

UTKINTON AND COTEBROOK PARISH COUNCIL

MINUTES OF A MEETING OF UTKINTON AND COTEBROOK PARISH COUNCIL HELD AT UTKINTON VILLAGE HALL ON TUESDAY 12th JUNE 2018 AT 7.30PM

Present: Cllr F Tunney (Chair), Cllr Stewart, Cllr Burford, Cllr Needham and Cllr Hughes.

In Attendance: Anita Langford (Clerk & RFO)

PUBLIC PARTICIPATION- None

12.06.01 APOLOGIES FOR ABSENCE

Resolved: that apologies were received and accepted from Cllr Moore-Dutton, Cllr Priestner, Cllr Harvey & Cllr Barnes.

12.06.02 DECLARATIONS OF PECUNIARY INTERESTS

No declarations received.

12.06.03 MINUTES OF THE ORDINARY MEETING AND ANNUAL PARISH MEETING HELD ON 8th MAY 2018

Resolved: that the minutes of the Parish council meeting and the Annual Parish meeting held on 8th May 2018 be agreed and signed as a correct record by the Chair.

12.06.04 CLERKS REPORT

Resolved: that the Clerk presented her report (copy enclosed)

12.06.05 BOROUGH COUNCILLOR'S REPORT

No report.

12.06.06 PLANNING APPLICATIONS

The following Planning Matters were noted b, c & d,

Resolved: that the clerk respond to the following applications accordingly a, e, f & g

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

Action: Clerk to write to CWaC asking why delay in reaching a decision.

b) Ref 18/00944/REM Land adjacent to Rowley Farm approval of reserved matter from planning application 16/05501/OUT - **Approved.**

c) Ref 18/01504/OUT Forest Farm, Heaths Lane Key farm workers dwelling (Permanent). Revised application of 17/04440/OUT – **Approved**

d) Ref 18/01651/FUL Quarry Bank Cottages. Demolish existing garage & erection of detached double garage – **Approved**

e) Ref 18/01695/FUL Land at Rowley House use of land to station a mobile home – **Awaiting decision.**

No objections but Councillors have concerns that a permanent home may be built on this site in the future.

Action: Clerk to submit concerns to CWaC

f) Ref 17/01595/out – informal notice of Appeal by Marcol Homes against CWaC Refusal on grounds of :

“The proposals would not be in keeping with the local landscape setting, contrary to the requirement of policy SOC2 and it is also considered that the proposals would be harmful to the existing landscape character and local distinctiveness and would not preserve or enhance the characters or features for which the ASCV has been designated. For these reasons the scheme conflicts with the relevant parts of policies SOC2, STRAT9 and ENV2 of the Cheshire West and Chester Local Plan (Part One) and retained policy NE11 of the Vale Royal Borough Local Plan.”

– Still awaiting formal notification of appeal. Once CWaC appoint Planning Inspector then we can submit comments/lodge our objection to the appeal.

Action: Cllr Tunney to do further investigation on facts we can use to support our objection and the best way to take this forward so that we submit a strong case.

g) Ref 18/01947/FUL Hollins Hill Farm, Single storey side & rear extension with two storey rear element & porch – **Awaiting decision.**

Action: Clerk to check whether this has been approved

12.06.07 FINANCE MATTERS

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

AUTHORISATION OF PAYMENTS

Resolved: that the following Payments were approved for Payment

DIRECT DEBIT PAYMENTS		
Currys	Customer support Agreement (monthly) (CHARGED ON 4.6.18)	£8.50

PAYMENTS BY BACS		
Anita Langford	May salary	£312.47
Anita Langford	Expenses March-May	£134.05
PAYMENTS BY CHEQUE		
SLCC	Subscription 1.7.18-30.6.18	£84.00

Resolved: that the Clerk had her 6 months appraisal and passed her probation period. Pay to be increased by 40p per hour in line with her SCP.
Proposed by Cllr Stewart. Seconded by Cllr Hughes.

b) Finance Working Group report was presented and is summarised below:
Bank balance- £19,437.14
May income - £2,795.76 Income for Shrine £2,795.76 & £900 refund re Silent Soldier
May expenditure - £773.64
Still awaiting invoice for flashing sign at school.
Resolved: that Clerk will contact CWAC again for this invoice.

c) Cheshire Country Playing Field Association – vote taken to stop subscription as we don't get any benefit from this. Carried unanimously
Resolved: that Clerk contact them to cancel subscription

12.06.08 HIGHWAYS MATTERS

A freedom of information request was submitted to CWaC re the money spent on roadworks in Utkinton & Cotebrook area over the last 12 months. These cost £17,500 and there were 92 items of road works undertaken. Cllr Tunney advised the location and the cost of some of these.

12.06.09 REPORTS FROM WORKING GROUPS

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

Cllr Parker advised Cotebrook Green is water logged as are surrounding gardens. Concern re this as unable to access this land due to this issue.

Resolved: that Cllr Tunney & Clerk to write to United Utilities.

Cllr Stewart asked for copies of the submitted reports for Cotebrook Greens.

Resolved: that Clerk forward these to him.

Cllr Stewart provided invoices from Paul Whalley for mowing at High Billinge & Quarry Wood (May) & Cotebrook Greens and also queried who had actually cut the Greens as Paul Murray has also cut the Greens.

Resolved: that Cllr Stewart to contact Paul Murray re this.

Resolved: that following outcome of discussion with Paul Murray, Clerk would pay Paul Whalley in July

Concern expressed over state of grass and curb stones near the book exchange in Cotebrook

Resolved: that Cllr Parker to take photos of damage so Clerk can report this to CWAC.

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

Six volunteers to assist in tidying up the area. Work is planned to start beginning of July.

Resolved: that Cllr Hughes to liaise with volunteers to arrange this.

c) War Memorial & Shrine

Advert will be in June edition of The Courier asking for people to contribute to the costs of the refurbishment. Also, collect buckets will be available at Utkinton Garden Fete to collect money for this.

Resolved: Clerk to obtain buckets & labels.

Resolved: Arrangements to be made to collect at Fete.

Also, Parish Council are considering a 'Roll of Honour' board in Utkinton Village Hall.

Resolved: that Cllr Tunney to look into this.

Resolved: that the work on the Shrine would take place after the Utkinton Fete as this a major fund-raising opportunity and the work could be publicised then.

Resolved: that Clerk & Cllr Tunney write to Finesse Masonry with start date.

Resolved: that the service for Remembrance Sunday be held at 11am 11th November.

Enquires to be made to see if the road can be closed but this could incur a cost which could be as much as £5,000 (this amount was charged for a recent road closure in Tarporley).

Resolved: that Cllr Tunney would investigate this.

Neither Royal British Legion nor Cheshire Cadets could provide a bugler on this day but we have a download of the Last Post which could be played.

As previously discussed Service option 2 was the preferred option and Cllr Hughes has drafted an order of service based on what is on the Royal British Legion website and will share this with Cllr Stewart. Cllr Stewart explained what he thought could happen at this service.

Resolved: that Cllrs Hughes & Stewart agree the service and report to the full Council at the July meeting.

Cllr Tunney thanked Cllrs Stewart & Hughes for their hard work in planning & organising this service.

Discussions are to be held with Utkinton WI to see what refreshments they will be providing after the service.

Resolved: that Cllr Stewart speak to them about this.

It was decided that the Silent Soldier is to be placed at junction of John Street & Big Field Lane mindful of site lines. Volunteers asked for to assist Cllr Tunney in erecting this. Date to be confirmed

Resolved: that Cllrs Hughes & Parker volunteered and Cllr Tunney to confirm the date.

Resolved: that Cllr Stewart to borrow a machine to check whether there are any wires/pipes in the planned location.

12.06.10 WEBSITE AND COMMUNICATIONS

Cllr Tunney advised two major hits on website following publication of details re roadworks. Courier is currently being produced with various flyers and due to be distributed after weekend 16/17th June.

12.07.11 NEIGHBOURHOOD DEVELOPMENT PLAN (INCORPORATING FOOTPATH PROJECT)

No report as Cllr Priestner unable to attend the meeting.

Still awaiting plan from Cheshire Community Action.

Concerns that footpath to Tarporley was losing impetus and Cllr Stewart looking into what has happened in other areas.

Resolved: that Cllr Stewart to report his findings.

12.06.12 CORRESPONDENCE

a) Clerk to report to date.

SENDER	DATED	DETAILS	RECOMMENDED ACTION
CWaC	08/05/18	TRO 1962 Stable Lane, Cotebrook (burst water main)	Circulated
ChALC	08/05/18	Barrowden PC Planning/Building Control survey	Circulated
Fields in Trust	08/05/18	May update	Circulated
Cheshire Police Alert	09/05/18	Scam warning re elderly resident being conned out of money	Circulated
ChALC	14/5/18	Update on GDPR & Data Protection bill	Circulated
ChALC	14/5/18	Invite to Transport Strategy Event	Circulated Cllrs Tunney & Needham to attend
Came & Co	14/5/18	Receipt and policy documents	Circulated
Cheshire Fire & Rescue	17/5/18	Firelink Newsletter May 18	Circulated
CWaC	18/5/18	Minutes silence anniversary of Manchester bombing	Circulated
ChALC	22/5/18	Accessibility at Cheshire Playing Fields Association	Circulated
ChALC	5/6/18	Reminder re Good Councillors Course 28\6.18	Circulated
Cheshire Police	6/6/18	Crime statistics for May	Circulated
ChALC	7/6/18	Police & Crime Commissioner – Volunteering opportunities	Circulated
Cheshire County Playing Fields Association	7/6/18	Renewal of annual subscription	Circulated

12.06.14 BEST KEPT VILLAGE

Deferred to following month as Cllr Harvey could not attend this meeting but concerns expressed as the amount of work involved in taking part in this competition.

Resolved: that Clerk to add to July agenda

12.06.15 DOG/WASTE BIN

It was decided to approach CWaC for dog bins on the Utkinton/Cotebrook side of the boundary of Primrose Wood (Tirley Lane) and near Quarry Wood.
Resolved: that Clerk obtain correct address/post codes for these locations and submit them to CWaC (Streetscene)

12.06.16

COUNCILLORS UPDATES

Cllr Parker mentioned hedge at Fox & Barrel needs cutting. Concerns for pedestrians using this footpath. Issues with other footpaths and overgrown hedges. Need locations of properties so that letters can be written.

Resolved: that Cllr Parker to provide details of locations to Cllr Tunney & Clerk

Resolved: that Cllr Tunney & Clerk to write to CWaC for their help as a lot of these hedges are on main roads (A49)

Cllr Hughes expressed concerns about the road and hedges at Quarry Bank

Resolved: that the Clerk to write to Mr Hassall again

Cllr Tunney advised that he and the Clerk were in the process of updating the Standing Orders & Financial Regulations. He also asked for everyone to respond to the Communications method email/printing requirement as this could save work for the Clerk.

Resolved: that Cllr Tunney & Clerk up date the Standing Orders & Financial Regulations for review and agreement by the full Council.

Resolved: that all Councillors provide their preferences to the Clerk.

12.06.15

DATE OF NEXT MEETING

The next meeting of Utkinton and Cotebrook Parish Council will be held on 10th July 2018 at Cotebrook Village Hall at 7.30pm.

Signed..... Chairman Date.....