

LITTLE BUDWORTH PARISH COUNCIL
Minutes of Little Budworth Parish Council meeting held on
Tuesday 4th June 2024 at Little Budworth Jubilee Hall

24/

Meeting started 7pm

Present	<p>Cllr Peter Robinson (Chair) (PR), Cllr Cora Cowap-Jones (Vice Chair) (CCJ), Cllr Linda Jones (LCJ) Cllr Dave Lee (DL), Cllr Chris Lee (CL)</p> <p>In Attendance -Tracey Whitlow – Parish Clerk (TW) Ward Cllr Charles Hardy (WC) PC Jorge Ferriera (PC JF) (from 7.50pm)</p>
17	<p>Apologies for Absence were received: Cllr Caroline Hall, (CH), Cllr Jenny Marshall (JM),</p>
18	<p>Declarations of Members’ Interests: None declared.</p>
19	<p>Approval of Minutes: The minutes of the Parish Council meeting held on Tuesday 7 May 2024 were approved & signed by the Chair.</p>
20	<p>Ward Councillor Report: WC reported due to pre-election state, nothing was forthcoming from CWAC, with no decisions being made until after the General Election. He is still pursuing a Tarporley ward parish council meeting with Highways but feels this will probably not happen until after the GE.</p>
21	<p>Public Participation: No members of the public present.</p>
22	<p>Clerks Report: Audit - completed, and signed off with comments below: Invoices – small number not present, as these had been sent via a message not email, to ensure all physical invoices are presented at PC meetings for authorisation prior to payment, unless a contractual invoice covered by pre-authorisation and budget. Clerks Annual Leave hours – Auditor confirmed as working irregular hours clerks AL should be based on average hours of preceding 3 months. Work From Home Allowance (WFH) – Auditor confirmed this is the correct method of the clerk claiming expenses incurred.</p> <p>RoSPA - Inspection of the playground will be on 10th June. Grant for wreath to be taken to Normandy – MOP had also contacted other local groups, and as of yet has not made contact with the PC for receipt of grant offered at the last meeting. New Financial Regulations have been circulated from ChALC – Clerk has edited to suit the size of the PC and forwarded to LCJ for further comments before circulating to all councillors to eliminate duplicate editing. To be added to the next agenda.</p>
23	<p>Accounts/Financial:</p> <ol style="list-style-type: none"> 1. The cash book up to 31.05.24 approved. 2. Bank statements/reconciliation at 31.05.24 approved. 3. Note Income received/ratify payments made/authorise invoices received. <ul style="list-style-type: none"> • Clerks overtime May approved. • Clerks salary June

	<ul style="list-style-type: none"> • Additional payment Zurich Insurance ratified £30 • MOP refunded noticeboard repairs £32.07 • MOP refunded noticeboard repairs £4.75 <p>4. Receipts VAT refund received £595.04</p>	
24	<p>Correspondence: Fox & Barrel – TW & Utkinton clerk did the late poster for the information evening held on 20th May, as nothing forthcoming from the agent. PR, JM & WC attended the information event. PC will await the full planning application before further comment, but will support Utkinton PC in their comments as this has more impact on Utkinton than LB. No other correspondence to discuss.</p>	
25	<p>Annual Governance Statement 2023-24 – TW read out the statement for all Cllr’s to confirm actions had taken place. All confirmed. Resolved to sign the statement -signed by chair & clerk. TW to add to website.</p>	TW
26	<p>Annual Accounting Statement 2023-24- Accounting statement had been circulated prior to the meeting — Resolved to confirm accounts statement as a true record. – signed by TW & the chair. TW to add to website. Resolved to certify as exempt from an external audit. TW to end the certificate of exemption to the external auditor.</p>	TW TW
27	<p>Provision of Public Rights – 6-week public notice days were agreed as 10th June to 19th July. TW to add to the website on 7 June LCJ to put on noticeboard.</p>	TW LCJ
28	<p>Highways: Speed camera: Community Speed Watch group are now downloading the SID information. Shop Lane: over hanging tree’s CH not present to update. Missing Signs & Gulley clearing: previously reported by CCJ. CCJ to forward information to TW to follow up. Vicarage Lane/Well Lane junction: LCJ reported that following the BMW event at Oulton Park she had witnessed 4 vehicles in 1 hour completely miss the left bend and drive straight over to Well Lane. This is a potential serious accident. It is possibly due to lack of chevron signage and white lines on the junction. TW to contact Highways. Road Sweeper – CCJ has had no response from Highways in respect of having a road sweeper through the village to tidy up the kerb side.</p>	CCJ TW TW
29	<p>Planning Applications: No new planning applications received. No planning application decisions noted.</p>	
30	<p>Co-Option Policy: Amended policy had been circulated. Resolved to adopt the co-option policy. TW to add to the website.</p>	TW
31	<p>Local Police Report: The PC informed PC Jorge Ferreira of the incidents at Vicarage Lane/Well Lane, he has offered, when on duty, and track days are on, to try to assist. He also suggested members of the public in high-vis vests to stand on the corner. Oulton Park can’t put “Road Closed” signs up without the approval of Highways, they can only put-up warning signs on private property, OP can’t close any roads or insist drivers don’t use particular roads. PC JF to also contact Highways. TW to comment to Highways that the police would support more signage. Speed through the village: PC JF reported that on the number of times he is in the village traffic, in general, is driving at the speed limit.</p>	

32	<p>Working Groups/committees:</p> <ol style="list-style-type: none"> 1. Litter Picks: Nothing to report- Next meeting to 19/06/24 6pm. 2. Planting Group: Lime Tree corner has had clearing work carried out. LCJ has asked members of the group to give her any invoices for costs incurred for repayment by the PC. 3. Parish Plan: Discussions on a Village event for later in the year – LCJ & CCJ to action for further discussions next meeting. 4. Oulton Park Liaison committee: Meeting scheduled for tomorrow. 5. Little Budworth Common: DL reported that a lot of the previously cleared bracken is coming back. Will continue to strim. Cleaning of car park is an ongoing job. Old wooden signs need attention by a carpenter, TW to contact a MOP to see if they could help. WC offered possible funding via Members Budget. 6. Little Budworth Charities. No meetings. Ex-councillor (PC trustee) will remain on the board. 	<p>LCJ CCJ</p> <p>TW</p>
33	<p>Asset Maintenance & Register:</p> <ol style="list-style-type: none"> 1. Village Green <ul style="list-style-type: none"> • PR has carried out a visual inspection of the playground equipment. • Playground hedge – Grants – ongoing. • RoSPA inspection – due next week. • Land adjacent to the green (between Manor Farm Cottage & the Workshop) - Following long discussions by PR with the Egerton Estate they are offering the PC the use of this parcel of land as recreational ground. It will require planning permission for change of use. Resolved to apply for planning permission before the PC accept the offer. MOP to print plans for the application. Resolved - to cap the spend at this first stage at £1000, to come from ring-fenced monies for the Green. Following planning decision, the PC can then move forward with the legal aspects with the Egerton Estate. 	PR
34	<p>Action List:</p> <p>Barclays – bank authorisation – still waiting.</p>	
35	<p>Items for next meeting:</p> <p>Councillor Vacancy, Recreational land update, Village Event.</p>	
36	<p>Date for next meeting – Tuesday 2nd July 2024 7pm</p>	

Meeting Closed 8.45 pm

Signed:

Date: