

UTKINTON AND COTEBROOK PARISH COUNCIL

MINUTES OF A MEETING OF UTKINTON AND COTEBROOK PARISH COUNCIL HELD AT COTEBROOK VILLAGE HALL ON TUESDAY 11th FEBRUARY 2020 AT 7.30PM

Present: Cllr F Tunney (Chair), Cllr Dahill, Cllr Atkinson, Cllr Burford, Cllr Needham, Cllr Hughes, Cllr Stewart

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

11.02.01 PUBLIC OPEN FORUM

Graham Spencer attended the Public Open Forum as an applicant for Co-option as Parish Councillor. Following the resignation of Cllr Priestner received and accepted by the Chair Cllr Tunney on 15th January, a Casual vacancy was advertised through CWaC. No electors came forward to call an election within 14 days of the notice, and Graham Spencer submitted an application to the Chair Cllr Tunney to be co-opted. Graham introduced himself and addressed the Council, providing details of his background and previous parish council experience. Cllr Tunney requested a proposer and seconder for the co-option of Graham Spencer to the Council, this duly proposed by Cllr Hughes and seconded by Cllr Needham, and the council then unanimously voted in support of this. **Resolved;** that Cllr Spencer is duly elected and welcomed to the Parish Council

11.02.02 APOLOGIES FOR ABSENCE

Resolved: that apologies be accepted from Cllr Barnes.

11.02.03 DECLARATIONS OF PECUNIARY INTERESTS

No declarations received.

11.02.04 MINUTES OF THE PARISH COUNCIL MEETING HELD ON 14th JANUARY 2020

Resolved: that the minutes of the Parish council meeting held on 14th January were agreed and signed as a correct record by the Chair.

11.02.05 BOROUGH COUNCILLOR'S REPORT

Cllr Moore-Dutton advised the following:

- The Chief Executive of CWaC visited the parish and met with Cllr Moore-Dutton, they visited Rose farm and the proposed community orchard site. Sarah Dobbins (PA to the Chief Exec) has since made contact for further information about the site.
- School transport – taken through cabinet last week it was decided that officer discretion be allowed to award home to school transport where families are equidistant to more than one school by 0.100 miles as calculated by the Council's GIS mapping system and to consider awarding home to school transport at stage one appeal where there is no public transport serving the area and there is an existing school transport arrangement in place. This should provide benefit to members of this parish. Cllr Atkinson commented that this is good news as parents express a preference for Tarporley HS and Cllr Moore-Dutton commented that Tarporley has an excellent academic record and feeder schools in the parish have links with Tarporley.
- Cllr Stewart asked Cllr Moore Dutton if she knew what percentage, or how much money is projected to be withdrawn from Local Government funding by central government. Cllr Moore-Dutton commented that the grants system is very complex and not easy to unpick. 4.5% is the amount of grant increase received. Cllr Tunney queried whether there would be any merit submitting a FOI request to ask for details of grant changes from previous years.

11.02.06 NEIGHBOURHOOD DEVELOPMENT PLAN (INCORPORATING FOOTPATH PROJECT)

Cllr Dahill provided an update;

3 parts of the draft plan have been completed; the Plan, the consultation document and the appendices.

The draft plan has been seen by Lyndsay Jennings, commented on, actions have been taken on the comments and the plan has been informally resubmitted to her. The more advice received and acted upon at this stage will improve the speed with which the Plan will be able to be 'made'. Lyndsay Jennings will receive the consultation document on 12th February. Cheshire Community Action (CCA) Lucy Hughes has agreed to look at the draft plan and do a basic conditions statement which will be completed at the beginning of March. Once done the plan will be expected to pass through; CWaC will organise a referendum, which is anticipated to be at the beginning of Summer 2020.

Financially, after CCA have been paid there will be approximately £1,100 unspent funding left to be repaid.

Cllr Tunney thanked the NDP team for all the hard work that has been carried out to date on the plan.

Cllr Needham commented that there may be a risk of people losing interest in the plan due to the length of time that has elapsed whilst the process has been followed. Cllr Stewart commented that this interest will pick back up once the plan is circulated. Cllr Atkinson commented that most people appreciate that the wheels turn slowly with the planning and production of such a document. Cllr Graham agreed that these processes do take time as the work is

carried out by volunteers. Cllr Dahill responded to Councillors concerns and commented that we are beholden to Local Government, documents have been ready for viewing but events such as the general election have delayed aspects. Cllr Dahill advised that he speaks to people in the community on a regular basis and there is a lot of interest and understanding in the parish, and a high level of responses were received.

Cllr Tunney commented that in the fullness of time it will be demonstrated why this has taken so long, and Cllr Moore-Dutton re-iterated that the great deal of work and perseverance is commendable.

11.02.07

PLANNING APPLICATIONS

The following Planning Matters were discussed and the discussions are noted in the response columns below.

Resolved: that Cllr Tunney / the Clerk takes the agreed actions detailed below on the following:

	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 Approved 13/01/20	N/A - Approved
b)	19/02428/FUL	Heathfield Cottage, Utkinton Lane, Utkinton, Tarporley, CW6 0JH	Replacement dwelling (includes demolition of existing cottage) Awaiting Decision	Awaiting decision, Cllr Tunney to query delay.
c)	19/01869/FUL	Cave Bank Farm	Part demolition of existing dwelling (orig. timber frame), re-modelling of dwelling & addition of 1st floor accommodation Awaiting Decision	Awaiting decision, Cllr Tunney to query delay. Cllr Moore-Dutton advised staffing issues.
d)	19/04521/FUL	20 North Brook Road, Utkinton	Alterations to render finish to the front and side elevations. Approved	N/A Approved
e)	19/02541/OUT	Land at Tarporley Road, Delamere	Erection of Detached Dwelling APPEAL	Appeal – PC commented on behalf.
f)	19/01315/OUT	Land adjacent Fox & Barrell	Erection of four dwellings APPEAL	Appeal – PC commented against.
g)	19/04545/FUL	Sidebottom Farm, Stable Lane, Utkinton	Two storey extension, conversion & extension of barns to create two dwellings, erection of two garage/stores Awaiting decision	Waiting for decision. Comments made regarding concerns about highways safety.
h)	20/00023/FUL	Ridgehill Cottage, Fishers Green, Utkinton	Single Storey rear extension. Awaiting decision	Expected to go through
i)	20/00167/FUL	Hollins Hill Farm, Quarry Bank, Utkinton	Single storey extension Awaiting decision	Expected to go through.

FINANCE MATTERS**1) AUTHORISATION OF PAYMENTS**

Resolved: that the following Payments were approved for Payment;

PAYMENTS BY CHEQUE		
Diane Jones	January salary	£233.32
HMRC	January tax for Diane	£58.40
St John & the Holy Cross Church	Annual Contribution – Cheque to Tarporley PCC	£150.00
Utkinton Village Hall	Annual Contribution – Cheque to Cotebrook Village Hall	£150.00
Cotebrook Village Hall	Annual Contribution – Cheque to Utkinton Village Hall	£150.00
Utkinton Village Hall	Hall Hire – 7 meetings during 2019/20 (April 2019-March 2020)	£122.50
Cotebrook Village Hall	Hall Hire – 5 meetings during 2019/20 (April 2019-March 2020)	£93.75

Resolved; that 1 payment be deferred until the March meeting as the invoice had not been received for consideration at the meeting;

Cotebrook Village Hall	Hall Hire – 4 meetings during 2019/20 (April 2019-March 2020)	£75.00
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2) APPROVE THE PARISH COUNCIL CONTRIBUTIONS FOR PAYMENT

Included in the table above were the payments for the annual contribution to St John's Church, Utkinton Village Hall and Cotebrook Village Hall – applications for financial support were received from each of the 3 organisations, supported by copies of their annual accounts.

Resolved that; the annual contributions are paid to St John's Church, Utkinton Village Hall and Cotebrook Village Hall.

HIGHWAYS MATTERS

Cllr Tunney updated;

Cllr Moore-Dutton met with the Chief Executive which included looking at Stable Lane and the speed motorists are driving through. It is hoped that this will speed up the process for a 30mph limit here – the contact at CWaC is Dave Reeves.

Cllr Atkinson raised concerns about whether the 30mph signs will help - motorists come off the A49 at speed.

The sign on Quarry Bank before the end of the financial year (end March) Cllr Dahill commented that the signs do have an impact, particularly a 30mph coming off a trunk road. Cllr Atkinson commented that the road narrows considerably only 2 cars side by side will fit. Nick Parker keeps hedges long to encourage cars to move out to the centre of the road, a number of incidents have occurred.

Cllr Tunney commented that it is hoped that the signs will encourage more sensible driving, and we could also ask PCSO's to carry out speed checking.

A meeting is scheduled to take place on 27th February with Jamie Barron and Jerry Gibbs of CWaC. Cllr Burford comments on the survey from A49 gives details of all the potholes up to the far end of the lane up to Willington Hall, this will be provided to Cllr Tunney for the meeting. Cllr Atkinson asked if this includes the farm slurry coming off the fields, Cllr Tunney advised he will raise this also.

Cllr Tunney advised that it is hoped the meeting will help to moves things forward quickly. Cllr Stewart commented on the length of time this is taking. Cllr Spencer advised that it is important to have a priority list and it is a really good step to get these issues flagged on the next list. Cllr Stewart comment that the work carried out on Tirley Lane has been excellent, the outstanding item is mud on the left side of the road by monarchy Hall Farm. Cllr Tunney advised that he had been promised a number of times by CWaC that this will be addressed – it will be raised on 27th.

Cllr Atkinson commented that the issues with wagons on Oulton Mill Lane remains, an engineer came out but to the wrong place – Cllr Tunney will request they come out again. Cllr Dahill commented that it is important to continue to talk to the principals at CWaC and to maintain a positive and productive dialogue.

Resolved; that Cllr Burford provide A49 survey to Cllr Tunney in advance of meeting on 27th February. Cllr Tunney to raise these issues along with the issue of farm slurry on the roads, to see what can be done.

REPORTS FROM WORKING GROUPS

1) Quarry Wood and Greens. Cllr Barnes was absent from the meeting. Due to family reasons Cllr Hughes has been unable to prepare an update report for this meeting but will do so for the next meeting

2) Community Orchard & Picnic Area – Cllr Moore-Dutton took CWaC Chief Executive to woodland Close. The council are still waiting for a response from CWaC (Pam Bradley & Sarah Dobbins) in respect of the community orchard legal position regarding transfer. Cllr Tunney is confident that the work will come to fruition. Cllr Atkinson commented that there is public interest in helping with this project, there are likely to be offers to set up a working group to support this.

3) Forest School Project – Cllr Hughes

A business Plan was due to be received at the last meeting but at this time nothing has been received. There is £950 Cheshire Wildlife Trust grant which has been received for this project. As a result, Cllr Tunney has produced some outline costings and a proposed layout for discussion, which includes a proposal to fence off the marl pit, and to provide 50 metres of post and rail fencing backed with netting, to enable the project to be realised. Quotes were included from Ringwood Fencing and Plastecowood (although this proved much more expensive).

Cllr Atkinson commented on whether we would be able to secure any additional funding. Cllr Moore-Dutton wondered if it would be worth inviting Steve Wright to discuss to support this or the community orchard project.

Comments were made that the Plastecowood would be a more sustainable option, Cllr Tunney commented that the Council has had funding for 2 years to carry out this project and not done anything with it to date, focus needs to be on deciding an actionable way forward. It was noted that the quotes were for materials only not labour, and whilst there will be volunteers to carry out the work there is a safety aspect that will need to be considered. There are also tree and pathway issues, slippery and dangerous at this time of year so safe access also needs to be considered. Cllr Tunney commented that his proposed layout was intended to give this project fresh impetus to get it moving forward over the next 3 months.

Cllr Stewart asked if Cllr Hughes would be happy to take what has been done so far forward, Cllr Hughes agreed that he could do this. Cllr Hughes commented that the PTA has also offered help, but tools and equipment will be required, the benches area also needs to be fenced off for safeguarding purposes. A local workman was recommended – Sam Ketterly Cllr Tunney will make contact with him.

Cllr Dahill agreed that the project needs to be pushed forward and Cllr Stewart commented that it needed to be done properly.

Resolved; that Cllr Hughes will come to the March Parish Council meeting – 10th March – with details of details of what needs to be done, what it will cost, and who would be able to carry it out. If this could be circulated to Councillors to view in advance of the meeting this would be useful.

11.02.11

WEBSITE/COMMUNICATION/NEWSLETTER

1) Cllr Tunney requested that all councillors sign up to 'follow' the website to be able to receive automatic updates of when something new is posted. Once you accept the invite, you will go on the 'follow' list (advised councillors to visit the website and click on the 3 dots to receive notifications when new items are added to the website). The next newsletter is due to be published in April. Rose Farm business park opening will be the main item, 6 new businesses; yoga, gym, digital co, furniture restoration, pottery and electrician.
2) No updates in respect of Open Reach.

11.02.12

SHUTTLE BUS

Cllr Tunney advised that he and Cllr Moore-Dutton met with Edward Timpson and he was very receptive. The CPRE have published a report on rural transport deserts. Were UCPC to be measured then the Parish would score 1 – the lowest score.

Cllr Stewart commented on the HS2 announcement and the need to reopen Beeston Station should continue to be pursued as the climate is more receptive now to this. Cllr Tunney advised that the shuttle bus plans will reach to Beeston. The rationale is to connect the 4 parishes to a hub in the centre to enable improved access for Tarpoley Ward. Cllr Moore-Dutton has emailed Edward Timpson following the HS2 announcement.

The shuttle bus funding for the survey has been received, the licence is in, now being printed ready to circulate across the parish. In the next 3 weeks there will be something to give to households, and people are to be encouraged to complete this. There will be 2 copies of the survey form and a link to the Survey Monkey online survey. Cllr Moore-Dutton advised that a lot of promoting needs to be done. There will be potential budget available to allocate free passes for example. Cllr Atkinson advised about targeting young people wanting to be able to go out and about.

The proposed service is to run from 7am to 7pm Monday to Friday. There are children who don't do after school clubs because of the lack of bus access, certainly older teenagers. Cllr Tunney commented that the emphasis is on social inclusion. The survey will be posted by early March with a month to be returned and analysed, it is hoped to dovetail with the Neighbourhood Plan and other relevant areas. Cllr Tunney thanked the council for their support.

11.02.13

APPEARANCE OF THE PARISH

Cllr Stewart suggested a paper on how to improve the appearance of the parish. Cllr Dahill advised that he and his wife have been planting bulbs along John Street. The more that can be planted the greater the focus will be on improving speed and awareness that the parish is being taken care of. Cllr Dahill commented that everyone doing a little bit can make a big difference. The Parish council encourages this activity.

Cllr Moore-Dutton commented that 1500 bulbs were given to Little Budworth and an event took place to plant them, it would be good to do something similar.

11.02.14 CORRESPONDENCE

SENDER	DATED	DETAILS	RECOMMENDED ACTION
Cheshire Fire Authority	09/01/20	Draft Integrated Risk Management Plan 2020/24 consultation – comments by 20 March	Circulated
ChALC	10/01/20	PCC invitation to meet on 28 th January at Police Headquarters	Circulated
CWaC - Planning	13/01/20	Notification of decision Pool End Cottage, Oulton Mill Lane - Approval	Circulated
CWaC – Engineering Vale Royal	14/01/20	Notification of temporary road closure on Utkinton lane	Circulated
CWaC - Planning	14/01/20	Planning Consultation – Ridgehill Cottage 20/00023/FUL	Discussed at meeting 14 th January
CWaC - Planning	14/01/20	Planning Consultation – Sidebottom Farm – 19/04545/FUL	Discussed at meeting 14 th January
Cllr Ian Priestner	15/01/20	Resignation from position of Parish Councillor	Circulated
Bill Spiegelberg	15/01/20 & 31/01/20	St Johns Church Annual accounts & completed donation application form	On agenda
Cheshire Constabulary	16/01/20	Policing precept consultation	Circulated
CWaC – Democratic Services	17/01/20	Confirmation of Casual Vacancy notice – election deadline 5 th February	Circulated to Chair
CWaC – Spatial Planning West	20/01/20	CWaC Local Plan: Draft Supplementary Planning Document (SPD) on house extensions and domestic outbuildings has been prepared for consultation between 20 Jan and 1 March 2020.	Circulated by Chair
CWaC – Rural Localities Offices	21/01/20	Confirmation of approval of application and payment processing (Shuttle bus Survey).	Circulated by Chair
CWaC - Planning	21/01/20	Planning Consultation – Hollins Hill Farm, Quarry Bank 20/00167/FUL	Circulated
Groundforce Landscape Ltd	23/01/20	Grounds Maintenance Brochure	Available to view at meeting
Utkinton St Pauls C of E Primary	24/01/20	Interim Executive Board's response to the consultation on its proposal that the IEB make application to the Regional School's Commissioner to join the North West Academies Trust	Circulated
Valerie Hague	25/01/20	Mud covered grids on Utkinton Lane	Circulated by Chair
CWaC – Neighbourhood Planning	29/01/20	Oakmere & Delamere Neighbourhood area application	Circulated
CWaC - Engineering	31/01/20	TRO 2716 – Temporary Closure Notice John Street	Circulated
Cheshire Constabulary – Philip Monks	01/02/20	Tarporley Police Stats for January 2020	Circulated
Broxap Ltd	03/02/20	Brochure for Litter bins / street furniture	Available to view at meeting
Kyle Whitley	03/02/20	Email advising of sports pitch line marking business available for any work required	Available to view at meeting
CWaC - Planning	05/02/20	Notification of approval to application 18/04269/FUL – 20 North Brook Rd, Utkinton	Circulated

Utkinton St Pauls C of E Primary – Cllrs Hughes & Needham have made comments on the proposal.

11.02.15

COUNCILLORS UPDATE ON PARISH COUNCIL ISSUES

Cllr Dahill reminded councillors to plant bulbs.

Cllr Atkinson advised that she attended Tarporley VE meeting, they are going to close the high street for a street party. Cllr Tunney sought views on what Councillors would like to do in the parish, the general consensus was they would like the two villages to mark in some way as it may be the last opportunity we have. Cllr Moore-Dutton suggested a collection for the community orchard with planting to commemorate. Cllr Spencer suggested a tree being planted from the estate (?) somewhere to go and reflect.

Cllr Stewart commented that defibrillator training / refresher training was required. Resolved; that Cllr Hughes will action this.

11.02.16

DATE OF NEXT MEETING

The next meeting of Utkinton and Cotebrook Parish Council will be held on Tuesday 10th March 2020 at 7.30pm at **Utkinton Village Hall.**

The meeting closed at 9.40 pm

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

DRAFT