD | | √ | | | Look into Eaton’s Farm – state of disrepair (brick walls & barns) | | PM | | To be carried forward | | | Contact Fiona Hore – regarding none receipt of planning applications | | CC | | √ | | | Contact Great Budworth Heating | | CC | | √ | | | Lobbying of Canal & River Trust re allotments - remove from agenda | | CC | | √ | | | Contact Kate Hardland – LSW – regarding noticeboard | | CC | | √ | | | Forgebrook Bridge – remove from agenda | | CC | | √ | | | Clerk to make complaint about the state of the bus shelter – ask for new bus shelter with seats | | CC | | √ | | | Clerk to contact Warrington bus service asking about why it is so often late. | | CC | | √ | | | Planning Consultation – 19/03798/FUL - Northwich Metals Ollershaw Lane – New Office and workshop building –Cllrs CA & WD to look into and prepare objection/comments as necessary | | CA/WD | | √ | | | Planning Consultation – 19/03871/FUL – Tour&Store Ollershaw Lane – New Office and workshop building - Cllrs CA & WD to look into and prepare objection/comments as necessary | | CA/WD | | √ | | | Adjust the budget and present for signing off at Jan 2020 meeting | | CC | | √ | | | Contact dog warden for more poop bags | | CC | | √ | | | 12/12 elections - open and close up the hall | | PhC | | √ | | | Provide further heaters for hall 12/12 | | CA | | √ | | | Email Tony Hayes accepting offers of help regarding Cenotaph | | MP | | √ | | |
|  |

Due to absence of Cllr Warren Davies Clerk raised points from an email he had sent:

1. Advertising for Tour&Store. Cllrs agreed that due to the number of objections from residents and PC’s own objections it would be inappropriate to advertise the business. The PC would however be happy to advertise Mr Yoxhall’s other business; Northwich Metals. Clerk to send letter
2. Printer being bought
3. Pete Elliot who is laying the slab for the LPG central heating tank wished to meet with Harris Gas to discuss work. Clerk will contact Cllr WD to organise. Two central heating companies who gave quotes for the work need contacting, clerk will contact
4. Sponsorship monies – clerk assumed that this related to advertising. Clerk will contact cllr WD to obtain details
5. February’s MM – articles for next edition were discussed. List with cllr CA, list to be sent to cllr WD
6. Ceiling work update, included as agenda point 3.a
7. Speed checks/Traffic Survey. See agenda point 6
8. Printer cabinet still in process

|  |  |  |
| --- | --- | --- |
|  | Agenda Point | Assigned to.. |
| **1** | **Parish Cllr Reports**  No cllr had anything to report |  |
| **2** | **Ward Cllr Reports**  Ward Cllr NW  Tour&Store – business not meeting condition re none use of The Avenue – an enforcement notice has been served which needs to be complied with by 8th/9th March 2020 otherwise further action will be taken.  Cllr’s also noted that Scottish Water had put in a further objection to the application stating need for survey  Ward Cllr NW also asked when central heating work will be carried out. Clerk advised that PC were in process of getting the concrete slab laid for the lpg tank and central heating company carrying out the work have been informed, waiting on dates. Ward Cllr advised that monies awarded via Member Budget Award scheme need to be spent by end of May.  Ward Cllr NW also asked why were there not plans to remove the chimney breast in the hall that was damp. Cllr’s advised that more urgent jobs required before this could be considered. |  |
| **3** | **Progress Reports**   1. Ceiling/Roof in Hall   Clerk had contacted Great Budworth Roofing on a number of occasions but had not been able to make contact. Cllr CA advised that they had been in the hall and looked at the ceiling and noted that it was just plaster that had fallen. They are to replace the plaster and baton the wall. They were due to attend the hall on 14/1/20 but had not arrived. Cllr CA to chase   1. Printer Cupboard   In the process of being made   1. Alteration of Noticeboard for LSW   In the process of being adjusted   1. Central Heating   Correspondence received from farmer giving go ahead for the work. Clerk to liaise with individuals and companies involved. Clerk to contact cllr WD to push meeting between Pete Elliot and Harris Gas   1. Neighbourhood Plan   Clerk advised that funding had been approved for consultant, dongle and printing, there were just some forms to fill in before monies could be released. Funds would be paid into Marston PC current account and clerk would manage a speadsheet showing how monies spent. SurveyMonkey survey had been created for business questionnaire, clerk emailed to all parties and added to Facebook, clerk needs to check that survey added to website. Requests to be placed in newsletters asking businesses to complete   1. Cenotaph Repair   Cllr MP has been in contact with 2 local residents who have family buried in the Church Yard and who are interested in helping with the renovation and celebration of the 100 year anniversary of building of Cenotaph (1920-2020).  The vicar has been contacted and is in favour of work and will help where needed.  The gentlemen involved have applied for a war graves sign and the listing of the cenotaph in national heritage so that it is protected and could never be removed. They have also offered to repair the main gates into the church yard.  It was agreed that a meeting was needed to firm up plans. Cllr MP to arrange   1. Bus Stop at Higher Marston   Clerk contacted CW&C regarding the state of repair and overgrown hedgerows. CW&C have been in touch (see correspondence) they are looking at viability of a new bus shelter and will contact land owner for the cutting back of the hedgerow.  Response has also been received from Warrington Town buses regarding service (see Correspondence). Clerk has sent further email asking for clarification | CA  CC/WD  CA/WD  MP |
| **4** | **Finance**   1. Reviewed Budget discussed and agreed   Precept has been requested  ***Invoices received & cheques created*:**   1. Clerks Purchases and Expenses - £86.34   Clerks Salary 42.42 hours @ £15ph - £636.25  Total payable £722.59 Chq no. 1222   1. Cheque for hall hire from VIVO care choices - £247.30 2. Bookers shopping for supplies £77.78 3. Williams design and print – printing of newsletter – December - £133.20 chq no. 4. Payments confirmation from CW&C – Members Budget Award - £450 from Ward Cllr Norman Wright 5. Car Park Rent Donation – The Joshua Tree - £200 chq no 1220 6. Firequeen Invoice – checking of fire extinguishers - £173.14 chq no 1221 7. Waterplus £19.97 taken on 2/1/20 8. Scottish Power £207.55 taken on 3/1/20 9. Window Cleaner £30 chq 1223. Cllr CA advised that she had asked window cleaner to clear out gutters and clean soffits. He agreed to do this on his next visit   ***Rent received*** *(via Cllr CA):*   1. Pete Kunaj– band – 16/11 & 21/12 plus one other date £51 2. Mark – Band 14/11 owed £17 but paid £20 3. Harley&Dutch – 12/11, 26/11(50p short), 19/11, 4/12, 7/12, 10/12(£1 short),17/12 & 23/12 £202.50 4. Melanie Barnett – 14/12 £40 5. Paul Budgern – 30/11 £20   ***Invoices received from Cleaner***  10 weeks (til 12/1/20) £100  ***Invoices received from Bookings agent***  10 weeks (til 12/1/20) £100 plus cost of diary £5  Cheque for £205 created for Cllr Anthwal chq no 1224  Coffee Morning Donation’s for December 2019 and upto 15/1/20 £32.53  Christmas Singing afternoon £82.54 (refreshments cost £51.58) |  |
| **5** | **Correspondence**   1. Notification of Decision - 19/03534/FUL - End Cottage – Single storey rear extension - Approval 2. Notification of Decision - 18/04713/FUL - Northwich Metals - Temporary change of use from scrap metal yard to caravan and general storage – Approval for 12 months 3. Email from Mr D Platt – siting of LPG gas tank on carpark and associated works (carpark rent donation) - £200 being sent to The Joshua Tree 4. Email from Staffordshire based - Building Surveyors and Project Managers **Jonathan Cornes Associates –** clerk requested a quote. See point 13 5. Email from Hall Hirer – Olivia Tenquist of Marmalade Drama – detailing dates for 2020. New times agreed to include 15 setup time and 15 minutes clear up – 3.45pm – 5.15pm (1.5 hr hire each week). Clerk advised that she had also hired on 18/12. Cllr MP had opened the hall at 3.45pm, clerk went back at 5pm to lock up to find the hall empty. Clerk emailed Olivia who advised that as no one had turned up she had left and did she need to pay. Clerk advised her that she did. Clerk invoicing her at the end of each month.   Hall hire issues were also discussed as hall heaters keep being found switched on on a Monday evening and/or Tuesday morning. Clerk had contacted Angie about this who confirmed that the heaters were always off when she left after cleaning on a Sunday afternoon and that there were then no regular hirers until later in the week. It was agreed that cllrs DC and IS would make a weekly trip on a Sunday evening at 7.30pm to check the hall. It was also agreed to purchase a night vision camera. Clerk to purchase   1. Email from Northwich Pop Choir – 2020 hall hire dates 2. Email from Nick Smith of CW&C re notification of planning applications 3. North West Fire Doors Quotation – clerk had emailed asking whether cost could be reduced to less that £3000, no response, as these were the only company in the North West who had responded, cllr’s agreed to go ahead with original quote. Clerk to contact company asap 4. Email from John Ellis CW&C - Stage 1 Complaint Details - Ref: CR159877047 – Bus Stop Higher Marston 5. Notice 19/03965/FUL – Crystal Cottage – Detached Garage – Withdrawn 6. Planning Application 19/04546/FUL – 1 The Avenue Marston – Rear single storey extension and conversion of garage – no objections 7. Response email from Warrington Town Buses – clerk has sent further email asking for clarification of improvements 8. Quote from Jonathan Cornes Associates (survey) – cllr’s discussed – it was deemed that at this time a surevy was unnecessary | DC/IS  CC  CC |
| **6** | **Traffic Survey**  Cllr IS raised issue of air quality within the village. Many residents have recently been suffering with chest infections and coughs and colds more than normal and many put it down to the amount of traffic through the village.  Cllr CA also raised issue to amount of dust being generated when vehicles use Cart Lane, she believes that this is also an attributing factor to the poor air quality.  It was agreed that a traffic survey was needed to ascertain the amount of traffic going through the village as well as the amount using The Avenue and Cart Lane.  It was agreed to do a 12 hour stint from 7am to 7pm. Clickers and tally sheets would be needed. Cllr CA to sort out.  To look at:  Cart Lane  The Avenue  Traffic into Lion Salt Works  Traffic up Ollershaw Lane  Traffic down Ollershaw Lane  Taking note of:  # HGV’s  # vehicles  # pedestrians  A preliminary date of 16/3/20 was set which will be confirmed at next PC meeting on 12/2.  Cllr IS to speak to Lion Salt Works to ask for use of room in Red Lion building | CA  IS |
| **7** | **Marston ‘Industrial Estate’**  It is a concern that with all of the development of Northwich Metals and the Tour&Store down Cart Lane and with other planning applications for commercial units that the owners of the businesses are attempting to create an industrial estate. Cllr’s and many residents are against such a development.  Ward Cllr NW confirmed that there had been no further news about the planning application for the commercial units. |  |
| **8** | **Any other business**  Last month a request for regular hire of the hall had been made from ‘Boogie Bounce’. They would like to hire the hall for 6 days a week to conduct classes on small trampetes. They also asked whether the trampetes could be store at the hall.  Cllrs discussed and highlighted a number of issues:   * Structural stability of hall especially ceiling because of it’s current state * No storage * If we allowed 6 days hire each week to a business we are effectively removing possibility of hire for locals, especially over the weekend   It was agreed that we could not offer storage also that we could only offer hire for 3 sessions each week on two days of the week (Monday/Wednesday/Thurs) dependant upon other regular hirers. We would also need confirmation of times and dates beforehand.  Clerk to email with response.  Cllr PhC advised that the polling booths had still not been collected. Clerk to contact CW&C.  New yearly planner required. Clerk to purchase  Cllr CA presented a list of HGV users of Ollershaw Lane. Clerk to contact requested they cease using.  Cllr MP advised that HGV’s crossing over the verge on the triangle at the top of Ollershaw Lane, ruining the grass verge. Clerk to contact Steve Bentley of Highways | CC  CC  CC  CC  CC |

Confirmed date of next meeting, 12/02/2020

Meeting closed at 20:32

Abbreviations: pc (parish council), cllr (councilor), cllrs’ (councillors’), cllr’s (councillor’s), CW&C (Cheshire West and Chester), MM (Marston Murmurs), MPC (Marston Parish Council