

**SUTTON WEAVER PARISH COUNCIL**  
**Minutes of Sutton Weaver Parish Council meeting held on**  
**Wednesday 4<sup>th</sup> October 2023 at 7 p.m.**  
**at St Peter's Church Hall, Sutton Weaver**

23/

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|----------------|---|-----------|
| <b>Present</b> | Cllr Brian Starkey -Chair (BS) Cllr Jackie Hancock(JH) Cllr Rob Hancock (RH)<br>Cllr Tony Spencer (TS) Cllr Gerry Jemitus (GJ) Cllr Simon Richards (SR)<br>10 Members of the Public (MOP)<br>Clerk-T Whitlow (TW)   |           |
| <b>23/82</b>   | <b>Apologies for Absence were received from:</b><br>Cllr Jackie Hancock (JH) Cllr Rob Hancock (RH) Cllr Hannah Bullock (HB)<br>Ward Cllrs Lynn Gibbon & Phil Marshall   |           |
| <b>23/83</b>   | <b>Declarations of Members' Interests:</b> - none   |           |
| <b>23/84</b>   | <b>Minutes:</b><br>Minutes of the Parish Council meeting on Wednesday 6 <sup>th</sup> September 2023 were approved as a true and accurate record and signed by the chair.   |           |
| <b>23/85</b>   | <b>Police update:</b><br>None present   |           |
| <b>23/86</b>   | <b>Ward Councillor Update.</b><br>No ward councillors present.  |           |
| <b>23/87</b>   | <b>Matters arising / Actions from Previous Minutes -if not covered by an agenda item:</b><br>None that are not an agenda item.  |           |
| <b>23/88</b>   | <b>Public Participation:</b><br><b>Items noted:</b><br>1. Speed on Chester Road.<br>2. Number of HGV's Chester Road.<br>3. The Danny is looking at the re-development of the quayside.<br>4. The crossing at Murdishaw roundabout – advised this is an agenda item.<br>5. Weed and litter around the village – TW advised this would be added to the Newsletter.  |           |
| <b>23/89</b>   | <b>Playground Re-development:</b><br>TW advised that 4 tenders for the playground re-development had been received by CWAC. These had been circulated, <b>Resolved</b> on which contractor to appoint, pending clarification from CWAC on starting dates and payment processing dates. TW to contact CWAC for confirmation. Weather permitting the work to the playground will start by the end of November with completion, again weather permitting, being early January.   | <b>TW</b> |
| <b>23/90</b>   | <b>Murdishaw Roundabout crossing update:</b><br>TW confirmed that she had sent a letter of formal complaint to Halton Borough Council, via tracked delivery, asking for answers to the questions already raised regarding the implementation of the crossing at the Murdishaw roundabout, she has not had any response. The council feel this requires further action and <b>Resolved</b> to send a Freedom of Information request to HBC, which legally gives them 20 working days to respond, otherwise the matter can be raised with the Information Commissioners Office. | <b>TW</b> |
| <b>23/91</b>   | <b>Christmas Tree:</b><br><b>1. Supply:</b> TW advised the cost of the tree would be approx. £150-£180 TW to order the tree.  |           |

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|               | <p><b>2. Date of lighting: Resolved</b> to hold the lighting of the Christmas Tree on Friday 1<sup>st</sup> December</p> <p><b>3. Removal of tree:</b> The member of the public who usually assists in taking the Christmas tree down and disposing of has now moved from the village – another member of the public kindly offered to do this.</p>   |                  |
| <b>23/92</b>  | <p><b>Volunteering Groups:</b></p> <ol style="list-style-type: none"> <li><b>Summer Fayre:</b> this has taken place and was a success.</li> <li><b>Halloween:</b> Plans are coming together for a Halloween party for the children in the village, a donation from the PC was requested, <b>Resolved</b> to donate £75 to the volunteer group to cover some of the costs involved. TW to arrange payment.</li> <li><b>Playground gates:</b> The volunteers confirmed this is working well.</li> </ol>       | <b>TW</b>        |
| <b>23/93</b>  | <p><b>Newsletter:</b></p> <p>TW is starting to put this together. It is the intention to have this ready for print for the week of 13<sup>th</sup> November.</p> <p>Councillors and MOP to send any items to TW for inclusion by Sat 28<sup>th</sup> October.</p> <p>A notice has gone on the notice board for any members of the public wishing to add anything to contact the clerk.</p>  | <b>TW</b>        |
| <b>23/94</b>  | <p><b>Planning:</b></p> <p>No planning applications received.</p>   |                  |
| <b>23/95</b>  | <p><b>Budget 2024/25:</b> TW had circulated the 1<sup>st</sup> draft budget, which was discussed, a small number of amendments were made, and will be reviewed again next month when more of the council should be present for the meeting. TW to update and re-circulate the budget.</p>   | <b>TW</b>        |
| <b>23/96</b>  | <p><b>Meeting dates for December and January:</b> discussed as there are only 2 working weeks – with Christmas holidays – between the December and January meetings. Agreed to hold both meetings.</p>  |                  |
| <b>23/97</b>  | <p><b>Accounts/Financial</b></p> <ul style="list-style-type: none"> <li>Income received £50.00 Barclays bank compensation.</li> <li>Payments authorised: <ul style="list-style-type: none"> <li>Halloween Donation – volunteers £75</li> <li>Bizzi Bee – Grass cutting – September £375</li> <li>PKF Littlejohn – External Audit £378</li> <li>Gleaves – compost &amp; plants £92.93</li> <li>Clerks salary October</li> <li>Cheshire West &amp; Chester – Election expenses £181.00</li> </ul> </li> </ul> |                  |
| <b>23/98</b>  | <p><b>Asset Maintenance &amp; Register:</b></p> <p><b>To review the Millennium Tree pruning.</b> A member of the public usually carries out the tree pruning free of charge, he has now moved from the village, the tree will need pruning later this year. BS &amp; TW to get quotes for pruning the tree to be presented at the next meeting.</p>   | <b>BS<br/>TW</b> |
| <b>23/99</b>  | <p><b>Items for Next Agenda</b></p> <ul style="list-style-type: none"> <li>Playground update</li> <li>Murdishaw roundabout crossing update</li> <li>Volunteering Groups</li> <li>Budget 2<sup>nd</sup> draft</li> </ul>   |                  |
| <b>23/100</b> | <p><b>Date of Next meeting</b></p> <p>Wednesday 1<sup>st</sup> November 2023 <b>7. p.m.</b></p>   |                  |

The meeting closed at 8.25pm

Signed:

Date