



**Councillors are summoned to attend the
Extra Ordinary Meeting of
WEAVERHAM PARISH COUNCIL**
To be held at
Weaverham Community Centre, Russett Road, Weaverham, CW83HY
on
Monday 10th March 2025 at 7pm

Actin Clerk: Adrian Morgan
Email: clerk@weaverhampc.co.uk
Tel: 01606 854451

AGENDA

148 **Public Open Forum** Members of the public are invited to address Councillors and raise issues of concern. This session will last no longer than 10 minutes (standing Order 1e). Each member of the public is entitled to speak once only and shall speak for not more than 3 minutes (Standing Order 1f).

149 To **approve** any apologies for absence.

150 To **receive** any new declarations of interest.

151 Minutes

151.1 To **approve** minutes of Council meeting held on Monday 24th February 2025.

152 To **approve** Council’s Policies and Procedures.

- a. Standing Orders
- b. Financial Regulations
- c. Social Media Policy
- d. General Privacy Notice
- e. Council Data Audit
- f. Subject Access Request
- g. Media Consent Form
- h. IT Security Policy
- i. Data Retention Policy
- j. Data Breach Response Plan
- k. Complaints Procedure
- l. Members Code of Conduct

153 To **approve** the Asset Register

154 To **approve** Council’s Risk Assessments.

155 **Clerk's Update:** The Clerk to update Council on any matters.

**Resolved to exclude the public under the Local Government Act 1972 Section 12A
PART 19(i) Part B**

Confidential Item

156 To **approve** the appointment of Adrian Morgan as Clerk to the Council from 31st March 2025

157 To **appoint** Adrian Morgan as RFO to the Parish Council.

158 To **Confirm** date of the next meeting of Council, Monday 24th March 2025.

Signed

A handwritten signature in black ink, appearing to be 'Adrian Morgan', written over a horizontal line.

Adrian Morgan

Acting Clerk.



Weaverham Parish Council
Minutes of Ordinary Meeting

Held at

Weaverham Community Centre, Russet Road, Weaverham, CW8 3HY

on

Monday 24th February 2024 at 7pm

Present: Cllrs Gillian Edwards (GE) Chairman, Cllr Nigel Freestone (NF), Ian Mills (IM), Peter Wilkinson (PW), Roger Moss (RM), John Freeman (JF), Jason Endress (JE) and Mike Gerrard (MG).

Cllr Lynn Stocks & 10 members of the public.

114. Members of the public raised the following matters with the Council.
- 114.1 Council has not received a response to its letter regarding flooding on Keppers Lane. Clerk to **follow up**.
 - 114.2 Speed on Keppers Lane is of concern. Clerk to **follow up** with our PCSO.
 - 114.3 Parking at the junction of Keppers Lane & The Stronghold. Clerk to **follow up** with our PCSO.

Cllr Ian Mills joined the meeting at 7.05pm

115. Co-option of New Councillors.
- 115.1 Rees Lasseter & John Pether we co-opted as new councillors. **approved**.
116. The following apologies for absence were received from Cllr Keith O'Neil and Iain Lasseter who will be late was **approved**. Cllr Phil Rimmer CWaC councilor was **noted**.
117. No new declarations of interest were made **noted**.
118. The minutes of the meeting held on 27th January 2024 were **approved**.
145. Council approved changing the order of items on the agenda. Cllr Lynn Stocks & Cllr Gillian Edwards gave a verbal report to Council on their activities which was **noted**. No report was received from Cllr Phil Rimmer.

Cllr Iain Lasseter joined the meeting at 7.25pm

119. Finance
- 119.1 Minutes of Finance meeting held on 20th January 2025 were **approved**.
 - 119.2 Part B Minutes Finance meeting held on 20th January 2025 were **approved**.
 - 119.3 Minutes of Finance meeting held on 17th February 2025 were received **noted**.
 - 119.4 Accounts for January 2025 were signed and **approved**.
 - 119.5 Cheque payments of £2,892.77 were **approved**.
 - 119.6 Due to lack of signatories Cllrs Wilkinson & Freeman signed a cheque for the Community Association. (not allowed under financial regulations). **approved**.
120. The Finance Committee name will change to Finance & Policy Committee was **approved**.

121. Appointment of RFO was deferred to council meeting 10th March 2025 **approved.**
122. Cllr Iain Lasseter is to be added as a signatory to the Council's Current Account. **approved.**
123. **Internal Audit Report.**
123.1 The Clerk gave a verbal report on actions that have been taken to implement the recommendations of the Internal Auditor. A meeting will take place on 10th March 2025 to approve all the council's policies and procedures. **approved.**
124. **Environment**
124.1 Minutes of meeting held on 5th February 2025 were **approved.**
124.2 Minutes of meeting held on 12th February 2025 were **received.**
125. **Lack of Gritting in the village.**
125.1 This item was deferred to the next meeting of Environment. **approved**
125.2 Clerk to hold discussions with our maintenance contractor to discuss how they can help with gritting etc. With a view to amending the existing maintenance contract. **approved.**
126. **Flooding in the village**
126.1 Clerk to obtain quotations for the hire of a Gully sucker and sweeper **approved.**
126.2 Clerk to obtain a quotation for the hire of a ride on street sweeper **approved.**
126.3 Clerk to hold discussions with our maintenance contractor to see if they can manage the Council's winter management program and report back to Council. **approved**
127. VE day celebrations 8th May 2025. The Clerk gave a verbal report on the progress of the celebrations. **noted.**
128. VJ Day celebrations 15th August 2025. A religious service will take place at St Mary's Church hosted by churches together. A party in the park is to be held in the evening. The Clerk obtains a quote for a stage and music for the event and report back to Council. **approved**
129. The Highways Volunteer Scheme from CWaC was discussed. The Clerk will be the Council's lead. A list of work options will be presented to Council for consideration. **approved.**
130. The Old Youth Club Site/ Doctors Car Park/ Brownie Hut Project
130.1 The proposed two-story building has been cancelled due to the projected costs **approved.**
130.2 The new location for the indoor Youth activities and Councils offices with storage is to be sited at the Brownie Hut. **approved**
130.3 Project Development Phases.
Phase 1 Old Doctors surgery car park is to be tidied up with marked car spaces and 2 disabled car parking spaces with signage. **approved.**
Phase 2 A BMX bike area is to be located on the Old Youth Club site with a breakout area that will separate the Skateboard Park from the car park. **approved**

- Phase 3 A new car parking area is to be established on the Old Youth Club site with 2 disabled car parking spaces and 4 EV charging spaces **approved**.
- Phase 4 The Old Brownie Hut is to be redeveloped to incorporate the Council offices and storage facility and Indoor Youth activities. **approved**
- Phase 5 Landscaping to incorporate outdoor play equipment for older teenagers and a secret garden. **approved**
- Phase 6 Social Cohesion & Metal Health. Outdoor activities for adults and families. E.g. Crazy Golf, Boules, chess etc. with break out seating areas. **approved**
- 130.4 Consultation with the High School students will take place regarding the provision on youth activities. **approved**.
- 130.5 A wider consultation process will take place to involve the whole community. **approved**.
131. Solar panel generation tariff. JE gave a verbal report which was **noted**.
- 132 A 2-year contract for the provision of a contact sim by TWM costing £500 +VAT was **approved**
133. Bonfire Fire Night Celebrations will take place on Saturday 1st November 2025. Nemesis will be booked for the event. **approved**
- 134 Old Doctors car park can be used by Homestead Garage to park cars, relieving the parking situation on Gorstage Lane. Subject to confirming the legal position of the Covenant and a lease agreement. **approved**
- 135 IL gave a verbal report updating the Council on the Kiosk/ Toilet project. The expected completion date is mid-May 2025. **noted**.
136. Planning
136.1 Minutes of meeting held on 24th January were **received**.
- 137 The empty property next door to the Turkish restaurant was discussed. GE has asked for an update from Planning enforcement. **noted**.
- 138 Our Cemetery representatives gave a verbal report which was **noted**.
139. A report was received from JE regarding the GOV.UK name transfer. Clerk investigates the cost of transfer via an outside IT specialist. **approved**
- 140 Cllr John Freeman to be given the Freedom of The Parish Honor for his services to the Council and the wider community **approved**.
141. The Chair is to be given an allowance of £100 for Civic/ Community appreciation. **approved**.
142. **Clerks' update**
142.1 Rob Chanley from CWaC planning will give a presentation to the Council on 28th April 2025. **approved**

- 142.2 Free CPR Training is available till the end of February. **noted**
- 142.3 Country Side Charity Renewal of £36.00 PA was **approved**
- 142.4 The Cheshire & Warrington Devolution plan is to be discussed at the next Council meeting. **approved**
- 142.5 A49 Safety campaign. - Referred to next meeting of Environment. **approved.**
- 142.6 Avian Burd Flu has been found in Bromborough on the Wirral being monitored by CWaC. **noted**
- 142.7 ROSPA Inspection to take place in April costing £240+VAT was **approved**
- 142.8 The following road closures are scheduled for Pothole repairs. Walnut Avenue, Russet Road, Farm Road and Owley wood Road **noted.**
- 142.9 Councillors asked the Clerk to write to Cllr Phil Rimmer requesting that he provides the Council with a report on his activities if he is unable to attend the Parish Council meetings. **approved.**

143 Councillors Attended the following meetings or had discussions on behalf of the Council.

- IL Kiosk / Café
 - MG Youth club site
 - NF Youth club sit, Online sustainability & Environment.
 - GE School Council & Weaverham Trust
 - RM School Council & Weaverham Trust, Youth Club site
 - JE Weaverham Foot Ball club
 - PW Cemetery Committee
 - JF The Orchard Group, Cemetery Committee
 - IM Cemetery Committee, Watsapp discussion, Kiosk/ café.
- All meetings and discussions were **noted.**

144 Police Matters

144.1 Parking on Zig Zag areas outside Wallerscote School. Clark to raise this with our PCSO. **noted**

146. Public Forum

146.1 A query was raised regarding the public consultation regarding the Council’s projects was **noted.**

146.2 A resident supported the Council’s decision to let Homestead Garage use the Doctors car park. **noted.**

F147. The date of the next meeting has been **confirmed** as Monday, 10th March 2025 at 7pm. Meeting Closed at 9.28 pm

Signed as a true record

Name.....

Signature.....

Date.....