

**Minutes of Duddon and Burton Parish Council Meeting
at Duddon, Clotton & District Memorial Hall on Monday 25th November 2024 at 7.00pm**

PRESENT:

Cllr C Cummins
Cllr G Goulbourne - Chairman
Cllr A Green
Cllr M Lightfoot
Cllr K Warburton

Members of the Public: 3
CLERK: Mrs T Ryall-Harvey

APOLOGIES FOR ABSENCE – No apologies were received.

DECLARATION OF PECUNIARY INTERESTS - No declarations were received.

PUBLIC PARTICIPATION

It was reported by a resident representing the Duddon, Clotton and District War Memorial Hall that a defibrillator had been installed on the outside of the Hall and was now registered with the Circuit. It was reported that the Memorial Hall was looking to explore training for residents on how to use the defibrillator. It was also reported that following the last meeting the Memorial Hall had obtained a quote for the installation of solar panels and were hoping to receive a further quote within the next few weeks.

The company that had quoted had suggested installing additional solar panels to allow electricity to be sold back to the grid to counteract the times when the Memorial Hall required electricity in the evenings rather than installing a battery.

A resident reported that she had been approached by a number of residents to ask if it would be possible to upgrade to the play area. The resident asked what does the community need to do to put the wheels in motion, it was suggested by another resident that rubber matting be installed for all year-round play.

ACTION: Resident to provide by beginning of January a plan with quotes and funding streams for the Parish Council to consider.

ACTION: Clerk to provide companies details who can quote playground equipment to resident.

MINUTES OF THE MEETING

RESOLVED 24/026: That the minutes of the meeting held on 23rd September 2024 be confirmed as a correct record and signed by the Chairman.

PLANNING APPLICATIONS

The council noted the Planning Register as circulated at the meeting, dated 18th November 2024 and it was noted that no planning applications had been received since the last meeting.

24/02297/FUL – Duddon Mill House, Mill Lane, Duddon, Tarporley CW6 0HA – Demolition of the existing dwelling and outbuildings for the erection of a replacement dwelling – the Parish Council submitted **no objections** to this consultation.

24/03161/FUL - Burton Farm Burton Road Burton Chester CW6 0ER - Change of use of land and buildings known as the former hatchery buildings at Burton Farm to light/general industrial and storage, B2, B8 (including ancillary Class E(g)i) together with Canine hydrotherapy Class E (c)(iii) including the subdivision of the existing units into six units and retention of extant office and welfare facilities (retrospective) – the Parish Council submitted **no objections** to this consultation.

ACCOUNTS

Cashbook

RESOLVED 24/027: that the YTD Cashbook dated 18th November 2024 be approved and the Outturn against Budget be noted.

Bank Reconciliation

RESOLVED 24/028: that Cllr Green signs the Bank Reconciliation and Bank Statements.

Pay Scale Award

RESOLVED 24/029: that the Clerk be awarded 1 SCP pay increase and the proposed National Salary Award Scheme for 1st April 2024 be approved and the clerk be awarded backpay.

Authorisation of Payments

RESOLVED 24/030: that the following income and expenses be approved:-

Income received since the last meeting for noting:		Gross Amount	Comment
09/10/2024	Lloyds Bank	£7.82	Bank Interest
11/11/2024	Lloyds Bank	£8.61	Bank Interest
27/10/2024	Skiptons	£28.09	Compound Interest
27/09/2024	Skiptons	£29.28	Compound Interest

Payments made since the last meeting for approval:					
Date	Payable to	Net Amount	VAT	Gross Amount	Comment
17/10/2024	Bank Charges	£7.00	£0.00	£7.00	Bank Charges
17/11/2024	Bank Charges	£7.00	£0.00	£7.00	Bank Charges
25/10/2024	Mrs T Ryall-Harvey	£264.20	£0.00	£264.20	Clerk's Salary Tax Month 7
29/10/2024	HMRC PAYE	£66.00	£0.00	£66.00	Tax Month 7
09/10/2024	Shires Accountants	£85.70	£17.50	£103.20	Payroll Services for Months 07-12 of tax year 24/25
11/10/2024	Northwich Town Council	£390.00	£78.00	£468.00	Playground Maintenance

Payments not yet made for approval:				
Payable to	Net Amount	VAT	Gross Amount	Comment
Mrs T Ryall-Harvey	£141.08	£6.77	£147.85	Clerk's Expenses
HMRC	£85.80	£0.00	£85.80	PAYE for Tax Month 8
Mrs T Ryall-Harvey	£343.24	£0.00	£343.24	Salary Tax Month 8

THE COMMUNITY

It was reported that following the Annual Inspection of the Playground Equipment Northwich Town Council had painted the play equipment that had been highlighted as requiring treatment for rust/corrosion.

CORRESPONDENCE

Parking Concerns on Back Lane- the meeting noted concerns raised by a resident of Back Lane to cars parking on the pavement. The Clerk recommended that the resident report parking obstructions to the Police. The Clerk also reported that she had contact CWaC Highways to find out if parking restrictions could be put in place, however CWaC had confirmed that the blocked access and blocked footways was a

- matter for the Police and they would not consider this area for installation of parking restrictions on this basis.

Request for meeting to discuss Duddon improvement works- United Utilities

It was reported that the Parish Council had been invited to a Q & A session that United utilities were holds on Wednesday 27th November between 2pm and 6pm at Utkinton Village Hall to discuss a planning application that they were looking to submit. Cllr Goulbourne confirmed his intention to attend this meeting.

Concerns about the park

An email from a resident was circulated around the Parish Councillors for them to view, it was agreed that the Clerk would respond to provide an update on what had been agreed earlier in the meeting.

PARISH COUNCIL MATTERS

Action Plan – the 2024-25 Action Plan was reviewed, and it was agreed that this should role forward with the discussed amendments to create the 2025-26 Action Plan and be published on the website.

Budget requirements for 2025-26

It was suggested that the following activities should be included within the budget for 2025-26:-

- Cleaning of Gutter on Back Lane & Willington Road - £500
- Rub Down and Paint 1 x single swing and 2 x double swing sets that are in the Duddon Village Park area - £440

Cleaning of Gutters on Back Lane and Willington Road- it was agreed that Northwich Town Council should be asked to undertake a six monthly clean of the gutters on Back Lane and Willington Road in the Spring at an approximate cost of £400 per clean and a weed killer in between this at a cost of approximately £150, these this should be reviewed in November 2025 to see if it had been successful as tidying up this area.

Flooding on Well Lane – Cllr Goulbourne reported upon a leak on the United Utilities site in Well Lane that was running onto the Highway, due to a collapsed drain. Cllr Goulbourne reported that he had recently had a meeting with United Utilities to try to resolve this issue and also had reported the collapsed drain to CWaC.

DATE OF NEXT MEETING

The next meeting of Duddon and Burton Parish Council would be held on Monday 27th January 2025 at 7.00pm in the Duddon Clotton and District Memorial Hall.

Meeting finished: 19.26

Signed:



Dated: 27-1-25