

# UTKINTON AND COTEBROOK PARISH COUNCIL

## MINUTES OF A MEETING OF UTKINTON AND COTEBROOK PARISH COUNCIL HELD AT COTEBROOK VILLAGE HALL ON TUESDAY 11<sup>th</sup> JUNE 2019 AT 7.30PM

**Present:** Cllr F Tunney (Chair), Cllr Stewart, Cllr Needham, Cllr Barnes, Cllr Atkinson, Cllr Dahill, Cllr Hughes and Cllr Priestner

**In Attendance:** Anita Langford (Clerk & RFO)  
Cllr Moore-Dutton  
Kim Harding (New Clerk)  
Kathrine Hussey (Brightlife)  
2 residents of the Parish

- 11.06.01 APOLOGIES FOR ABSENCE**  
**Resolved:** that apologies be accepted from Cllr Barnes
- 11.06.02 DECLARATIONS OF PECUNIARY INTERESTS**  
No declarations received.
- 11.06.03 PRESENTATION FROM BRIGHTLIFE**  
Katharine Hussey from Brightlife gave her presentation and answered questions
- 11.06.04 MINUTES OF THE ANNUAL PARISH MEETING HELD ON 14<sup>th</sup> MAY 2019**  
**Resolved:** that the minutes of the Annual Parish Meeting held on 14<sup>th</sup> May 2019 were agreed and signed as a correct record by the Chair.
- 11.06.05 MINUTES OF THE ORDINARY MEETING HELD ON 14<sup>th</sup> MAY 2019**  
**Resolved:** that the minutes of the Parish Council Meeting held on 14<sup>th</sup> May 2019 were agreed and signed as a correct record by the Chair.
- 11.06.06 CLERKS REPORT**  
**Resolved:** that the Clerk presented her report (copy enclosed) and it was accepted.
- 11.06.07 VACANCY FOR PARISH CLERK**  
Cllr Tunney said that Kim Harding had been offered the role and had accepted it.  
He introduced Kim to the Parish Council and advised her start date was 16<sup>th</sup> July 2019. A training/handover period of one week had been agreed.  
**Resolved:** that the current and new Clerks arrange for this to happen.
- 11.06.08 BOROUGH COUNCILLOR'S REPORT**  
Cllr Moore Dutton advised the following:  
1) Leaflets were handed out promoting TarpFEST and people were encouraged to attend.  
2) Tarporley Parish Council were looking for ideas re celebrating 75<sup>th</sup> anniversary of VE day and were UCPC doing anything to celebrate this. Also, would we like to join them in doing this. The roundabout at Rode Street is being revamped as part of this. Could there be a Beacon lit in Utkinton - possibility Tirley Lane. This item is to be added to the October agenda.  
**Resolved:** that the Clerk adds VE day celebrations to the October Agenda
- Cllr Burford asked about plastics and had a new contractor been given the waste contract yet. Cllr Moore Dutton said she wasn't aware of this.
- 11.06.09 NEIGHBOURHOOD DEVELOPMENT PLAN (the Plan), (INCORPORATING FOOTHPATH PROJECT)**  
Cllr Dahill advised one final amendment had been made re maps of the village settlement boundaries but it is up to CWaC to decide what these boundaries are.
- Neighbourhood Development Plan is to be reviewed after approximately 10 years probably by Parish Council and Steering Group.
- Cllr Tunney said the updated version of the Neighbour Plan had been circulated today and asked if all Councillors had read it. Cllr Needham asked a question about Local Service Centres – Utkinton being one & Cotebrook not. Cllr Dahill said that Utkinton has not yet been designated a Local Service Centre but this will probably be agreed shortly.
- Timeline:  
Draft plan to be printed & distributed w/e 15<sup>th</sup>/16<sup>th</sup> June or the following weekend at the latest.  
Then two public meetings will be held in the following 2 weeks-Saturday afternoons.  
Final 2 weeks will be taken up with school holidays.

Cllr Tunney said the problem will be getting the fourth tranche of money to meet this timescale as this normally takes three weeks to come through. We can't claim retrospectively for printing the document.

Cllr Tunney will ring Groundworks 12<sup>th</sup> June to see if they will verbally give permission to go ahead. Cllr Moore Dutton will speak to CWaC if necessary.

**Resolved: that** Cllr Tunney contacts them & feeds back to Cllr Dahill.

Consultation will last six weeks, followed by residents feedback being received. Feedback forms have been prepared and will be distributed. Steering Group will also attend Utkinton Garden Fete.

Feedback will be added to draft plan as the document is to reflect residents' thoughts.

Then draft plan will go to Cheshire Community Action for two days analysis at a cost of £630. The document will then go to CWaC for them to deal with, followed by a referendum. CWaC pay for this.

Cllr Dahill advised only 350 copies are to be printed – 22 pages (double sided) Cost will be approximately £750 (Audlem Printers) and Cllr Tunney is to speak to them re delivery dates.

**Resolved: that** Cllr Tunney contacts them & feeds back to Cllr Dahill.

Consultation document and appendices can't finalised until all feedback is received.

Cllr Stewart asked how the plan was to be circulated – it will be delivered by hand.

Cllr Dahill advised that the bulk of the work is completed apart from speaking to residents and an ideal time will be when delivering the draft Plan as well as the Public Meeting/Fete.

Cllr Dahill thanked the Clerk, Steering Group, Councillors (especially Cllr Tunney). Also, two members of the Steering Group who had specialised knowledge and vast experience on the subject.

Cllr Priestner also thanked Cllr Dahill for leading and running with this project.

Cllr Dahill said he was aiming for the plan to be made by November/December.

11.06.10

#### PLANNING APPLICATIONS

The following Planning Matters were noted a)

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

a) 19/01315/OUT Land adjacent Fox & Barrell, Tarporley Road, Tarporley. Erection of three dwellings. **Awaiting decision.**

Comments from the Parish Council and Steering Group have been submitted to CWaC,

A meeting was held with residents 27<sup>th</sup> May 2019 which Cllrs Tunney & Atkinson attended. A lot of information was received from residents which enabled more information to be added to the Parish Councils submission. It also came out that the owner of the Old Haulage Yard had been approached by the developers to withdraw his application.

Cllr Atkinson said a lot of residents very surprised that Cllrs Tunney, Priestner & Dahill had met previously with developers re their original plan to build 32 houses on the site. The piece of land at rear of the site (owned by Fox & Barrell) was planted by Mersey Forrest and a plaque was on Basford Lane re this. Owners of this land can remove the trees overnight and Cllrs were concerned that this could happen – a large oak that was there had already been removed overnight. There are no TPOs on the trees.

Cllr Moore Dutton has refused to call in the planning application (request by Planning Agent).

She has already put a conditional call it in if it's approved. Only grounds for it to be granted would be if affordable houses or rural exception site. Currently the site is outside the village settlement boundaries of Cotebrook and Little Budworth.

Cllr Priestner said he was concerned about what might be applied for if this application was turned down.

Old Haulage Yard – planning permission been outstanding since May 2017. The owner of the Old Haulage Yard said in the open meeting 27<sup>th</sup> May that he would not sell the land to the developers which would give them access to A49. Cllr Moore Dutton has written to Chief Executive asking why there had been such a long, unacceptable delay.

14.05.12

#### FINANCE MATTERS

a) Authorisation of Payments

**Resolved: that** the following Payments were approved for Payment

PAYMENTS BY BACS AUTHORISED BETWEEN PARISH COUNCIL MEETINGS		
Groundworks	Return of unspent 3 <sup>rd</sup> tranche	£631.00

19/20 0013

Initialed:

PAYMENTS BY BACS		
Anita Langford	May Salary	£309.42

The Clerk advised she had been speaking to Nat West to obtain new bank mandates and once they had been received, she would complete and get them signed.

**Resolved: that** the Clerk undertakes the above.

11.06.12

### HIGHWAYS MATTERS

Cllr Tunney gave feedback (detailed below) of the meeting 5<sup>th</sup> June with Highways which Cllr Moore Dutton and he attended.

CWaC have agreed to move the flashing speed sign from Quarry Bank at no cost to the Parish Council. There are four possible locations, Cllr Dahill said the best possible location would be on John Street between Willington and Utkinton as it is a long straight road with nothing to slow traffic down. We would need to get the permission from the landowners for this to happen. Cllr Tunney will be visiting the potential sites with Highways on 17<sup>th</sup> June.

Speed limits were then discussed especially outside Cotebrook Village Hall and the Speed Management Team would visit and discuss this with the Parish Council. They will also look at Utkinton Lane.

Re Stable Lane, Cllr Stewart said could traffic be calmed by giving priority to traffic travelling in one direction and then the other.

Tirley Lane is likely to be in the 2019/20 budget and once this is agreed Highways will speak to the Parish Council. Cllr Stewart said the earth bank outside Monarchy Hall Farm needed looking at as part of any work undertaken and also some passing places were needed.

A Cotebrook resident had contacted the Clerk again re speed signs on A49. Clerk is to write to CWaC again copying Cllr Moore Dutton.

**Resolved: that** the Clerk contacts CWaC and updates the resident.

Cllr Atkinson asked what was happening re the complaints of overgrown bushes on A49 and Clerk provided an update.

Cllr Stewart said verges have been cut but the sign of Quarry Bank/Knights Lane had been caught and is now broken.

**Resolved: that** Clerk reports this.

Cllr Tunney encouraged all Councillors to report any issues they find direct to CWaC. Cllr Stewart said the process for this had been in a previous edition of the Courier

11.06.13

### REPORTS FROM WORKING GROUPS

a) Quarry and Greens including Quarry Wood on Tirley Lane (Cllrs Hughes and Barnes)  
- Grass cutting.

It was agreed to ask the usual contractor to cut the grass on the Green rented from CWaC.

**Resolved: that** Cllr Barnes is to arrange this.

Cllr Hughes gave his report on Quarry Bank and has highlighted some issues which will be resolved as the Forest School progresses.

He has also approached the Woodland Trust and has been offered 425 trees.

b) Community Orchard & Picnic Area

The equipment is still in the Green rented from United Utilities and Cllr Tunney asked for volunteers to help removing this.

**Resolved: that** the Clerk asks Councillors to respond to this request.

**Resolved: that** the Clerk writes to United Utilities advising them once the Green has been cleared.

Re the Community Orchard, Cllr Tunney has been in touch with CWaC and will progress this. Updates will be provided to the Parish Council.

**Resolved: that** Cllr Tunney does this.

11.06.14

### WEBSITE/COMMUNICATION/NEWSLETTER.

#### Website

The website continues to be viewed and growing.

Courier will be distributed over the next few days and the next edition in September/October

#### Open Reach

Cllr Hughes advised that the Community Fibre Plan is now the current way for residents to get Fibre broadband and residents need to apply to Open Reach for this. This issue also appears in the draft Neighbourhood Plan and

perhaps the Parish Council could help residents apply for this. Residents could also get together and apply as a group.

Cllr Tunney said that a local resident had given him details on Broadband for the Rural North (BARN) and they will talk to the Parish Council to see if this can be delivered.

**Resolved:** that Cllr Hughes considers this article and makes contact.

**11.06.15 COMMUNITY TRANSPORT (SHUTTLE BUS)**

Cllr Tunney advised that a meeting has been held which CWaC, Tarporley Ward Parish Councils & Tilverton Parish Council. Cllr Moore Dutton attended as did Carol Groves who was representing Antionette Sandbach.

The new service from Utkinton via various villages to Cheshire Oaks had over 400 journeys at a cost of £16 per journey (Freedom of Information request - FOIR). He had also submitted a FOIR for the Community Car scheme (Tarporley Shuttle) re numbers using this and also the number of children in Tarporley ward who are using school bus service.

The next stage will be a survey to all houses in the ward.

Cllr Tunney said that he is thinking about publishing a potential timetable.

Cllr Tunney said this project will probably gain momentum after the Summer.

**Resolved:** that Cllr Tunney will share the information from the FOIR.

**Resolved that** Cllr Tunney will liaise with the Parish Councils listed above re survey questions and arrange for these to be publicised,

**Resolved:** that Cllr Tunney makes a decision re the timetable,

**11.06.16 CORRESPONDENCE**

a) Clerks report to date

SENDER	DATED	DETAILS	RECOMMENDED ACTION
Cheshire Police	13.5.19	April incidents	Circulated
CWaC	14.5.19	TRO 4410 A54 Kelsall Bypass	Circulated & added to website
CPRE	16.5.19	2019-20 renewal	To be added to July payments
ChALC	16.5.19	Invite to Chairman's training course	Cllr Hughes to attend but course full
SLCC	20.5.19	2019-20 subscription renewal	Email to cancel subscription
Local resident	29.5.19	Bushes at Spring Cottage obscuring vision	Cllr Atkinson arranged for bushes to be cut
CWaC	31.5.19	TRO2419 Fishers Green	Circulated & added to website
Local resident	2.6.19	Overgrown steps at Northgate	Reported to CWaC 4868206
Public Health	3.6.19	May message – Staying Safe in the Sun	Added to website
CWaC/F Tunney	4.6.19	Email exchange re Old Haulage Yard, Cotebrook	Circulated

**11.06.17 COUNCILLORS UPDATE ON PARISH COUNCIL ISSUES**

Cllr Stewart advised that the pathway between Utkinton Village Hall and Wood Lane is now overgrown. Cllr Needham said it was the landowner's responsibility to keep footpaths clear

**Resolved:** that the Clerk writes to the landowner.

**11.06.18 DATE OF NEXT MEETING**

The next meeting of Utkinton and Cotebrook Parish Council will be held on Tuesday 9<sup>th</sup> July 2019 at 7.30pm at Utkinton Village Hall.

The meeting closed at 9.23pm.

Signed..... Chair

Date.....