

**SUTTON WEAVER PARISH COUNCIL**  
**Minutes of Sutton Weaver Parish Council meeting held on**  
**Wednesday 3<sup>rd</sup> January at 7 p.m.**  
**at St Peter’s Church Hall, Sutton Weaver**

23/

<b>Present</b>	Cllr Brian Starkey -Chair (BS) Cllr Jacky Hancock – Vice Chair (JH) Cllr Tony Spencer (TS) Cllr Gerry Jemitus (GJ) Cllr Hannah Bullock (HB) Cllr Simon Richards (SR) Cllr Rob Hancock (RH) Ward Cllr Phil Marshall (PM) 7 Members of the Public (MOP) Clerk-T Whitlow (TW)	
<b>23/138</b>	<b>Apologies for Absence were received from:</b> none	
<b>23/139</b>	<b>Declarations of Members’ Interests:</b> None	
<b>23/140</b>	<b>Minutes:</b> Minutes of the Parish Council meeting on Wednesday 6 January 2023 were approved as a true and accurate record and signed by the chair.	
<b>23/141</b>	<b>Police update:</b> None present although the PCSO has sent the December monthly update for the area.	
<b>23/142</b>	<b>Ward Councillor Update:</b> Members Budgets - request applications/ideas – deadline end of Jan  Members budget items were discussed. TW to submit 3 applications.  Working with MP for Investment in Marbury related to Network North (Incl. Winnington Bridge options)  Road condition and flooding continue to blight the ward – Cllrs permanently reporting and chasing through issues. We are permanently competing with priorities across the Borough.  24_25 Budget process currently underway with final budget going to Full Council Feb 15 <sup>th</sup> .  Borough Transport Strategy TP4 - consultation closes 28 <sup>th</sup> January – detail on CWaC Website	<b>TW</b>
<b>23/143</b>	<b>Matters arising / Actions from Previous Minutes -if not covered by an agenda item:</b> <b>Murdishaw Roundabout Crossing update:</b> TW advised that she had received a further response from Halton Borough Council stating that most of the information she had requested cannot be given as no decisions have yet been made on the crossing, but re-iterating that a crossing is “planned” at the Murdishaw roundabout.	
<b>23/144</b>	<b>Public Participation:</b> <b>Items noted:</b> 1. The placement of “public Participation” on the agenda was discussed, MOP asked whether this could go at the end of the meeting as if an item is on the agenda the public could speak at the agenda item. TW explained that agenda items were for discussion by the council, not MOP and that MOP need to address the council during public participation not when an agenda item is being discussed – this was agreed by Cllr PM. 2. MOP informed the council that he had been corresponding with a police officer, who has been carrying out speed checks in the area, the Police Officer will attend one of the PC meetings in the near future. TW to email the Police Officer with dates of future meetings.	

	<p>3. Hand held speed devices – these were discussed with Ward Cllr PM, TW to complete a members budget application form for the camera and high-vis vests.</p> <p>4. Grit bins: This was discussed TW informed MOP's that CWAC no longer supply these as they were getting abused by people taking the grit for their own personal use, not on footpaths – the only place they are supplied now is on a steep incline, of which Sutton Weaver does not have. Unfortunately, it is now down to residents to supply and do it themselves.</p>	<b>TW</b>
<b>23/145</b>	<p><b>Playground Re-development:</b>  TW advised that work on the playground was completed just before Christmas. The site is very wet and muddy, requiring time to dry out before being re-opened, otherwise general use of the playground will cause further damage to the already very wet ground. The council <b>Resolved</b> to monitor the ground &amp; weather and to decide on re-opening ASAP but not at the detriment of the ground works. Paperwork has been received from CWAC architect, and TW is awaiting an invoice from the contractors and CWAC architects. The issue of sowing grass seed or turfing was discussed, TW to contact CWAC architect to see if this is a possibility and if so obtain a quote.</p>	<b>TW</b>
<b>23/146</b>	<p><b>Speed Watch:</b>  As 23/144.3 The volunteers group are happy to take this on if the PC supply the equipment. The handheld device was further discussed. The device does not store any information, the information on speeding vehicles has to be written down by a member of the speed watch group and forwarded to the police for them to send any warning letters to the speeding motorists.</p>	
<b>23/147</b>	<p><b>Volunteering Groups:</b>  <b>Sutton Weaver Residents community Group:</b> TW has received an email from the group advising of the bank details and contact details of members. The volunteer group also thanked the PC for their support last year.</p> <p><b>Playground gate volunteers:</b> PC to inform the volunteers of the re-opening date of the playground as soon as this is decided.</p>	<b>SR</b>
<b>23/148</b>	<p><b>Budget:</b>  TW had circulated a forecast and budget. This was discussed and <b>Resolved</b> to set the budget for 2024-25 at £16925.</p>	
<b>23/149</b>	<p><b>Precept:</b>  Following agreeing the budget the precept figure was discussed. <b>Resolved</b> to set the precept at £15,800, which gives an increase of £6.09 for a band D property for 2024-25. The remainder of the budget will come from reserves. TW to complete the precept paperwork and return to CWAC prior to 31.01.24</p>	<b>TW</b>
<b>23/150</b>	<p><b>Grant Policy:</b>  This had been circulated prior to the PC meeting, along with a grant application form. <b>Resolved</b> to adopt the Grants Policy. TW to update policy schedule and the website. Any group now wishing to apply for a grant from the PC will need to complete the application form, which can then be circulated to council prior to a meeting, and the request added to the agenda, for full transparency.</p>	
<b>23/151</b>	<p><b>Correspondence:</b>  <b>Police &amp; Crime Commissioners questionnaire</b> received – TW has added this to the website – to be completed by 25.01.24</p> <p><b>Website hosting:</b> TW has received an invoice for a 3 year renewal of the website hosting- the website was discussed, <b>Resolved</b> to change domain name to .gov.uk, as opposed to .com. as external auditors are pushing this forward. TW also discussed the accessibility of the website – <b>Resolved</b> to change the hosting company – possibly overlapping for 12 months with the present company to remove the issue of not having access whilst the name change is organised. TW &amp; SR to investigate this further.</p>	<b>TW</b> <b>SR</b>
<b>23/152</b>	<p><b>Planning:</b></p>	

	No planning applications received.	
<b>23/153</b>	<b>Accounts/Financial:</b> <ul style="list-style-type: none"> <li>• Cash book and bank reconciliation approved and signed by the chair.</li> <li>• Bank reconciliation approved &amp; signed.</li> <li>• Payments authorised: <ul style="list-style-type: none"> <li>• Clerks salary January approved</li> <li>• Clerks expenses Nov-Dec 23 approved</li> <li>• Refund clerk £55.19 for email account</li> <li>• Refund clerk £79.99 Office 365</li> </ul> </li> </ul>	
<b>23/154</b>	<b>Asset Maintenance &amp; Register:</b> <b>Playground update to Asset Register: Resolved</b> to add items of play equipment and the gate to the asset Register, not the whole amount for the work, as this includes non-material items such as labour. TW to update.	<b>TW</b>
<b>23/155</b>	<b>Items for Next Agenda</b> <ul style="list-style-type: none"> <li>• Playground update</li> <li>• Volunteering Groups</li> <li>• Neighbourhood Development Plan/Neighbourhood Plan</li> </ul>	
<b>23/156</b>	<b>Date of Next meeting: Wednesday 7<sup>th</sup> February 7. p.m.</b>	

The meeting closed at 8.25pm

Signed:

Date