

UTKINTON AND COTEBROOK PARISH COUNCIL

Clerk and RFO: Mrs Kathryn Lloyd
 6 Sutherland Way, Vicars Cross, Chester CH3 5HN
 Phone 07709512348 or email utkintonandcotebrookclerk@gmail.com

MINUTES

Parish Council meeting held at Cotebrook Village Hall on Tuesday 8th February 2022 at 7.30pm

08.02.01	<p>Public Open Forum: There were seven members of the public present and the following issues were raised:</p> <ul style="list-style-type: none"> • A recent planning application 21/05101/FUL to build two new homes was viewed as concerning and the parish council were asked to support an objection to it. • There was also concern expressed about application 21/04457/FUL which is waiting for a decision from CWaC and involves a change of use of a hairdressers and café into living accommodation. • Residents expressed their ongoing concerns about the speed of traffic travelling through the villages and thanked the parish council for the recent data collection which they felt supported their concerns. 	ACTIONS												
08.02.02	<p>Present: Cllrs Marian Atkinson, Tony Dahill, Matthew Grant, Mike Horobin, Jason Hughes, Andrew Needham, Graham Spencer, Graham Stewart, Francis Tunney (Chair) In attendance: CWaC Ward Cllr Eveleigh Moore-Dutton, Kath Lloyd, Clerk</p>													
08.02.03	There were no declarations of new interest.													
08.02.04	The council approved the minutes of Parish Council meeting of 11 th January 2022 and the Chair signed on behalf of the council.													
08.02.05 (moved from item 06)	<p>Planning Applications: 08.02.05.1 The council discussed a response to the following applications:</p> <table border="1" data-bbox="240 1256 1350 1933"> <thead> <tr> <th data-bbox="240 1256 456 1285">Ref No</th> <th data-bbox="456 1256 683 1285">Site Address</th> <th data-bbox="683 1256 1139 1285">Proposal</th> <th data-bbox="1139 1256 1350 1285">Response</th> </tr> </thead> <tbody> <tr> <td data-bbox="240 1285 456 1592">21/05101/FUL</td> <td data-bbox="456 1285 683 1592">Land Adjacent 2 Sandiford House Tarporley Road Utkinton Tarporley CW6 9YU</td> <td data-bbox="683 1285 1139 1592">The erection of two four bedroom houses</td> <td data-bbox="1139 1285 1350 1592">Cllr Spencer proposed and Cllr Dahill seconded a motion that the Council will submit an objection. Motion passed unanimously</td> </tr> <tr> <td data-bbox="240 1592 456 1933">22/00088/FUL</td> <td data-bbox="456 1592 683 1933">Yew Tree Cottage, Eaton Lane</td> <td data-bbox="683 1592 1139 1933">Demolition of existing chimney and existing single storey lean-to and erection of a new single storey link extension and single storey side extension with associated internal/external works to create a larger dwelling. Conversion of timber barn to garage with first floor annexe above</td> <td data-bbox="1139 1592 1350 1933">Cllr Stewart proposed and Cllr Spencer seconded a motion that the council will make no objection. Motion passed unanimously</td> </tr> </tbody> </table>	Ref No	Site Address	Proposal	Response	21/05101/FUL	Land Adjacent 2 Sandiford House Tarporley Road Utkinton Tarporley CW6 9YU	The erection of two four bedroom houses	Cllr Spencer proposed and Cllr Dahill seconded a motion that the Council will submit an objection. Motion passed unanimously	22/00088/FUL	Yew Tree Cottage, Eaton Lane	Demolition of existing chimney and existing single storey lean-to and erection of a new single storey link extension and single storey side extension with associated internal/external works to create a larger dwelling. Conversion of timber barn to garage with first floor annexe above	Cllr Stewart proposed and Cllr Spencer seconded a motion that the council will make no objection. Motion passed unanimously	Clerk to draft and circulate objection
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08.02.06	Cheshire West & Chester Council Matters: Cllr Moore-Dutton reported that work was continuing on the “Connecting the Dots” scheme which is aimed at reducing rural loneliness by providing community based transport links. The Chair has also been talking to local benefactors whilst waiting for the outcome of the funding bid to government. Cllr Moore-Dutton expressed her dismay at the recent national announcements about a reduction in funding for rural road maintenance . She will keep the parish council updated as much as possible.																																																																																									
08.02.07	<p>Finance Matters</p> <p>08.02.07.1 The council approved the accounts for payment and noted accounts paid since 11th January 2022 – Appendix A</p> <p>08.02.07.2 The council noted the financial position as at end January 2022 – Appendix B</p> <p>08.02.07.3 The council debated and the financial priorities for the next three years were proposed by Cllr Hughes and seconded by Cllr Spencer and passed unanimously. It was noted that if or when it is possible to bring any projects forward, then the council would endeavour to do so.</p>																																																																																									
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08.02.08	Reports from Working Groups 08.02.08.1 Cllr Hughes gave a verbal report on the contractor’s ground maintenance work at Quarry Wood and other sites around the villages. The local public reaction to the way that the work has been carried out has been very positive and it is proposed that the contract is continued with the small addition of trimming around the bus stop.				Vice Chair will update contract and pass to contractor																																																																																					

	<p>08.02.08.2 There was a short verbal report on the Community Orchard, a large number of windfall apples have been gathered by Mr Atkinson and it was felt that next year, residents could be encouraged to collect them through social media advertising etc.</p> <p>08.02.08.3 The council agreed that the updated Grounds Maintenance Schedule and Contractor should be continued for another year at the total cost of £1000.</p>	to sign before returning it to the Clerk.																		
08.02.09	<p>Highways Matters</p> <p>The Chair had circulated a report on the recent speed monitoring carried out by MHC Traffic and invited a discussion. Cllr Stewart referred councillors to https://www.gov.uk/government/publications/setting-local-speed-limits/setting-local-speed-limits which was circulated in November 2021. The following points were made by councillors:</p> <ul style="list-style-type: none"> - Only the principal authority has the authority to set local speed limits, the parish council can only advocate and encourage - Signage, street furniture and road markings can be very effective in the enforcement of existing speed limits - The installation of village gateways might help reduce speeding - In the principal authority did agree to change the speed limits, the parish council would be expected to fund 50% of the costs - It was felt that flashing speed signs might be useful and residents asked about potentially fund raising to meet the costs. The Clerk advised that the principal authority would still have to agree which lampposts were suitable to hold the weight of the signs and that this can be a long process - Councillor Stewart mentioned the 85th percentile as a means of measuring how traffic conformed to speed limits. If the percentage of traffic was meeting the set speed to a level of 85%, then this was considered to be an acceptable standard. The recent ATC on John Street had indicated that this level was being achieved. However, Councillor Stewart felt the Council should seek to improve on this level and aim to achieve 90%.or even higher. <p>It was agreed that at this stage, a letter should be sent to neighbouring parish councils raising the issue and asking for a joint approach.</p>	Clerk to draft letter																		
08.02.10	<p>Queen Elizabeth II Platinum Jubilee</p> <p>Cllr Atkinson gave a verbal report and referred to a written summary of progress to date from Cllr Grant which had been circulated prior to the meeting. A number of food stalls are now confirmed. There has also been a suggestion of a tea party at Rose Farm on Monday 6th June which would be by invitation to the most vulnerable only. The WI have offered assistance with this. £125 donation has been received and Cllrs Atkinson and Grant will meet with the Chair to agree an information piece for the next Courier.</p>	MA /MG																		
08.02.11	<p>Correspondence: The council noted the correspondence that had been received:</p> <table border="1" data-bbox="240 1420 1321 2056"> <thead> <tr> <th data-bbox="240 1420 485 1496">SENDER</th> <th data-bbox="485 1420 999 1496">DETAILS</th> <th data-bbox="999 1420 1321 1496">AGREED ACTION</th> </tr> </thead> <tbody> <tr> <td data-bbox="240 1496 485 1572">RSN Rural Funding Digest</td> <td data-bbox="485 1496 999 1572">Monthly Bulletin</td> <td data-bbox="999 1496 1321 1572">Circulated</td> </tr> <tr> <td data-bbox="240 1572 485 1626">ChALC</td> <td data-bbox="485 1572 999 1626">Weekly bulletin x 4</td> <td data-bbox="999 1572 1321 1626">Circulated</td> </tr> <tr> <td data-bbox="240 1626 485 1783">Resident/Cllr Dahill</td> <td data-bbox="485 1626 999 1783">Flooding issues</td> <td data-bbox="999 1626 1321 1783">Clerk liaised with CWaC, ownership of land unclear but CWaC claim that resident is responsible for repairs.</td> </tr> <tr> <td data-bbox="240 1783 485 1906">Cheshire West and Chester Council – Andrea Thwaite</td> <td data-bbox="485 1783 999 1906">NACO (National Association of Civic Officers) Tree Planting Day - Friday 11 March 2022</td> <td data-bbox="999 1783 1321 1906">Circulated</td> </tr> <tr> <td data-bbox="240 1906 485 2056">Resident</td> <td data-bbox="485 1906 999 2056">To Clerk asking for financial support to reduce speed limit from Cotebrook 1 mile upwards to the Tarporley turn onto Forest Road to 50mph from the current 60mph. <i>Email from UCPC 11th Sept 2020 to</i></td> <td data-bbox="999 1906 1321 2056">See below.</td> </tr> </tbody> </table>	SENDER	DETAILS	AGREED ACTION	RSN Rural Funding Digest	Monthly Bulletin	Circulated	ChALC	Weekly bulletin x 4	Circulated	Resident/Cllr Dahill	Flooding issues	Clerk liaised with CWaC, ownership of land unclear but CWaC claim that resident is responsible for repairs.	Cheshire West and Chester Council – Andrea Thwaite	NACO (National Association of Civic Officers) Tree Planting Day - Friday 11 March 2022	Circulated	Resident	To Clerk asking for financial support to reduce speed limit from Cotebrook 1 mile upwards to the Tarporley turn onto Forest Road to 50mph from the current 60mph. <i>Email from UCPC 11th Sept 2020 to</i>	See below.	
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		<i>CWaC asking for speed assessment to be carried out.</i>		
	Ian Lovatt	To Clerk giving cost of £2500 to install 50mph speed limit along A49 following speed assessment. See above.	Clerk has approached Police & Crime Commissioner's Office for funding.	
	Chair	To Sir Phil Redmond re: complaint from resident about the size of the new 'Kissing Gate' at the exit onto John Street. Issue recertified and resident informed and thanks sent to Sir Phil.	-----	
	Beeston Re-opening Group	Email update – required funding achieved, rail consultant (Arup) appointed to create a business case and outline design.	-----	
	OPAL	Poster asking for volunteers to help with IT project	Circulated	
	Chair/residents	Email conversations re: speed monitoring	-----	
	Chair	Email conversations with CWaC re Connecting the Dots project	-----	
	CWaC	Email re new recycling and waste service	Circulated	
	CHaLC	New Member's Code of Conduct	Circulated	
	Police & Crime Commissioner	Stakeholder Bulletin	Circulated	
08.02.12	Councillors updates on Council Matters: Cllr Hughes noted that Huxley Primary School had recently advertised on the local social media and felt that this was inappropriate as Utkinton Primary School is currently low on numbers.			
08.02.13	Date of next meeting Tuesday 8 th March 2022 at 7.30pm in Utkinton Village Hall			

APPENDIX A

For meeting 8th February 2022

ACCOUNTS FOR PAYMENT

PAYEE	DESCRIPTION	NET (£)	VAT (£)	TOTAL (£)
DIRECT DEBIT PAYMENTS CHARGED INTO OUR BANK ACCOUNT				
NONE				

PAYMENTS BETWEEN MEETINGS				
(Approved at 11th January 2022 Meeting)				
Clerk's Salary	January 2022 Salary	£330	0	£330
Cllr Tunney - expenses	Reclaim of Domain name registration	£15	0	£15
Utkinton Village hall	UCPC meetings x 5 @£14 each	£70	0	£70
Utkinton Village Hall	Jubilee Steering Group Meetings 'x 3 @ £10.50 each	£31.50	0	£31.50

PAYMENTS DUE – as at 8th February 2022				
Clerk's salary	February salary	£330	0	£330
St John & the Holy Cross Church	Contribution to maintenance of grave yard	£150	0	£150

APPENDIX B

UTKINTON & COTEBROOK PARISH COUNCIL				UTKINTON & COTEBROOK PARISH COUNCIL			
Bank Reconciliation at 30th June 2021				Bank Reconciliation at 30th September 2021			
Cash Book	Balance b/fwd		8,104.65	Cash Book	Balance b/fwd		£12,657.65
Plus	Receipts		£8,899.28	Plus	Receipts		£500.29
Less	Payments		£4,346.28	Less	Payments		£2,382.85
			£12,657.65				£10,775.09
Bank	Current a/c		£0.00	Bank	Current a/c		£0.00
	Deposit a/c		£12,673.53		Deposit a/c		£10,840.67
Less unrepresented	cheques		£15.88	Less unrepresented	cheques		
			£12,657.65				£10,840.67
UTKINTON & COTEBROOK PARISH COUNCIL				UTKINTON & COTEBROOK PARISH COUNCIL			
Bank Reconciliation at 31st December 2021				Bank Reconciliation at 31st March 2022			
Cash Book	Balance b/fwd		£10,840.67	Cash Book	Balance b/fwd		£10,918.51
Plus	Receipts		£2,147.84	Plus	Receipts		£125.09
Less	Payments		£2,070.00		Payments		£785.96
			£10,918.51				£10,257.64
Bank	Current a/c		£0.00	Less			
	Deposit a/c		£10,918.51	Bank	Current a/c		£0.00
Less unrepresented	cheques				Deposit a/c		£10,257.64
			£10,918.51	Less unrepresented	cheques		£0.00
							£10,257.64
CHECK	Receipts	Payments					
Q1	£8,899.28	£4,346.28					
Q2	£500.29	£2,382.85					
Q3	£2,147.84	£2,070.00					
Q4	£125.09	£785.96					
AGREED	£11,672.50	£9,585.09					