

# Minutes of the meeting of Sandymoor Parish Council 28<sup>th</sup> March 2024

## Hazlehurst, Acton's Wood Lane

### **Present**

Cllrs S Mahon, Chair, T Willett, Vice Chair, M Graves, S Hurst, and J Secker

Six members of the public.

### **1/3/24 Apologies for absence**

Apologies were received from Cllr Schon and P Wright, Louise Irvine, RFO, HBC Cllrs Bradshaw, Davidson and Ryan

### **2/3/24 Declarations of Interest**

Cllr Hurst declared an interest in any items relating to the Academy

### **3/3/24 Minutes of the meeting held on 22<sup>nd</sup> February 2024**

These were approved as a correct record

### **4/3/24 PCSO report**

The PCSO was unable to attend but asked the council and members of the public to respond to the Police's initiative the new 'Op Park Safe' that Cheshire Police had introduced as this may be of use to any local residents who are experiencing parking issues.

**Operation Park Safe** is a new project which will allow members of the public to report parking issues online.

As part of the scheme, residents will be able to upload videos and photographs of offending vehicles where they will be assessed by an experienced traffic officer, who will triage and deal with any dangerous parking offences.

Any minor traffic obstructions, or community impact issues will be allocated to the local PCSO or Beat officers to deal with in an appropriate manner.

### **5/3/24 Community Engagement.**

The issue of speeding and the effectiveness of the SID was raised. The latest data from Halton BC was now available and seemed to indicate most traffic/the average was below the speed limit. The information had also been forwarded to the Police as there were an unacceptable number of high speeds recorded.

### **6/3/24 Clerk's Report**

The Clerk reported on progress on the summer fair, emptying of the Swan's Reach bin and a consultation proposed with residents of Hazlehurst on a joint gardening project with the Academy. Numerous concerns from residents had been passed on to the appropriate authorities.

## 7/3/24 Policy Review Recommendations

It was agreed to adopt the following:

revised model Standing Orders

revised Financial Regulations with reference to expenses policy

model Data Protection policy -it was agreed that the RFO and Digital Officer be the appropriate member of staff

model Media policy. It was agreed that at future meetings members of the public be advised that they required permission of the meeting to make recordings and that that any disruption of the meeting would be dealt with under Standing Orders

Holiday policy – it was agreed that in the first instance application for leave be made to the Chair or in their absence the Vice-Chair, that the policy be renamed Annual Leave Policy and that reference to ‘the Green Book’ be removed.

## 8/3/24 Summer Fair update

Cllr Willett gave an update on the preparations for the summer fair on 6<sup>th</sup> July.

## 9/3/24 Borough Council Report including Highways issues

Cllr Ryan submitted a written report covering the following areas:

Emptying of the bin at Swans Reach;

Ongoing involvement with the preparations for the summer fair;

A surgery was to be held at Daresbury on 13<sup>th</sup> April 10-12

## 10/3/24 Planning Applications

No action to be taken.

## 11/3/24 Accounts for payment

The following payments were approved:

Name	Description	Ex VAT	VAT	Total
Staff	Salaries	1153.46		1153.46
HMRC	Employer Tax & NI Payments	170.70		170.70
Cheshire Pensions	Employer Pension Payment	383.70		383.70
A L Neil	Expenses	67.55		67.55
Microsoft	Office 365 Standard	20.60	4.12	24.72
Microsoft	Office 365 Basic	4.90	0.98	5.88
CLM Ltd	Jubilee Forest Maintenance Quarterly Invoice	1080.00	216.00	1296.00
	<b>Totals</b>	<b>2880.91</b>	<b>221.10</b>	<b>3102.01</b>

## 12/3/24 Finance Report

The Clerk provided the following report on behalf of the RFO

Previous Bank Balance (18 Feb 2024): £86,080.07

Current Account Bank Balance: £50,637.38

Savings Account Balance (18 Mar 2024): £84,657.11



Total (18 Mar 2024): £135,294.49  
Expenditure (18 Feb 2024 – 18 Mar 2024): £2,422.96  
Income (18 Feb 2024 – 18 Mar 2024): £1,000  
POS Dowry1: £707,686.66  
Dividend Received for Quarter (31 Jan 2024): £9,007.02  
Sink Fund2: £38,885.71  
Dividend Received for Quarter (31 Jan 2024): £494.91

### **13/3/24 Asset Register review**

The register previously circulated by the RFO was approved.

### **In accordance with the Local Government Act to resolve to conduct the rest of the meeting in Part BB**

### **14. POS Update**

The Chair reported that some progress was being made re the Morris Homes site, that the David Wilson Homes site was with solicitors and that the Bloor site was still awaiting a decision from Bloor.

### **15. Investment Strategy**

To date only one reference had been received for the company referred to at the February meeting. It was agreed that the Clerk re-contact the referees.

### **16. Payroll Contract**

It was agreed to renew the current contract but to seek three quotations for the service before the end of 2024.

### **17. Litter Bin at Swan's Reach**

As the bin at Swan's Reach was on Parish Council land the Borough Council had asked the council to make its own arrangements for emptying. The Clerk had contacted ten private sector providers and had had two quotes – one for £125 per visit and one for £52 per visit. It was agreed to delegate to the clerk to resolve the issue if HBC or another provider came forward with a lower price.

The meeting closed at 8.40 p.m.

