



Ince Parish Council

COUNCIL SUMMONS

Date: 5th May 2025

Dear Member

You are hereby summoned to attend a Meeting of the Council to be held on **MONDAY 12th May 2025** at 7.00pm in **INCE VILLAGE HALL** for the purpose of transacting the business set out on the agenda below.

Yours sincerely

PZ Bellis

Parish Clerk

Members of the public and the press are welcome to attend for the “Part 1” section of the agenda. Any reports in “Part 2” contain confidential information and only Councillors and the Parish Clerk can be present.

If you have any general enquiries about the meeting, please contact Pam Bellis, Clerk to the Parish Council (Tel: 0151 356 7510, Mob: 07811 406016, email: pambellis03@gmail.com)

AGENDA

PCSO Police surgery 6:30pm to 7:00 pm

- 1 Apologies for Absence**
- 2 Declarations of Interest**
- 3 Public Speaking Time**
- 4 Requests for Items to be raised under Any Other Business**
- 5 Minutes of the meeting held on 7th April 2025**
- 6 Matters arising from the Minutes NOT agenda items**
 - **CJ to visit Abigail Findlay-Stankovic to discuss farm traffic**
 - **PB to forward PC Councillors' emails to DB**
- 7 Matters to be raised with Councillors Heatley / Parker**
 - **Railings on Station Road**
 - **Ward Walk update**
 - **Station Road electronic speed check sign**
 - **Station Road – Barebrick house pavement area**
 - **Station Road – Barebrick house dropped kerb**
 - **Station Road – Protos footpath safety barrier**
 - **Station Road – dropped kerb at entrance to Protos footpath**
 - **Marsh Lane/ Goldfinch Meadows**
 - **Removal of the Railhead requirement Section73**

- **Flooding on Station Road by the bridge**
- **Roundabout maintenance Ince & Elton**
- **Flooding on Marsh Lane by the pumping station – Request CWaC to erect a flood road sign at this point**
- **Flooding Kinseys Lane outside Yew Tree Farm**

Action: PB to forward email trail to Councillor Heatley

8 Matters to be raised by Parish Councillors

- **Newsletter**

9 Reports / communications from Members including matters arising

10 Clerk's Report

- **Correspondence**
 - PB will email planning re road closure notice
- **Policies Review**
 - Cheshire West & Chester Member Code of Conduct
 - Civility & Respect Dignity at Work Policy
 - Complaints Procedure
 - Data Protection and Information Security Policy
 - Discipline, Dismissal and Grievance Policy
 - Equality and Diversity Policy
 - Model Financial Regulations for Local Councils
 - Freedom of Information
 - Health and Safety Policy
 - Policy and Procedure for Handling Requests for Information
 - Risk Assessment
 - Risk Management Strategy
 - Scheme of Delegation
 - Standing Orders
 - **Members Declaration of Interests**

11 Neighbourhood Plan

- **Draft letter to be brought to the next meeting for agreement and distribution.**
- **CJ will contact Edward and Dave and advise of parish councils actions**

12 Ince Wildlife Sanctuary Land

- **On-site meeting Monday 14th April**

- 13 Planning Applications**
No applications received and no decisions taken by Cheshire West & Chester Council since the last Parish Council meeting. Decisions awaited:
- Site Address:** Protos Resource Recovery Park Marsh Lane Ince
Proposal: Construction of a new Carbon Dioxide Spur Pipeline, an Above Ground Installation (AGI) and ancillary equipment to serve Protos Resource Recovery Park
Reference Number: 25/00952/FUL
Case Officer: Hazel Honeysett 07789 878399
hazel.honeysett@cheshirewestandchester.gov.uk
Ward: Goway Rural
Parish: Ince
Closing date for comment: 15th May 2025
- 14 Environment, Highways and Rights of Way**
- Pool Lane Roundabout
 - Ward walk follow up
 - Tree to be planted on the Parish Field
 - Railings on Station Road
 - Station Road
 - Parish Field
 - Goldfinch Meadows – TL will email Michael Gone PROW officer and also ask for an update on the stiles and footpaths
- 15 Play Area and Parish Field**
- PB to contact Michelle Lewis at Essar
- 16 Update on Telephone Box / Defibrillator**
- Date and arrangements for official opening – Saturday 31st May.
- 17 Finance**
- Summary accounts to date
 - Invoices Due
 - Income Received
 - Audit of accounts 2024-2025
- 18 Village Hall**
- Summary accounts to date
 - Audit of accounts 2024 – 2025
 - Gutter cleaning quote – AE will contact James Clayton for a quote
- 19 Agreed Items to be raised under Any Other Business**
- 20 Items for the next agenda**
- 21 Date and time of the next Parish Council Meeting**
Monday 2nd June at 7pm
Ince Parish Council Annual Meeting followed by the monthly Parish Council meeting