

# Whitley Parish Council

## MINUTES OF THE ANNUAL MEETING OF THE PARISH COUNCIL

Held in Whitley Village Hall, Village Lane on Tuesday 21st May 2024 at 7.00pm

Councillors:                   \*       Cllr R Brock (Chairman)

                                     \*       Cllr P Barber

                                     \*       Cllr M Bratherton

                                     \*       Cllr J Cooper

                                     \*       Cllr M Crook

                                     \*       Cllr M Thompson (Vice Chairman)

                                     \*       Cllr G Warburton

                                     \*       denotes attendance

Also in Attendance:           T Noble-Ditchfield (Clerk)  
                                     Borough Councillor P Marshall  
                                     Head Teacher Russell David  
                                     One Member of the Public

Presiding Chairman Cllr R Brock opened the meeting, commencing with agenda item 1, Election and Appointment of Chairman for 2024-2025.

25/001.       **Election and Appointment of Chairman**  
Cllr R Brock was proposed by Cllr M Bratherton and seconded by Cllr M Crook, this was unanimously agreed.

This was agreed after a brief discussion that the Vice Chairman may step up on the next election of Chairman in May 2025, work permitting.

25/002.       **Election and Appointment of Vice Chairman**  
Cllr M Thompson was proposed by Cllr P Barber and seconded by Cllr G Warburton, this was unanimously agreed.

25/003.       **Chairman and Vice Chairman Acceptance of Office**  
The Chairman and Vice Chairman Acceptance of Office forms were signed and countersigned by the Clerk.

25/004.       **Election and Appointment of Village Hall Representative**  
Cllr P Barber was proposed by Cllr M Thompson and seconded by Cllr G Warburton.

25/005.       **Election and Appointment of Burleymen**  
Cllr M Crook and Cllr G Warburton were proposed by Cllr M Thompson and seconded by Cllr M Bratherton.

1.

Chairman Initials .....

# Whitley Parish Council

- 25/006. **Apologies**  
There were no apologies received.
- 25/007. **Declarations of Interest**  
Members were reminded of their responsibility to declare any personal interest or prejudicial interest that they may have in any item of business on the agenda no later than when the item is reached.
- 25/008. **Minutes of the Pervious Meeting**  
The minutes of the Parish Council Meeting held on Tuesday 16<sup>th</sup> April 2024 were confirmed as a true record and signed by the Chairman.
- 25/009. **Public Forum**  
Head Teacher from Whitley School had circulated a report for the committee.  
  
Village Lane, between the walls, road is in need of repair. There is a drive on Raddel Lane with two posts that are protruding into the road. This concern is with the Enforcement Officer at CWAC.
- 25/010. **Cheshire West and Chester Borough Councillors Reports**  
Borough Councillor P Marshall attended the meeting to update the committee members of various items. To apply for the Members Budget a new form is to be completed. A gullies link will be circulated and the committee have been asked to divide the village and take on specific areas each.
- 25/011. **Planning (0)**  
  
**Appeals (0)**  
  
**Notice of Decisions (0)**  
  
**Appeal Decisions (0)**
- 25/012. **Finance**  
WMT Outdoor Services  
Village Maintenance  
Bank Trans £ 320.00  
  
J Barber  
Hedge Cutting  
Bank Trans £ 72.00  
  
SLCC  
FILCA Exam  
Bank Trans £ 144.00  
  
Zurich Insurance  
Annual 2024-2025  
Bank Trans £ 363.00
- Resolved** that payments listed were approved.

# Whitley Parish Council

- 25/012.i The Clerk would like to apply for a Parish Council debit card.  
**Resolved** that a debit card can be obtained from the Parish Council's bank.
- 25/012.ii **Resolved** that the Clerk has delegated powers for payments up to £500.00 in between Council meetings.
- 25/013. **Correspondence**  
**Resolved** that the Clerk had circulated by email to the Parish Councillors documents received to date.
- 25/014. **Litter Bins – A49**  
Cllr R Brock has reported that the A49 litter bin in the layby has gone missing and needs reporting.  
**Resolved** that the Clerk report the missing bin to the Borough Council.
- 25/015. **Whitley Nature Reserve Update**  
The risk assessment has been circulated by the Clerk to Cllr M Bratherton and Cllr J Cooper. As this document is intense more time is required to go through it and check the nature reserve. No swimming signs are needed.  
**Resolved** that Cllr M Bratherton will order two A3 signs for the lake.
- 25/017. **Insurance Renewal**  
The Clerk had obtained two quotes for the renewal of the insurance for 1<sup>st</sup> June 2024.  
**Resolved** that the Parish Council change insurance providers and accept the quote from Zurich.
- 25/018. **Freedom Fibre WA4 4QE**  
**Noted** that when updated to a new model it will become available.
- 25/019 **Greenhill Lane**  
A highways notice had been issued for a temporary road closure commencing on the 28<sup>th</sup> May 2024.
- 25/018. **To Note Matters Arising**  
At the crossroads, opposite the Birch and Bottle, the hedges have become seriously overgrown and dangerous for motorists. This area will need to be cut back.
- 25/019. **Time and Date of Next Meeting**  
The Parish Council meeting was confirmed as Tuesday 18<sup>th</sup> June 2024 at 7.00pm in Whitley Village Hall.
- The meeting closed at 8.14pm.**  
The Annual Parish Assembly commenced at 8.02pm with light refreshments and the Chairman's speech.

**Signed as a true record:**

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**Cllr R Brock**  
**Chairman**

3. **Dated: 18<sup>th</sup> June 2024**

Chairman Initials .....