

UTKINTON AND COTEBROOK PARISH COUNCIL

MINUTES OF A MEETING OF UTKINTON AND COTEBROOK PARISH COUNCIL HELD AT UTKINTON VILLAGE HALL ON TUESDAY 8th MAY 2018 AT 7.30PM

Present: Cllrs F Tunney (Chair), Cllr Stewart, Cllr Barnes, Cllr Harvey, Cllr Burford, Cllr Needham, Cllr Priestner and Cllr Hughes.

In Attendance: Cllr E Moore Dutton (CWaC)
Anita Langford (Clerk & RFI)

PUBLIC PARTICIPATION- None

08.05.01 APOLOGIES FOR ABSENCE

Resolved: that apologies were received and accepted from Cllr Parker

08.05.02 DECLARATIONS OF PECUNIARY INTERESTS

No declarations received.

08.05.03 MINUTES OF THE ORDINARY MEETING HELD ON 10th APRIL 2018

Resolved: that the minutes of the Parish council meeting held on 10th April 2018 be agreed and signed as a correct record by the Chair.

08.05.04 CLERKS REPORT

The Clerk presented her report (copy enclosed)

08.05.05 BOROUGH COUNCILLOR'S REPORT

Cllr Moore-Dutton expressed a wish that at future date plastics & reducing/recycling more plastics are discussed. Cllr Moore-Dutton sent an email 9th May saying what could be done at Parish Council level eg organising litter picking and publishing details on their websites re what can or can't be recycled.

Cllr Stewart mentioned Muller Yogurts factory on main Warrington Road. Building work started a month ago on building more houses which weren't in the plan as the land was originally planned as a Village Green. Cllr Barnes was concerned that something similar could happen in Utkinton/

Action: Cllr Tunney to look at planning application & Cllr Moore-Dutton to see if she can find out anything. Update from Cllr Tunney 11.5.18 Unable to find this application on CWaC's planning site.

08.05.06 PLANNING APPLICATIONS

The following Planning Matters were discussed:

a) Ref 17/03456/OUT Haulage Yard Tarporley Road (Proposed Erection of detached dwelling (resubmission 17/00790/OUT) – **Awaiting decision**

b) Ref 18/00338/TPO High Gables Overhanging trees require cutting back – **Refused**

c) Ref 18/00944/REM Land adjacent to Rowley Farm approval of reserved matter from planning application 16/05501/OUT - **Awaiting decision**

d) Ref 18/01504/OUT Forest Farm, Heaths Lane Key farm workers dwelling (Permanent). Revised application of 17/04440/OUT – No objections but Cllr Priestner said he thought it was a bad spot from a driving point of view.

Action: The Clerk will submit a comment on behalf of the Parish Council

e) Ref 18/01651/FUL Quarry Bank Cottages. Demolish existing garage & erection of detached double garage – **no objections.**

08.05.07 FINANCE MATTERS

a) To agree accounts for payment (details to follow in correspondence summary)

AUTHORISATION OF PAYMENTS

The following Payments were approved for Payment

DIRECT DEBIT PAYMENTS		
Currys	Customer support Agreement (monthly) (CHARGED ON 30.4.18)	£8.50
PAYMENTS BY BACS		
The British Legion	Purchase of a Silent Soldier (Paid 27th April 18)	£100.00
Anita Langford	April salary	£290.16
Came & Co	18/19 insurance renewal	£448.48

Cheshire Association of Local Councils	Introduction to Local Councils course	£35.00
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b) Finance Working Group report was presented and is summarised below:

Bank balance @ 30th April 2018 £18,483.02.

Extended two year warranty £35 + VAT had been purchased for Clerks laptop

Microsoft Office & McAfee licences expires mid June 18 and options need to be explored to obtain correct lifetime MS Office licence.

Action: Cllrs Hughes & Harvey & Clerk to look into this and obtain licences before current ones expire.

c) 5 hours overtime was agreed to be paid to the Clerk – two with May salary & three with June salary.

Proposed Cllr Harvey, Seconded Cllr Hughes

08.05.08

HIGHWAYS MATTERS

Cllr Tunney frustrated with the situation and want to find a way through, so we can get our roads maintained in a timely manner.

Cllr Tunney advised he had submitted two Freedom of Information requests and asked for the support of Cllr Moore-Dutton on getting replies. One related to how many roadworks and their cost for CWaC including Utkinton & Cotebrook Parish. The other to obtain details of repairs in the Parish undertaken in the last financial year.

The lack of communication from CWaC regarding the recent closure of John Street for patching work and also re the Community Transport Service was discussed. Cllr Moore-Dutton advised writing to Charlie Seward acting CEO of CWaC re this and also saying that if a satisfactory response was not received then the matter would be referred to the Ombudsman.

Action: Clerk to write

Cllr Priestner asked about Tirley Lane but Cllr Tunney advised that it was not on DVI but on a BIDs list. This was per an email from Andy Bithell in Highways. Cllr Moore-Dutton has asked him what the BIDS list is.

Cllr Tunney advised he had written to Andy Bithell at CWaC asking for status report on all roads in the Parish.

Cllr Stewart said Wood Lane road sign needs cleaning and asked about the missing street name plate at Hall Lane. Cllr Tunney has logged this – job no 4828048. There are also some signs missing near the school

Re the speed sign by the school on Quarry Bank, Cllr Tunney and the manufacturers of sign visited to review potential alternative locations and he had a discussion with Dave Reeve in Speed Management at CWaC and that a 20 mile an hour limit may be put in place outside the school. If this happens, then the current sign will become obsolete and may then be relocated. Cllr Moore-Dutton expressed frustration at the lack of local consultation over 20 mph zones.

Cllr Priestner said in previous Neighbourhood Plans, then there was feedback to say that residents wanted reductions in the overall speeds within the Parish and we should take this on board.

Cllr Tunney advised that branches are obscuring the 30MPH signs on Utkinton Road.

Action: Cllr Barnes is to arrange for the branches around current 30 MPH signs to be trimmed.

08.05.09

REPORTS FROM WORKING GROUPS

a) Quarries and Greens (including Quarry Wood on Tirley Lane)

Cllr Barnes had nothing to report re the Greens at Cotebrook but will do his own report in a few months to see whether we still wanted to maintain this.

Cllr Stewart said the Quarry needed a general tidy and clean up but Cllr Hughes said that as part of the Forest School these would be addressed.

b) Plans for a grant-aided 'Forest School' in the Quarry Wood

Cllr Hughes advised he has received 3 volunteers and that a site visit with Cllrs is needed. He wants this to happen within the next 7 days.

Action: Cllr Hughes to arrange a site visit

c) War Memorial & Shrine

To date, donations of £1,290 have been received and the project is to be publicised further to increase the chance of more donations being received.

Cllr Stewart advised that he had not received feedback from all Cllrs re the service at the Shrine on Remembrance Sunday and Cllr Priestner suggested that the Chairman asked all Cllrs for their views.

A discussion was held about regarding the date, time & format of this.

A vote was taken and a majority of six Councillors wanted this to take place on Sunday 11th at 11am and options 2 & 4 (from the paper Cllr Stewart's presented at the last Parish Council meeting) are to be combined. Cllr Stewart said he had timed option 2 and it would take 15-20 minutes and timing was critical so that the two minutes silence happened at 11am.

Cllr Stewart had spoken to Cotebrook band to see if they could provide a Bugler. Cllr Hughes suggested we contacted Cheshire Army Cadets Force in Tarporley to see if they could provide one and Cllr Needham suggested that the British Legion may also be able to provide one.

Cllr Stewart is to look into the logistics of having our service at this time (eg commitments of people involved at other services) and an alternative time of 2pm on 11th was suggested.

Actions: Cllr Stewart to confirm date, time, format & timing of the service.

Once this is known, Cllr Tunney to write to British Legion and Clerk to the Cadets.

Cllr Tunney will include a flyer re the service in the June and September issues of the Courier and the WI be approached about providing refreshments at Utkinton Village Hall.

Cllr Tunney drafted a letter to be sent to Prof & Mrs Redmond re War Memorial preservation and this is to be sent.

Actions: Clerk to send letter.

08.05.10 WEBSITE AND COMMUNICATIONS

Cllr Tunney circulated his report and advised total cost of communicating with our residents is £2.30 per household per year. See attached.

Majority of Councillors don't want to take advertising in The Courier.

08.05.11 NEIGHBOURHOOD DEVELOPMENT PLAN (INCORPORATING FOOTPATH PROJECT)

Cllr Priestner said steering group had met and are talking to relevant groups and will feedback to the Council.

He advised that they need to involve others as help will be needed. Cllr Tunney asked what help needed from the Parish Council.

The final report from Cheshire Community Action had been received 8th May but it doesn't include CWaC's report.

Cllr Needham said the Campaign to Protection for Rural England (CPRE) want to be involved as they have an oversight of a number of Neighbourhood Plans.

Cllr Needham said our Neighbourhood Plan had a low profile and Cllr Priestner is to take this back to steering group. Cllr Tunney is to see if he has a copy of CPRE's report or this subject.

Action: Cllr Priestner to advise what help is needed from Parish Council and look into raising the profile of the NDP.

Cllr Tunney to see if he had CPRE's report

08.05.12 REVIEW TRANSPORT MEETING HELD 27th APRIL

Cllr Tunney circulated his report on the Community buses and CWaC are going to do a full survey of all residents.

Cllr Moore-Dutton also reminded that she had offered funds toward this project.

08.05.13 CORRESPONDENCE

a) Clerk to report to date.

SENDER	DATED	DETAILS	RECOMMENDED ACTION
Cheshire Police Alert	13/4/18	Fraudulent Cryptocurrency Investments and Fake Endorsements	Circulated
Cheshire Police	15/4/18	Crime statistics March	Circulated
ChALC	18/4/18	Invite to meet Police & Crime Commissioner	Circulated
CWaC	23/4/18	TRO re John Street, Utkinton road closure	Circulated
Rural Services Network	23/4/18	Weekly newsletter	Circulated
Cheshire Police Alert	24/4/18	FIFA 2018 World Cup Alert	Circulated
Cheshire Police Alert	25/4/18	Car & key burglaries in Northwich	Circulated
Active Cheshire	25/4/18	Aprils newsletter (full document not printed – 35 pages)	Circulated
ChALC	26/4/18	Update on GDPR & Data Protection Bill	Circulated
Cheshire Police Alert	26/4/18	Phishing alert	Circulated
Cheshire Police Alert	30/4/18	TV Providers discount fraud	Circulated

