

UTKINTON AND COTEBROOK PARISH COUNCIL

MINUTES OF A MEETING OF UTKINTON AND COTEBROOK PARISH COUNCIL HELD AT COTEBROOK VILLAGE HALL ON TUESDAY 10th JULY 2018 AT 7.30PM

Present: Cllr F Tunney (Chair), Cllr Stewart, Cllr Barnes, Cllr Needham, Cllr Harvey, Cllr Burford and Cllr Parker

In Attendance: Anita Langford (Clerk & RFO)
Cllr Moore-Dutton

PUBLIC PARTICIPATION- None

10.07.01 APOLOGIES FOR ABSENCE

Resolved: that apologies were received and accepted from Cllr Priestner & Cllr Hughes

10.07.02 DECLARATIONS OF PECUNIARY INTERESTS

No declarations received.

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

Resolved: that the minutes of the Parish council meeting held on 12th June and the Annual General Meeting held on 8th May 2018 were agreed and signed as a correct record by the Chair.

10.07.04 CLERKS REPORT

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

10.07.05 BOROUGH COUNCILLOR'S REPORT

Nothing to report.

10.07.06 PLANNING APPLICATIONS

The following Planning Matters were noted a, b, d & e

Resolved: that the Clerk respond to the following applications accordingly c and f

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

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

c) 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." – **Awaiting formal notification**

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

e) Ref 18/01504/OUT) Forest Farm, Heaths Lane Key farm workers dwelling (Permanent). Approval of reserved matters application following outline approval 18/01504/OUT for construction of a farm workers dwelling (including removal of existing caravan – **Awaiting decision.**

f) Ref18/02530/FUL New driveway to service new dwelling. Partial retention of temporary driveway to facilitate construction -**Awaiting decision.** Cllr Tunney would be happy for this to receive planning permission.

Action: Clerk to apply for an extension.

Action: All Councillors to look at this application and submit their comments to the Clerk.

10.07.07 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 29.6.18)	£8.50
PAYMENTS BY BACS		
Anita Langford	May salary	£339.11
PAYMENTS BY CHEQUE		
Paul Whalley	Mowing Cotebrook Greens April & May 18 and High Billinge & Quarry Wood 29.5.18	£360.00

b) Finance Working Group report was presented and is summarised below:
Bank balance- £18,930.37 including Shrine donations £4,125
1st quarter income £20,962.65, 1st quarter expenditure £2,023.78
Still awaiting invoice for flashing sign at school.

Resolved: that Clerk will contact CWAC again for this invoice.

c) To receive and accept the first quarter financial statement

Resolved: that the Accounts were approved & accepted.

d) To agree and accept revised Standing Orders & Financial Regulations

This was proposed by Cllr Tunney & seconded by Cllr Harvey.

Resolved: that both documents are accepted and implemented.

10.07.08

HIGHWAYS MATTERS

A list of outstanding matters which we aren't making any progress with was discussed and it was agreed that these need escalating within CWaC.

Resolved: that Cllr Tunney will liaise with Cllr Moore-Dutton re these to escalate these.

Cllr Moore-Dutton also suggested that a ward-based meeting with Highways involving Eaton, Little Budworth & ourselves and perhaps other rural parishes could be set up to discuss the Highways issues which all Parishes are having.

She also suggested that Councillors attend a full CWaC meeting and raise these issues during public participation.

Resolved: that Cllr Tunney will liaise with Cllr Moore-Dutton re setting up a meeting.

10.07.09

REPORTS FROM WORKING GROUPS

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

Quarry Wood report received.

Cotebrook Greens – as previously agreed, Cllr Barnes will not be providing a report at the present time. Once response is received from United Utilities, then it will be decided on the feasibility of Utkinton & Cotebrook Parish Council continuing to rent this land.

Resolved: that the Clerk monitors that a response is received and reminds United Utility as necessary.

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

No update re this but work is expected to start in the next few weeks.

c) War Memorial & Shrine

To date donations of £4,125 have been received, including three from major benefactors and the plan of expenditure was discussed.

The suggestions for a 'Roll of Honour' Board were discussed with Professor & Mrs Redmond and they have given a donation for this.

Resolved: that Cllr Tunney liaises with Suppliers and the Redmond's to obtain a Roll of Honour' Board.

Finesse Masonry is due to start work on the Shrine in the next couple weeks. The improvement to the appearance of the Shrine is due to the recent hot weather.

Resolved: that Cllr Tunney & the Clerk continue to liaise with Finesse Masonry on this.

In light of the theft of the planters it was discussed that perhaps raised beds would be a better option but Cllr Tunney said Finesse Masonry may be able to add pegs to the Shrine so that future planters can be secured.

Resolved: that Cllr Tunney explores this option.

Remembrance Sunday

TRO submitted to close the local roads for the service. This will cost £175.

Order of Services still to be finalised and a booklet of commemorating all the nine war dead of the Parish will be produced.

WI refreshments are still to be decided on.

Resolved: that Cllr Tunney facilitates the booklet.

Resolved: that Cllrs Stewart & Hughes finalise these matters and provide an update at the September Parish Council meeting.

Resolved: that Cllr Stewart will discuss this with the WI.

Cllr Tunney thanked Cllr Stewart & Hughes on behalf of the Council for their hard work on this.

10.07.10**WEBSITE AND COMMUNICATIONS**

Good comments from 10/12 residents who thought the Courier was of great interest this month as it contained a lot of information.

32,000 hits on our website, 138 visits when post about planters being stolen.

10.07.11**NEIGHBOURHOOD DEVELOPMENT PLAN (INCORPORATING FOOTPATH PROJECT)**

Steering Group meet 9th July 2018 to sort out the plan going forward. Goal was to take two years to prepare the Neighbourhood Plan and they are now at the stage of preparing a draft plan. This will go out to all villages, local organisations and consultees.

There was a potential for a total grant of £9,000 to be obtained and to date £5,500 has been spent.

The Steering Group expect to publish the draft plan shortly and will present this to the Council at the September 2018 Parish Council meeting.

Resolved: that the Clerk invites the Steering Group to the September meeting.

By May 2019, a Neighbourhood Plan will be circulated and will be voted on by residents. Hopefully this will take place in May 2019 along with the General and Local Council elections.

Cllr Tunney said he had met with a Planning Consultant (Peter Black) and he can do a landscape appraisal which the Parish Council can use in support of the Neighbourhood Plan as the field is in the Delamere and Utkinton Area of Special County Value (ASCV).

Cllr Tunney is to apply for a Members Grant of £750 to facilitate this.

Resolved: that Cllr Tunney applies for a grant.

Resolved: that Cllr Moore-Dutton will try to get this paid urgently.

10.07.12**CORRESPONDENCE**

a) Clerks report to date.

SENDER	DATED	DETAILS	RECOMMENDED ACTION
ChALC	13/6/18	Invite to presentation on Cheshire Archives	Circulated. Cllr Burford to attend
Information Commissioner Office	18/6/18	Renewal invoice – paid by direct debit 18.7.18 @ £35	On Sept payment list
Mid Cheshire Footpath Society	19/6/18	Walk program – July-Dec18	Circulated
UK Cycling Events	19/6/18	Event Notification 9.9.18	Circulated
CWaC	22/6/18	Response to Complaint Letter to Mr Seward	Circulated
ChALC	25/6/18	Reminder re Being a Good Councillor course	Circulated
Peter Black	25/6/18	Town Planner promotion email	Sent to Cllr Tunney
ChALC	26/6/18	Documents re Transport Strategy meeting 12.6.18	Circulated
CWaC	29/6/18	TRO 3937 A54 Tarvin	Circulated
CWaC	9/7/18	Evaluation form for 17/18 members grant	Clerk/Cllr Tunney to complete
Shiver TV	9/7/18	Request that we publicise a new reality TV dating show	Circulated

Concern was expressed that Shiver TV was wanting to use our website as a source of free advertising and as our website was for information only and did not allow local businesses to advert there, then this request should be turned down. However, Cllr Tunney is to contact them to see what, if any benefit the Parish Council will get if we allow this.

Resolved: that Cllr Tunney contact Shiver TV.

10.07.13**BEST KEPT VILLAGE**

Cllr Harvey still wishes to enter this competition and suggests that Councillors visit similar Parishes to ourselves to see what they have done. Cllr Moore-Dutton suggests visiting Eaton as they have won a number of awards.

Resolved: that Cllr Harvey to write to fellow Cllrs to see if any of them want to visit similar Parishes to us who have won this award.

10.07.14

COUNCILLORS UPDATES ON PARISH COUNCIL BUSINESS

Cllr Barnes reported that various hedges in the Parish needing pruning- Shaw House, Utkinton Hall & Woodlan Court

Resolved: that Cllr Tunney / the Clerk will write to local landowners to ask them to cut their hedges

Cllr Barnes suggested that a donation of £100 is awarded to Tarporley Amateur Dramatic Society as a thank you for their excellent performance of the 'Living Memories' at the Utkinton Garden Fete.

Resolved: that this is discussed at a future meeting and the Clerk will add to the December Parish Council agenda.

Cllr Tunney asked that the Clerk send letters of thanks to Richard Francis, Utkinton WI & Utkinton St Paul's C of E Primary School thanking them for a successful & enjoyable Fete.

Cllr Parker is having problems in sending photographs re over grown hedges.

Resolved: that Cllr Tunney will assist him in forwarding them to the Clerk.

Resolved: that the Clerk will then write to CWaC/local land owners re these.

10.0715

DATE OF NEXT MEETING

The next meeting of Utkinton and Cotebrook Parish Council will be held on Tuesday 11th September 2018 at Utkinton Village Hall at 7.30pm.

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

DRAFT