



Minutes from the Parish Council Meeting held on Monday 15<sup>th</sup> February at 7.30pm at Hartford Village Hall, 244 Chester Road, Hartford, CW8 1LW

Attended by: Cllr Hoey (Chair), Cllr Reed, Cllr Weltman, Cllr Bannister, Cllr Done, Cllr Channon, Cllr Salmon  
Jo O'Donoghue (Clerk)

Also attended by: Gina Bebington (Northwich Guardian)

## PART A

### 1. To receive Apologies

**Noted:** Apologies were received and accepted from Cllr Broome and Cllr Boylan

### 2. Disclosure of interest in items on the agenda

To receive from members, disclosure of any (a) Disclosable Pecuniary Interests and, (b) Other Disclosable Interests as required under Chapter 7 of the Localism Act 2011 and Kingsmead Parish Council's Code of Conduct.

**Noted:** There were no declarations of interest

### 3. Public Open Forum

Members of the public are invited to address Councillors and raise issues of concern.

**Noted:** No member of the public attended the meeting

### 4. Approval of Minutes

a) To approve and sign Minutes of the Council Meeting held 18<sup>th</sup> January 2016

**Resolved:** It was proposed by Cllr Done, seconded by Cllr Salmon and unanimously agreed to approve and sign the Minutes of the Council Meeting held 18<sup>th</sup> January 2016.

### 5. Finance and Administration

a) To approve and sign the accounts for payment February 2016

**Resolved:** It was unanimously agreed to approve and sign the accounts for payment as follows:

Clerk Salary	£ 707.26
HMRC	£ 314.71
Caddis (A1585)	£ 420.00
Caddis (A1584)	£ 210.00
WAP Lawton (12674)	£ 720.00
<b>TOTAL</b>	<b>£ 2,371.97</b>

b) To approve and sign bank reconciliation January 2016

**Resolved:** It was unanimously agreed to approve and sign the bank reconciliation January 2016

c) To note action taken from the previous meeting and any outstanding actions to be processed

**Noted:** The action list was noted

d) To approve annual risk assessment

**Resolved:** It was proposed by Cllr Done, seconded by Cllr Salmon and unanimously agreed to approve the annual risk assessment.

### 6. PCSO

a) To receive update on PCSO share with Davenham and Moulton Parish Councils

**Noted:** It was noted that a new Service Level Agreement is being prepared and should be available

within the next month or so.

- b) To agree action to be taken

**Noted:** It was agreed to take no further action at the present time.

#### 7. Operation Shield

- a) To receive report

**Noted:** It was noted that the DNA kits will be delivered to targeted properties within the next fortnight.

- b) To agree action to be taken

**Noted:** It was agreed to take no further action at the present time.

#### 8. Communications Policy

- a) To note proposed communications policy

**Noted:** The Communications Policy was noted having been previously circulated.

- b) To agree action to be taken

**Resolved:** It was proposed by Cllr Weltman, seconded by Cllr Hoey and unanimously agreed to adopt the Press and Media Policy.

#### 9. Trees & Ponds

- a) To receive report from Cllr Reed and note quotations received

**Noted:** Cllr Reed provided a thorough report and the quotations from Caddis were noted.

- b) To agree action to be taken

**Resolved:** It was proposed by Cllr Reed, seconded by Cllr Done and unanimously agreed to accept the quotation for works as follows:

##### Stapley Close

- Clear all the dogwood from along the fence line
- Remove the stand of Ash and Silver Birch within the woodland area to create light.
- All brash will be chipped into the woodland area and spread as mulch for weed prevention.
- Finally leave the area neat and tidy

Total inc. VAT £660.00

##### Wilton Close/ Wilton Bank

- Carry out major hedge reduction along the woodland on Wilton Close.
- Remove the leaning Larch and Cherry from next to the fence at the end of the bank near the car park.
- All brash will be chipped into the woodland area and spread as mulch for weed prevention.
- Finally leave the area neat and tidy

Total inc. VAT £2220.00

#### 10. Litter Pick

- a) To receive report from Cllr Weltman

**Noted:** Cllr Weltman provided a report which was noted

- b) To agree action to be taken

**Resolved:** It was unanimously agreed to hold the litter pick on Saturday 5<sup>th</sup> March from 10.30am, volunteers to meet at Kingsmead Square. Clerk to update website, Cllr Reed to update facebook and Cllr Weltman to contact Kingsmead Primary School.

#### 11. Adverse Possession

- a) To note claim for adverse possession under title number CH603294

**Noted:** It was noted that a resident is claiming adverse possession of a section of land forming part of title number CH603294 (public amenity land) and that Cllr Salmon and the Clerk have met with Stephen Worrall of CFP Solicitors to discuss the claim. Land Registry has requested any objection to the claim to be made by 24<sup>th</sup> February 2016. Mr Worrall advised that the claim was not valid and recommended lodging an objection.

- b) To agree action to be taken

**Resolved:** It was proposed by Cllr Hoey, seconded by Cllr Salmon and unanimously agreed to instruct CFP Solicitors to make a formal objection to the claim for adverse possession under title number CH603294.

#### 12. Weaver Boatyard

- a) To receive a report from the Clerk

**Noted:** It was noted that following a report regarding the Weaver Boatyard a complaint was sent to

the Canal and River Trust and the following response was received:

“I can confirm we have raised our concerns with the owners and will continue to do so until we are satisfied with the outcome.

We have reported the situation to our environmental team and are monitoring the situation to ensure there are no pollution issues to deal with. We are also making sure the safety of other river users is not compromised in any way whilst the matter is resolved.

It is also true that the water space in which the craft is moored upon does not belong to the Trust we do feel strongly that action should be taken sooner rather than later now to rectify the problem.”

- b) To agree action to be taken

**Noted:** It was agreed to take no further action at the present time.

### 13. Encroachment onto Parish Land

- a) To receive report from Cllr Reed

**Noted:** Cllr Reed provided a thorough report and it was noted that a London Road resident has extended removed part of a hedge, installed a gateway onto St Georges Way Field and fenced and cultivated an area beyond their boundary fence.

- b) To agree action to be taken

**Resolved:** It was proposed by Cllr Reed, seconded by Cllr Hoey and unanimously agreed to write to the resident requesting the land be reinstated and all fencing and fixtures removed.

### 14. Close of meeting

The meeting closed at 8.30pm.