

UTKINTON AND COTEBROOK PARISH COUNCIL

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

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

In Attendance: Diane Jones (Clerk & RFO)
Cllr Moore-Dutton

12.11.01 PUBLIC OPEN FORUM

None

12.11.02 APOLOGIES FOR ABSENCE

None – Cllr Hughes absent

12.11.03 DECLARATIONS OF PECUNIARY INTERESTS

No declarations received.

12.11.04 MINUTES OF THE PARISH COUNCIL MEETING HELD ON 8th October 2019

Resolved: that the minutes of the Parish Council Meeting held on 8th October were agreed and signed as a correct record by the Chair.

12.11.05 BOROUGH COUNCILLOR'S REPORT

Cllr Moore Dutton advised the following:

- No specific CWaC updates as a lot of things are currently on hold due to Purdah
- Shuttle Bus scheme continues to progress – this will be a long scheme which is slowly improving over the weeks.
- Planning Application re old haulage yard – disappointment was expressed that this was refused, as currently wasted space – the inspector has been written to. This is discussed at item 12.11.06 below.
- Cllr Barnes asked about the review of taxi travel to/from schools, this is ongoing as there are varying price ranges across councils and it's hard to find a model that will fit everywhere, rural areas require a much more flexible approach due to the more remote locations. Cllr Tunney advised of a paper on CWaC expenditure which illustrated school transport is significantly higher than standard bus costs.

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

Cllr Dahill provided an update on NDP;

The draft NDP is with Lyndsey Jennings of CWaC where it will be assessed by CWaC and cannot be changed whilst they have it. Cllrs Tunney and Needham will discuss both the sustainable development and Cotebrook planning issue – see below for details - and pull together the cogent facts to produce a precis to pass to the Steering Group. Cllr Dahill will then meet with Lyndsey Jennings with any required updates. The NDP will then go to Lucy Hughes at CCA for assessment.

The statutory consultation period saw 33 consulted, 7 responses received of these only 1 raised considerations. The consultation period ends on 27th November.

With the official handover to CWaC we enter Regulation 16 (publicity period) when the plan will go on their website for comments and documents / posters will be sent to out by CWaC to be displayed in the Parish, comments at this stage need to go to CWaC directly and CWaC will then amend / alter the NDP as they see fit.

After this stage it is returned to the Parish for formal amendment before going to the inspector. No additional costs are anticipated as work on the consultation will be carried out by Cllr Dahill and Cllr Tunney. Any earmarked funds remaining at the end of the period will be returned.

The narrative in the Local Plan 2 states that Cotebrook is an unsustainable village - as Planning is very much 'plan led' this will cause a problem for anyone who wishes to develop outside the settlement boundary, unless outside exception side and it needs to be affordable housing. If a development is within the settlement boundary of Utkinton, adjacent or a farm building it could be developed.

Concerns were raised that Cotebrook could become a dead village if development cannot take place. Cllr Tunney advised that if the Shuttle Bus scheme takes place this would improve accessibility and therefore sustainability.

Cllr Needham commented that there is an incorrect statement in the NDP (version with amendments) as the Local Plan came out after the draft was finished. Within Cotebrook boundary infill would be considered.

At the date of the planning application for the Haulage Yard and the draft NDP the statement was correct.

Cllr Tunney advised that the NDP as it stands today needs to reflect Local Plan 2, whether the Council agrees or not.

Cllr Barnes raised Rose Farm planning permissions for change of use application for up to 8 individual units in big barn and hay storage in hard standing next to it. Cllr Tunney's advised that this complies with the NDP and Local Plan 2, in respect of sustainability, local business development is encouraged.

Cllr Stewart advised that he has requested details of the comments and feedback received from residents and he has collated these into a summary document which has been recorded.

Resolved that Cllr Tunney and Cllr Needham will discuss both the sustainable development and Cotebrook planning issue and pull together the cogent facts to produce a precis to pass to the Steering Group.

Resolved that Cllr Dahill will meet with Lynsdey Jennings with any required updates. The NDP will then go to Lucy Hughes at CCA for assessment.

12.11.07

PLANNING APPLICATIONS

The following Planning Matters were noted: all

Resolved: that Cllr Tunney/Clerk takes the agreed action on the following: none.

General comment that the Planning Department were taking approx. six months to reach decisions on applications.

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	
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. Refused – going to appeal	Cllr Moore-Dutton has written to the inspector to express disappointment at the decision.
c)	19/02428/FUL	Heathfield Cottage, Utkinton Lane, Utkinton, Tarporley, CW6 0JH	Replacement dwelling (includes demolition of existing cottage) Awaiting Decision	
d)	19/03090/FUL	Forest Farm, Heaths Lane, Cotebrook	Alterations & conversion of existing farm buildings to form seven residential dwellings Awaiting Decision	Conversation has taken place with Lynsdey Shinner. The information provided has made them go back to the developer stating that if a couple of affordable houses were put on it would be more acceptable to CWaC.
e)	19/01315/OUT	Land adjacent Fox & Barrell, Tarporley Road, Tarporley.	Erection of four dwellings. Refused	N/A
f)	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	Some question as to the validity of the application – discrepancies between business address and registered office – PC have advised CWaC and this is being looked at.
g)	19/03256//LDC	Westlands, Quarry Bank, Utkinton	Single storey extension at rear & new entrance gates Awaiting Decision. Permitted development	N/A

12.11.08

FINANCE MATTERS

1) Authorisation of Payments

Resolved: that the following Payments were approved for Payment

PAYMENTS BY CHEQUE		
Anita Langford	November salary	£153.30
HMRC	November tax	£19.40
Anita Langford	Expenses 9.10.19	£18.31
Paul Whalley	October greens mowing	£40.00

2) The draft 20/21 budget was presented and discussed;

Cllr Tunney advised that the Parish are at the lower end in respect of precept level when compared to similar Cheshire parishes. The council need to ensure that they have sufficient precept to carry out the requirements of the parish. In 2019/20 the precept was £7,275. A discussion took place to ascertain councillors' views on their preferred approach;

Cllr Barnes – take stock of accounts and cease spending.

Cllr Stewart – increase by rate of inflation – if there are things that need to be done this should be discussed and considered – Cllr Tunney advised that requests for such items had previously been made and so far, no responses had been received.

Cllr Priestner – Increase as a minimum by inflation.

Cllr Burford – increase by RPI.

Cllr Needham – set an example by freezing it.

Cllr Atkinson – as a newcomer there are things that have previously been discussed as possible areas to be involved in such as green issues – Cllr Tunney advised that these sorts of initiatives could be supported by outside businesses rather than by use of the precept.

Cllr Dahill – freeze the precept level but if no safety net then increase by inflation. Consider requesting that the December Courier is part-Financed by Rose Farm Shop.

Cllr Tunney – the precept should be increased by at least the level of inflation, it is one of the smallest precepts and significant budget cuts have already been made such as reduction of the frequency of the Courier publication down to 2 per year and other spend amounts such as the green in Cotebrook.

The clerk advised that freezing the precept figure would not provide sufficient funding for the current draft budget, therefore if no budget area is reduced, an increase in the precept will be required just to meet current budgeted costs.

The budget headings on the draft budget were discussed with consideration given to the areas that could potentially be reduced, but no areas of reduction were identified. The potential for a pot of money to enable local community groups to apply for funding for activities or events that would improve resident participation and social cohesion. Any such pot would require additional funding and therefore an increased precept level.

Cllrs were also reminded of the potential costs that would be incurred if the need to have a contested election arose, which would be not be covered at existing precept levels

Cllrs were advised that budget would need to be approved at the December meeting in order to enable the precept to be requested from CWaC on January.

Resolved – Cllr Tunney will request support for the December Courier from Rose Farm Shop

Resolved – The clerk will make some minor amendments to the draft budget and circulate with options to be considered in respect of a) freezing the precept and therefore considering areas of budget cut b) increasing the precept to a level that will enable existing costs to continue and c) increasing the precept to a level that will enable contingency for potential election costs / development of a community funding pot.

Resolved – the majority of the December meeting be set aside to discuss and agree the budget

3) The Standing Orders & Financial Regulations were presented, discussed & accepted

Proposed: Cllr Tunney, Seconded Cllr Stewart

4) A discussion re point 2.2 of the Financial Regulations was held to seek a volunteer to review and sign the bank reconciliation on a quarterly basis - there were no volunteers. Cllr Tunney as the chair currently undertakes, but it is recommended that someone other than the chair carry this out as in independent function.

Resolved: that this is considered again at the December meeting.

12.11.09

HIGHWAYS MATTERS

Cllr Tunney raised the continuing issues on John Street, Utkinton Lane and Wood lane and would continue to raise these issues with CWaC Highways.

19/20 0027

Initialed:

Cllr Stewart raised the issue of mud on Tirley lane, and the Slow and Stop signs and lines that CWaC have been asked to reinstate.

Resolved that Cllr Tunney to write to CWaC Highways

Quarry Bank Speed Sign – Cllr Tunney advised that this will be moved by CWaC free of charge to a position immediately above the Utkinton Bus Stop facing towards Willington - he is still waiting to find out when this will be done.

Cllr Atkinson raised again the issue of asked about large vehicles going down Mill Lane, Cotebrook, using it as a cut through rather than making local deliveries (also raised at October & November meetings) and Cllr Tunney said that CWaC have advised that they are not able to provide a no HGV sign as requirement are not met.

Resolved: that Cllr Tunney will request this again from CWaC he hadn't heard anything yet.

Cllr Dahill advised that bulbs will be planted at John Street at no cost to the council.

Requested that any Highways issues are reported to CWaC in respected of roads and potholes by all members of the parish not just the Chair and the Clerk.

12.11.10

REPORTS FROM WORKING GROUPS

1) Quarry and Greens including Quarry Wood on Tirley Lane (Cllr Stewart)
a final £40 cut to be requested for the land at Quarry Bank pond opposite to the High Billinge.

Resolved: that Cllr Barnes contacts the contractor to arrange this

2) Rose Farm – staff have approached Cllr Tunney advising that the steps are very overgrown – Cllr Stewart has cut this back but advised that it still needs attention.

Resolved: that Cllr Barnes asks one of his staff to undertake this when the weather is more 'clement'

3) Community Orchard & Picnic Area

Cllr Tunney is awaiting 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 but nothing is likely to be heard until after Purdah.

Resolved: that Cllr Tunney monitors the situation and provides any updates.

4) Business Plan for Forest School project

Cllr Hughes was not present at the meeting, the following was discussed;

Cllr Hughes had previously stated that the school is fully supportive of the plan, and Cllr Stewart suggested that the Head confirms this in writing, this has not yet been received. Cllr Tunney requested that this needs to be received.

Public consultation has not yet taken place.

Cllr Stewart raised concerns that the plan did not address ongoing maintenance costs, tree safety costs or pond clearing, and that the costs in the plan significantly exceeded the earmarked money from Cheshire Wildlife Trust available to the Council £950.

The items recommended by CWT were in respect of the fence refurbishment and provision of benches.

Cllr Tunney recommended that the works recommended by CWT be carried out.

Resolved: that Cllr Tunney request a written report from Cllr Hughes, and the recommended works by the CWT be carried out with the £950 granted.

Resolved: that the council will arrange for the works to be carried out. Cllr Burford will request samples of the potential recycled fence material and quotes will be obtained.

12.11.11

WEBSITE/COMMUNICATION/NEWSLETTER

1) Website / Facebook

Cllr Tunney circulated draft December Courier for comments. Next Courier will be issued in April 2020.

2) Open Reach

Nothing to update

12.11.12

COMMUNITY TRANSPORT (SHUTTLE BUS)

Cllr Moore Dutton has agreed to fund a survey to all residents in the 4 affected parishes approx. 2500 addresses, looking to provide / enable social inclusion around Tarporley ward. A grant application has been completed to request the funding from the Members budget. This will need to be delivered by the Cllrs, in each Parish including the survey and with a prepaid envelope for the responses to come back to Cllr Tunney. Cllr Tunney has agreed to compile and analyse the responses. The results of the survey will inform the nature of the service required and therefore the potential costs involved. Cllr Stewart raised concerns that CWaC would see this as an opportunity for them to reduce their costs and other levels of transport funding.

Resolved: that Cllrs will deliver the survey to the 4 parishes.
Resolved: that Cllr Tunney will collate / analyse the results of the survey.

12.11.13

APPEARANCE OF THE PARISH

Cllr Stewart commented on the current muddy state of Turley Lane. The priorities over the winter months are planting bulbs and keeping the parish tidy. It is important that the hedges are cut back to ensure the good views are not obscured.

Cllr Moore Dutton advised that she would be happy to fund the provision of daffodil bulbs for the parish. Cllr Dahill would like some bulbs for John Street.

Cllr Stewart has planted 300 bulbs along Tirley Lane.

Resolved: that Cllr Barnes provides contact details for the purchase of bulbs funded from the Members Budget

Resolved: that Cllr Dahill will organise the bulbs and the planting in the parish.

12.11.14

CORRESPONDENCE

a) No correspondence has been logged but all correspondence has been circulated. A resident complaint has been made a number of times regarding the painted 40mph signs on A49. The parish Council has written to CWaC regarding this complaint.

Resolved: that Cllr Atkinson would visit the resident to discuss.

12.11.15

COUNCILLORS UPDATE ON PARISH COUNCIL ISSUES

Cllr Needham raised a discussion regarding plans in Tarporley to organise VE celebrations on may 2020, and suggested that UCPC may wish to participate. Cllr Tunney advised that he would be happy to publicise the event in the Courier but not to suggest participation by UCPC. Cllr Atkinson advised she was happy to support given the high levels of interest the appears to be in the celebration of 75 years.

Resolved: that Cllr Needham asks Tarporley PC to write to Cllr Tunney with an article to be included in the Courier.

Cllr Dahill raised an issue regarding the hedge at Shaw House, Smithy Lane.

Resolved: that Cllr Tunney will write to Mr & Mrs Gutman regarding cutting back the hedge on Smithy Lane.

12.11.16

DATE OF NEXT MEETING

The next meeting of Utkinton and Cotebrook Parish Council will be held on Tuesday 10th December 2019 at 7.00pm at Utkinton Village Hall.

The meeting closed at 10 pm.

Signed..... Chair Date.....