

## SPROSTON PARISH COUNCIL

### Minutes of meeting held 20<sup>th</sup> January 2020 at 19:00.

**Present:** Cllr. J. McKechnie, Cllr. J. Norbury, Cllr. D. Hurstfield, Cllr J. Sheldon, Cllr C. Sherwin, Cllr A. Ramshall, Kate Marsh (Clerk).

**Apologies:** None.

**Declaration of Interest:** None declared.

No public speaking.

**01/20 Minutes** of previous meeting held on 2<sup>nd</sup> December 2019 agreed and signed. Cllr DH signed and Cllr JN seconded.

**02/20 Standing Orders:** The standing orders were circulated by the clerk.

**Resolved** full council to adopt the standing orders and to use them to suit Sproston's parish situation.

**03/20 Financial Regulations:** The financial regulations were circulated by the clerk.

**Resolved** full council to adopt.

**05/20 Risk Assessment:** The risk assessment was produced by the clerk and circulated.

**Resolved** approved by full council.

**06/20 Personally Owned Computer Equipment Policy:** The policy was circulated.

**Resolved** that the policy was signed by all council members present.

**07/20 Spring Newsletter:** A discussion took place as to the contents of the spring newsletter. It was agreed that it would contain information about the work the council are doing in regard to the state of the highways, the need to resume the Home Watch scheme and to ask for volunteer coordinators to help with the scheme. The newsletter would also contain a reminder about the defibrillator and where it is.

**Resolved** Cllr JM to send the clerk a previous template in order to draft a newsletter to circulate. The clerk will draft a questionnaire to see how residents would like to communicate with the parish council and keep up to date with news.

**08/20 Defibrillator:** Cllr JM reported that this is now working and the NHS have been informed that it is back online.

**09/20 Highways:** The clerk reported that the gullies and mud on the road that were reported on Holmes Chapel Road, Brereton Road and Poolford Lane had been attended to. The outstanding issues were the rubbish on Holmes Chapel Road hedges which the inspector was due to attend.

**Resolved** that the clerk would report the following to Highways: Holmes Chapel Road from Brereton Lane westbound and eastbound mud and gullies, two gullies outside J&J Vehicles on Holmes Chapel Road have sunk and they are rattling and are in need of repair. Brereton Lane towards Middlewich either side gullies need attending to. Report to Cheshire East that Poolford Lane speed sign and the heavy goods sign at the junction need repairing. Report to Cheshire West that westbound of Holmes Chapel Road there is a big dip in the lane.

**10/20 Planning:** To consider the following applications:

Nil received.

**11/20 Accounts:** To note the balance of accounts = £4177.54

Payments:

- Online payment – clerk’s salary
- Online payment - £226.00 Adam Keppel Green Website hosting and management.

Receipts:

- Nil

**12/20 Clerks Report:**

- Clerk’s employment contract was signed by the chairman. Cllr J Ellis questioned whether we had to employ the clerk or whether there was a different status.
- The clerk has been in touch with Holmes Chapel Directory following last month’s discussion.  
**Resolved** that the clerk would send the spring newsletter to the Holmes Chapel Directory.
- The clerk had been in touch with Sproston’s Cheshire West councillor, Mark Stocks, about attending meetings. The 2020 meeting dates were sent to him but there has been no confirmation of attendance yet.
- PCSO Susan Wardzinski had sent a report for the meeting which was circulated.

**13/20 Councillors Report:** Nil

Meeting closed at 20.23.

Signed.....

Seconded.....

Date.....