

UTKINTON AND COTEBROOK PARISH COUNCIL

MINUTES OF A MEETING OF UTKINTON AND COTEBROOK PARISH COUNCIL HELD AT UTKINTON VILLAGE HALL ON TUESDAY 12th MARCH 2019 AT 7.30PM

Present: Cllr F Tunney (Chair), Cllr Stewart, Cllr Needham, Cllr Gutmann, Cllr Barnes, Cllr Parker and Cllr Priestner

In Attendance: Anita Langford (Clerk & RFO)
Cllr Moore-Dutton
Tony Dahill (Neighbourhood Development Plan)
Graham Spencer (Neighbourhood Development Plan)

12.03.01 APOLOGIES FOR ABSENCE

Resolved: that apologies be accepted from Cllrs Burford & Hughes

12.03.02 DECLARATIONS OF PECUNIARY INTERESTS

No declarations received.

12.03.03 MINUTES OF THE ORDINARY MEETING HELD ON 12th FEBRUARY 2019

Resolved: that the minutes of the Parish council meeting held on 12th February were agreed and signed as a correct record by the Chair.

12.03.04 PARISH COUNCIL ELECTIONS

The Clerk and Cllr Tunney explained the rules for completion of nomination forms. Nomination forms were proposed and seconded.

The telephone number to make an appointment to hand in nomination forms was given out – 01244 977084.

Resolved: that all Councillors were responsible for submitting their own nomination forms.

12.03.05 CLERKS REPORT

Resolved: that the Clerk presented her report (copy enclosed) and it was accepted.

12.03.06 BOROUGH COUNCILLOR'S REPORT

Cllr Moore-Dutton advised the following:

-Grass cutting of verges starts in April

-CWaC to have trial re litter picking whereby separate bags will be given so that litter can be recycled.

-Attended meeting re better integration re buses in rural areas. She wants adults to be able to use School buses as this is of social & economic benefit. Also, will enable one resident she spoke to, to be able to work full time.

-Shuttle Bus – Cllr Tunney explained position re Community Transport & the survey undertaken by CWaC several months ago. Cllr Tunney proposed a solution at a meeting with CWaC that a bus serving the local villages on a circular route via Tarporley which would connect with 84 bus could be a solution. Once principle of this agreed, then funding would need to be sourced (approx. £51k-£55k p/a). Meeting with Antionette Sandbach MP on 15th March to discuss this & with CWaC the following week. Local benefactors to be approached re the funding of this. Two drivers will be required.

-Cllr Stewart asked about the proposed nursing home in Tarporley & Cllr Moore Dutton said the application hadn't yet been submitted.

-Cllr Stewart asked why delay on Legion car park being opened– still not finished building all the properties.

-Cllr Barnes asked about clamped Car on High Street. This is a private debt collection issue.

-Cllr Barnes asked whether Tarporley's' Housing Needs Survey (HNS) would impact on Utkinton. Cllr Moore Dutton said that she would consider that both this and UCPC's plans together.

12.03.07 NEIGHBOURHOOD DEVELOPMENT PLAN (INCORPORATION FOOTHPATH PROJECT)

Tony Dahill spoke about the draft neighbourhood plan and thanked the Parish Council for their help in the process.

Draft plan was based on the consultations carried out over past two years and that the HNS survey by Cheshire Community Action (CCA) was very useful. Three HNS surveys have been done – two by CWaC & third by CCA. 44% of surveys had been returned. Vision & Objectives questionnaire was then compiled and circulated to residents. Results of this and other surveys then went into producing the draft neighbourhood plan. Once complete (photos etc to be added) it will go to Rosie Morgan at CWaC & John Heselwood at CCA for their comments.

Cllr Stewart made suggestions about the layout of the Neighbourhood plan & said the document was very professional. Tony Dahill thanked him for his comments and said everything Cllr Stewart suggested would be included in the final document.

Graham Spencer advised all information would be collated and a professional document would be submitted to CWaC and R Morgan would bench mark it against set criteria. Once this had been done, a six weeks consultation time frame would start and the results of this would then be put into a final document.

Cllr Tunney asked about how the comments & feedback compared with other plans re was involved in & Graham Spencer said the input was very good, some relevant, some not. In the end Cllr Tunney said a plan would be in place which everyone could be proud of.

Cllr Barnes asked how many plans in Cheshire had been put in place. Graham Spencer said about 90 & they had influenced local decisions.

Tony Dahill advised that the draft plan goes to Rosie Morgan & then to households – he would like to get documents out to residents over 3rd-5th May enlisting the help of Parish Councillors to deliver.

Graham Spencer said there wasn't a time limit on getting the plan completed as different councils had different funding & time constraints.

Cllr Tunney said he was proud that we have stuck to the grant available of £9,000 and thanked everyone in the Steering Group for their hard work.

Cllr Moore Dutton said the document would help re various issues in the future (eg planning).

12.03.08

PLANNING APPLICATIONS

The following Planning Matters were noted a)

Resolved: that the Clerk takes the agreed action on the following: none

a) Ref 18/02530/FUL Luddington Hill. New driveway to service new dwelling. Partial retention of temporary driveway to facilitate construction. Comment submitted 24.7.18 saying we offer no objections. 10.12.18 the Planning Officer advised that they are still awaiting revised plans. 13.2.19 Clerk wrote to CWaC advising that the Parish Council don't have any objections to the application - **Awaiting decision.**

12.03.09

FINANCE MATTERS

a) Authorisation of Payments|

Resolved: that the following Payments were approved for Payment

| PAYMENTS BY BACS | | |
|--------------------------|----------------------------------|---------|
| Anita Langford | March Salary (February hours) | £300.30 |
| Utkinton Village Hall | Annual grant | £150.00 |
| Cotebrook Village Hall | Annual grant | £150.00 |
| PCC of St Helen's Church | Annual grant | £150.00 |
| Francis Tunney | Website licence expires March 20 | £85.00 |
| Anita Langford | Expenses to 25.2.19 | £56.87 |

The Clerk advised that further payments would need to be made by the end of March 2019 – NMC re the March Courier, any Neighbourhood Plan expenses and also to return any unspent tranche three Neighbourhood plan grant.

b) Review & agree the Asset Register

Cllr Parker advised the purpose of the asset register was twofold – firstly to know what the Parish Council owned and also what needed to be insured. Especially as some of the assets were valued at less than the excess of £250.

Cllr Parker advised that the renewal date was 1st June. Came & Co will approach other insurance companies for a quote so we need to decide what we want covering. Renewal documents will be sent to the Clerk March/April.

Cllr Tunney asked whether Cllr Parker was happy that the values we had were adequate and he advised that in his opinion things to insure were the war memorial, finger posts & flashing road signs.

Cllr Barnes queried the value of Quarry Wood & would it be worth getting an estate agent to value the land.

Cllr Barnes advised that the bench at Big Field Lane was not owned by the Parish Council and he is going to investigate gifting it to them.

Clerk advises she was speaking to the Internal Auditor re how to update & remove assets from the Asset register.

Resolved: that Cllr Parker & the Clerk to review asset register and agree assets we own & assets we need to insure.

Resolved: that Cllr Barnes advises whether the bench is to be gifted to the Parish Council.

Resolved: that the Clerk has a discussion with the Auditor re updating the Asset Register.

c) Review & accept the Risk Assessment

Cllr Hughes advised by text that in his opinion the Risk Assessment was fit for purpose.

Acceptance of the Risk Assessment was proposed by Cllr Priestner and seconded by Cllr Parker. Carried unanimously

Resolved: that the Risk Assessment is adopted

12.03.10

HIGHWAYS MATTERS

a) Review requests to Highways

Cllr Tunney to circulate response from Highways re their position on our roads.

Cllr Barnes asked about how had sent letter to local farmers re state of roads and was advised that the Parish Clerk had sent this.

It was noted that for a farmer to be asked to clear up any mess that they made on the roads, the specific tractor had to be identified. Also, that they can be made to clear up mess made by their tractors but not by cows crossing the road.

Resolved: that Cllr Tunney circulates Highways response.

b) Speedwatch

Cllr Gutmann proposed that we are proactive in obtaining a reduction to the speed limit on Utkinton Road which currently is 60MPH as parishioners have complained to her about this. Red Hill (part of Utkinton Road) is an issue due to width of the road there. She explained about different road users and how they were impacted by speeding (eg walkers, cyclists, horse riders),

Cllr Gutmann proposed a lower speed limit of 30MPH along Utkinton Road and 20MP from Rose Farm along John Street and she explained what she wanted to do including speaking to Chair of Eaton Parish Council to see what they did to get the speed limit in Eaton reduced. Cllr Gutman also said she would garner support from parishioners and Utkinton CofE School and also speak CWaC.

A discussion on speed limits was undertaken and the following issues raised:

- A sign on Red Hill saying 'Beware oncoming vehicles' would be beneficial and that the shape of the road at this point made it a natural impediment to speeding.
- The same speeding issues apply to most of the roads in the Parish and re Stable Lane in Cotebrook, CWaC were unsympathetic re reducing the speed of this road even though there was a Preschool based there
- Would CWaC have the money to install new speed signs
- Traffic numbers had increased greatly and a holistic approach was needed which took in to account all the different groups of users who use our roads.
- Speak to Highways about what can be done before speaking to Parishioners and perhaps raising their hopes.
- CWaC must follow Department of Transport guidelines and criteria. Eg by producing evidence of road speeds, traffic volumes, how many junctions on a road etc.
- CWaC want any speed limits to be self-enforcing.
- CWaC can apply discretionary speed limits eg on Nantwich Road from the traffic lights at Tarporley to Red Fox junction. This was advised to cost £4,000 which Tiverton and Tarporley Parish Councils needed to pay.
- Any surveys to be undertaken would need to be paid for by UCPC as would any traffic calming measures.

Cllr Tunney advised that he supported Cllr Gutmann's proposal but implementing it wouldn't be without difficulty as CWaC would try to resist our suggestions especially as John Street is a main through road.

Cllr Tunney asked Cllr Gutmann to draw up a formal proposal and provide it to the Clerk for issuing with the April meeting pack. Also, that she should speak to Tony Dahill to get this included in the Neighbourhood Development Plan.

Once the formal proposal was received, Councillors would need to decide whether to take this forward as a Policy and also whether to ask for volunteers to get involved.

Resolved: that Cllr Gutmann draft a proposal on reducing speed limits and forwards it to the Clerk.

Resolved: that the Clerk adds Speeding to the April agenda.

Resolved: that Cllr Gutmann would speak to Tony Dahill re including speed limits in the Neighbourhood Plan.

12.03.11

REPORTS FROM WORKING GROUPS

a) Quarry and Greens including Quarry Wood on Tirley Lane

Cllr Stewart advised that the pathways in Quarry are becoming dangerous.

Resolved: that Cllr Stewart puts a plan in place to tackle and resolve this.

Cllr Tunney advised an advert would be inserted in the March Courier asking for volunteers to assist in tidying up the Cotebrook Greens so they can be handed back to United Utilities and CWaC in the same condition they were when the Parish Council started to rent them. Paul Whalley would be asked to trim the hedges.

Resolved: that Cllr Tunney places the advert in the Courier

Resolved: that Cllr Tunney sets a date for the tidy up.

Resolved: that Cllr Tunney or Cllr Barnes ask Paul Whalley to trim the hedges.

b) Plans for a grant-aided 'Forest School' in the Quarry Wood
 Cllr Stewart asked was there any updates re this?
 Cllr Tunney said that due to other commitments Cllr Hughes had not managed to progress this but he would contact Cllr Hughes re this.
Resolved: that Cllr Tunney contacts Cllr Hughes so that the Forest School could be progressed.

12.03.12

WEBSITE/COMMUNICATION/NEWSLETTER

Website still ticking over and going through a quiet time at the moment but Cllr Tunney expects it to increase due to forthcoming events (eg the Parish Council Elections).

Cllr Barnes suggested that Utkinton CofE Primary School could be involved.

Resolved: that Cllr Tunney speaks to the Acting Headteacher-Gareth Coyne to see whether this was something that the School wanted to get involved in.

The March Courier will be delivered to residents in next fortnight. Next issues will be May, then Dec & it will also be published on the website.

No update re Open Reach attending a Parish Council meeting as Cllr Hughes was unable to attend this meeting.

Resolved: that Cllr Tunney contact Cllr Hughes to see what progress had been made re this.

12.03.13

CORRESPONDENCE

a) Clerks report to date.

| SENDER | DATED | DETAILS | RECOMMENDED ACTION |
|---------------------------|---------|--------------------------------------|--|
| ChALC | 6.2.19 | Invite to 1 st Aid Course | Circulated |
| Cheshire Community Action | 12.2.19 | Community Conversation Flyer | Added to website |
| CWaC | 13.2.19 | TRO2273 Sadlers Lane | Circulated & added to website |
| CWaC | 26.2.19 | TRO4204 Four Lanes End | Circulated & added to website |
| CWaC | 28.2.19 | February 19 Public Health Meeting | Added to website |
| Emma Boardman/Sue Pattern | 1.3.19 | Complaint about dog fouling | Circulated, posters put up, on website & Facebook & article in Courier |
| Cheshire Police | 5.3.19 | February incidents | Circulated |

12.03.14

COUNCILLORS UPDATE ON PARISH COUNCIL ISSUES

Cllr Needham asked whether Cllr Gutmann was aware about the proposal for a footpath to Tarporley going in the Neighbourhood Plan.

12.03.15

DATE OF NEXT MEETING

The next meeting of Utkinton and Cotebrook Parish Council will be held on Tuesday 9th April 2019 at 7.30pm at Cotebrook Village Hall.

The meeting closed at 9.30pm.

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