

UTKINTON AND COTEBROOK PARISH COUNCIL

MINUTES OF A MEETING OF UTKINTON AND COTEBROOK PARISH COUNCIL HELD AT UTKINTON VILLAGE HALL ON TUESDAY 10th SEPTEMBER 2019 AT 7.30PM

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

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

10.09.01 PUBLIC OPEN FORUM

None

10.09.02 APOLOGIES FOR ABSENCE

None

10.09.03 DECLARATIONS OF PECUNIARY INTERESTS

No declarations received.

10.09.04 MINUTES OF THE PARISH COUNCIL MEETING HELD ON 9th JULY 2019

Resolved: that the minutes of the Parish Council Meeting held on 9th July 2019 were agreed and signed as a correct record by the Chair.

10.09.05 CLERKS REPORT

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

10.09.06 BOROUGH COUNCILLOR'S REPORT

Cllr Moore Dutton advised the following:

- School Bus- working on this but progress slow
- Tarporley PC had presentation from Sandstone Ridge Trust. She will ask them to contact Cllr Tunney

10.09.07 NEIGHBOURHOOD DEVELOPMENT PLAN (the Plan) (INCORPORATING FOOTHPATH PROJECT)

Cllr Dahill noted that public consultations have been held and useful comments received. The returned questionnaires (10%) have been circulated to the Steering Group and that this low response rate was considered good as it suggested that many agreed with the policies as outlined in the Draft Neighbourhood Plan against which they were making comments. The next stage is to circulate the amendments and comments to Councillors and for these to be collated ahead of circulation to CCA and CWaC for validation prior to the draft being finalised and placed in the hands of the Inspector for ratification. Cllr Dahill was hopeful of meeting the target of completion by the end of November 2019.

Cllr Barnes asked as to the overall cost. Cllr Dahill said that the cost would all be met from the £9,000 grant budget and no costs to the Parish would be forthcoming. Cllr Tunney commented that c.£600 was the currently available balance of the Grant from Localities.

10.09.08 PLANNING APPLICATIONS

The following Planning Matters were noted: e)

Resolved: that Cllr Tunney/Clerk takes the agreed action on the following: a), b), c), d) & f)

Planning Applications:

10.09.08.1 To **note** applications received and agree a response to the following applications.

	Ref No	Site Address	Proposal	Response
a)	19/02732/FUL	Pool End Cottage, Oulton Mill Lane, Cotebrook, Tarporley, CW6 9DT	Single storey infill extension to link into garage conversion, two storey front and first floor rear extension and front porch Awaiting Decision	Cllr Tunney / Clerk to advise CWaC that 'No Objection'
b)	19/02541/OUT	Land at Tarporley Road, Delamere, Northwich (AKA 'The Old Haulage Yard')	Erection of detached dwelling. Application resubmitted at request of Agent and Councillor E Moore-Dutton. Awaiting Decision	Objections previously submitted to CWaC. Cllr Tunney to write, again, to United Utilities to ascertain level of 'headroom' for the proposed effluent discharges. Cllrs expressed concern that this may not be considered as 'infill'

				by CWaC but this view (that it did represent 'infill' and was in accord with the emergent Neighbourhood Plan) was being put forward by the PC.
c)	19/02428/FUL	Heathfield Cottage, Utkinton Lane, Utkinton, Tarporley, CW6 0JH	Replacement dwelling (includes demolition of existing cottage) Awaiting Decision	Cllr Tunney / Clerk to advise CWaC that there were no overall objections but that the Parish Council were concerned that the property was being demolished and rebuilt in materials that did not match the vernacular of its immediate surroundings.
d)	19/03090/FUL	Forest Farm, Heaths Lane, Cotebrook	Alterations & conversion of existing farm buildings to form seven residential dwellings Awaiting Decision	There was a significant discussion as to the appropriateness of this redevelopment in relation to the emerging 'Neighbourhood Plan'. Cllr Tunney to circulate paper/proposed concerns to Councillors related to the areas in the application against which it was concerned. Cllrs would signify their comments to Cllr Tunney who would collate and submit comments to CWaC.
e)	19/02765/OHL	Land at grid ref 356137 365669	Existing 11kv overhead line to be increased to three phase Awaiting Decision	No comment by the PC
f)	19/01315/OUT	Land adjacent Fox & Barrell, Tarporley Road, Tarporley.	Erection of three dwellings. Awaiting Decision	Objections had been submitted to CWaC in relation to this development and its compliance with CWaC LP2 and the emergent 'Neighbourhood Plan'. Cllr Tunny also to write again to United Utilities to ascertain 'headroom' for the possible increases in effluent and waste water discharge).
g)	19/01869/FUL	Cave Bank Farm	Part demolition of existing dwelling (original timber frame), re-modelling of dwelling and addition of 1st floor accommodation Awaiting Decision	Cllr Tunney to write to CWaC to ascertain where this application stood vis-à-vis the original farm dwelling applications (see addendum, attached). The view of the PC was that this application had 'drifted' substantially from the original and subsequent applications and that, was the original purpose no longer valid (i.e., as a temporary farm workers dwelling') that it would object to this and ask CWaC to reconsider it on the basis that this represents a change of use over time.

10.09.09**CLERK VACANCY**

Cllr Tunney explained the various stages that had been gone through to recruit a Clerk following the decision by Mrs Langford to tender her resignation. The appointed Clerk had subsequently resigned after 6-weeks in post (stating pressure of other work) this had been accepted and a process to recruit had taken place: Posting adverts on; ChALC website, UCPC Website and social media pages, word of mouth, by Cllr Moore Dutton on the Tarporley Facebook pages and latterly 'Tarporley News. Also via ChALC to review opportunities for locum Clerks.

The Chair had also contacted other PC in Tarporley Ward in relation to a 'job share' Cllr Needham suggested making contact with Willington Parish Council (through Cllr Grimshaw) and Cllr Atkinson suggested making contact with Delamere Parish Council. Cllr Tunney to action.

If the above do not result in a permanent appointment, then Cllr Tunney would take on the role 'pro-temps'.

Resolved: that Cllr Tunney contacts the Parish Councils mentioned

10.09.10**FINANCE MATTERS**

1) Authorisation of Payments

Resolved: that the following Payments were approved for Payment

PAYMENTS BETWEEN MEETINGS		
Audlem Printers	Printing NDP	£819.00
CWAC	Rent Cotebrook Green	£50.00
PAYMENTS BY CHEQUE		
Royal British Legion	2 Poppy Wreaths	£50.00
Anita Langford	September Salary (Bal July hours)	£71.46
Cheshire West & Chester Council	2019 Local election costs	£506.60
Cheshire Association of Local Councils	Chairman course J Hughes	£35.00
Paul Whalley	Green cutting July & August 19	£80.00
Kim Harding	Pay 16/7-27/8/19 plus training time	£374.38
HMRC	Tax due	£93.40

2) Community Infrastructure Levy £514.

A discussion was held in relation to this and it was acknowledged that this had to be used for 'community enhancements' and that Cllrs would submit their suggestions to the Chair by no later than 30 September 2019, these would be collated and a decision on how to proceed, followed by community consultation would be made at the October 2019 PC Meeting.

Resolved: that All Cllrs submit their comments to Cllr Tunney by 30th September

Resolved: that the Clerk adds this to the October agenda

10.09.11**HIHWAYS MATTERS**

Quarry Bank Speed Sign – Cllr Tunney had been in contact with CWaC in relation to the siting of this sign adjacent to the bus stop on John Street (pointing toward Willington) and was awaiting a response.

Tirley Lane – Following removal of the verge outside 'Kingswood' and 'Silver Birches' and complaints by two residents, an onsite meeting was held with CWaC (Bryn Jackson Engineer - Place Operations) at which it was agreed that CWaC would reinstate a kerb and back-fill the verge to prevent any further erosion to the wall.

10.09.12**REPORTS FROM WORKING GROUPS**

1) Quarry and Greens including Quarry Wood on Tirley Lane (Cllrs Hughes and Barnes)
Nothing to report.

2) Community Orchard & Picnic Area

Cllr Tunney is awaiting contact and response from Pam Bradley, Rural Localities Manager, CWaC as to the possibility of CWaC donating the land rented (Cotebrook Green) for use as a Community Orchard – ONGOING

Resolved: that Cllr Tunney monitors the situation

3) Business Plan for Forest School project

Cllr Hughes outlined progress on this project and was requested to submit a formal proposal to Cllrs within a working week, after which Councillors would review and discuss at the October PC Meeting with a decision to be taken as to whether to continue with the project or to return the Grant Aid to Cheshire Wild Life Trust.

Resolved: that Cllrs Hughes and Tunney would take the action noted above.

10.09.13**WEBSITE/COMMUNICATION/NEWSLETTER.****1) Website**

It is proposed to publish a 'Courier' newsletter in November – to feature the Draft NP and anything else Councillors would wish to put forward.

2) Open Reach

It was recognised that progress towards good superfast broadband across the Parish was faltering and that Cllr Hughes would liaise with Cllr Dahill and also two residents to formulate a plan of approach that was compliant with the views expressed in the emerging Neighbourhood Plan.

Resolved: that Cllrs Hughes and Dahill take the action noted above.

10.09.14

COMMUNITY TRANSPORT (SHUTTLE BUS)

Cllr Tunney reported that the process had been delayed due to the situation in Government and would liaise with Cllr Moore-Dutton as to a way forward. He would provide details of the total numbers of household surveys required and the methods of circulation as well as designing a web-based survey form ('Survey Monkey' or similar) to be placed on the web sites and social media feeds of Parish Councils in Tarporley Ward. He will write to Cllr Moore-Dutton requesting financial support to print the survey forms.

Resolved: that Cllrs Tunney & Moore-Dutton take the above action

10.09.17

APPEARANCE OF THE PARISH

Cllr Stewart's papers (circulated at the July PC) were discussed and, generally, welcomed. Councillors were requested to forward suggestions as to how to implement these proposals prior to the next PC where a decision as to how to move forward would be taken.

Resolved: that all Cllrs submit their suggestions

Resolved: that the Clerk adds this to the October agenda.

10.09.16

CORRESPONDENCE

a) Clerks report to date

SENDER	DATED	DETAILS	RECOMMENDED ACTION
Cheshire Police	5.7.19	May crime figures	Circulated
ChALC	8.7.19	Invite to Police & Crime Commissioners meeting	Circulated
Cheshire Police	9.7.19	June crime figures	Circulated
CWaC	17.7.19	TRO 4522 Willington Lane	Circulated & added to website

10.09.17

COUNCILLORS UPDATE ON PARISH COUNCIL ISSUES

10.09.18

DATE OF NEXT MEETING

The next meeting of Utkinton and Cotebrook Parish Council will be held on Tuesday 8th October 2019 at 7.30pm at Utkinton Village Hall.

The meeting closed at 9.30pm.

Signed..... Chair

Date.....

Addendum to minutes: related to Planning Application 19/01869/FUL, with reference to Cave Bank Farm, Knights Lane, Utkinton, Tarporley Cheshire CW6 0FX (in reverse chronological order – latest first)

All Applications Related to: Cave Bank Farm Knights Lane Utkinton Tarporley Cheshire CW6 0FX			
Reference	Date Received	Application for	Status
19/01869/FUL	14 May 2019	Part demolition of existing dwelling (original timber frame), re-modelling of dwelling and addition of first-floor accommodation	Awaiting decision
10/04204/FUL	21 Dec 2010	Retention and extension of agricultural worker's dwelling, creation of associated domestic curtilage and erection of garden shed	Approved
08-1801-FUL	07 Jul 2008	Erection of one polytunnel	Approved
07-3132-FUL	21 Nov 2007	Erection of a temporary wooden chalet type structure to form dwelling for agricultural worker	Approved

07-2226-FUL	08 Aug 2007	Agricultural workers dwelling	Decided
4/32322	18 Apr 1997	Siting of mobile home mobile adjacent cave bank farm	Refused
4/30653	12 Apr 1996	Removal of condition 2 on planning permission 4/27258 to allow horses other than in applicants ownership to be stabled and grass livery	Unknown
4/27258	05 Aug 1993	Change of use of agricultural stock building to equestrian stabling	Approved
4/24981	15 Jan 1992	Conversion of agricultural building and extension to form farrier's smithy and stabling.	Decided
4/17007	03 Aug 1987	Permanent dwelling for full time agricultural worker.	Refused
4/16640	07 May 1987	Temporary buildings for dwelling of farm worker for supervision of site.	Refused