Minutes of the Meeting of Littleton Parish Council held on

Monday 6 July 2015 at Chester Rugby Club, Hare Lane, Littleton.

# **PRESENT**: Parish Councillor David Brodie (in the Chair)

# and Parish Councillors Hilary Davies, Anne Stockdale, Clive Lovering

#  and Sarah Rao

**IN ATTENDANCE:** Local residents Mrs C Bower and Mr I Silverton

**15/44 ELECTION OF CHAIRMAN OF THE PARISH COUNCIL**

RESOLVED: that Councillor David Brodie be elected Chairman for the

 ensuing year

**15/45 ELECTION OF VICE-CHAIRMAN OF THE PARISH COUNCIL**

RESOLVED: that Councillor Hilary Davies be elected Vice-Chairman for the

 ensuing year

15/46 PUBLIC SPEAKING TIME

1) Fir Tree Lane – Mrs C Bower from Fir Tree Lane raised concerns about the state of the surface of Fir Tree Lane that continued to present a hazard due to the materials used. The issue of this un-authorised re-surfacing of Fir Tree Lane had been referred to the PROW Officer months ago and there was no sign of any progress having been made. Additionally it was noted that the situation re management of the lane / footpath had deteriorated further in that the ditch adjacent to another section of the footpath had been filled in.

It was believed that this action had been carried out by the same party who also happened to be the owner of the land adjoining the footpath. Such landowners had an obligation to keep the ditches open and, yet again, the only course of action that could be taken was to refer it to the PROW Officer.

The Parish Council were of the belief that dumping of waste material on the footpath and in the ditch constituted fly tipping which was a criminal offence and this was another avenue which could be explored to rectify the situation.

It was agreed that CW&C Councillor Stuart Parker be asked to intervene in order that some progress could be made and that his advice be sought as to what would happen if/when the individual in question did not clear the ditch. Failing this it was felt that maybe it was time for the local MP to become involved. DT

15/47 MINUTES OF THE PREVIOUS MEETING

RESOLVED: that the Minutes of the Meeting held on 11 May 2015 be

 confirmed as a correct record

 15/48 MATTERS ARISING FROM THE MINUTES

1) Hare Lane Copse – Councillor Brodie reported that he had discussed options for the site with the Tree Warden, Simon Mageean who had confirmed that Woodland Trust tree and hedge packs were available for such projects on application.

Councillor Brodie stated he was in the process of contacting a contractor but pointed out that due to concerns about hazardous materials that lay in the ground the project would require a cautious approach ie. clearing in a phased manner so that stock could be taken at each point. The Clerk was continuing to try to identify other contractors for the work so that the Parish Council had a proper choice in the matter. DB DT

2) Fir Tree Cottage – Possible Unauthorised Development – at the last meeting it had been noted that a substantial building was being erected on this property. This had been referred to Planning Enforcement for investigation who had responded stating this had fallen under a Permitted Development.

Members felt this should be questioned given the size of the development and the Planning Officer be asked to explain the basis of his decision. DT

3) Cross Surrounds – the Clerk reported he had applied weedkiller to the surrounds of the cross. Councillor Brodie said he would follow this up with another application. DB

15/48 HIGHWAYS MATTERS

1) Meeting with Highways Officer – it was noted that a meeting was being held on site later in the week to discuss the re-positioning of the bus shelter on Tarvin Road where it was hoped that Mr Collins would also be able to brief Councillors on the current situation with regard to the junction improvement.

2) Proposed Strategy for Traffic Control in Christleton – Councillor Lovering presented a report on the initiative to see a 20 mph speed limit through the spine of Christleton Village. Members discussed the deployment of speed limit and speed awareness signs and how a limit would be enforced. In the first instance it was a question of gathering data to show that a significant number of drivers were exceeding the speed limit which would then warrant the deployment of police officers with speed guns.

Members agreed that Littleton Parish Council would want to lend their support to this initiative on the basis that it included Littleton.

15/49 PLANNING APPLICATIONS

1) 15/01945/DIS – 84 Tarvin Road – Discharge of Conditions etc

RESOLVED: that the Planning Officer be informed that the PC’s only concern is regarding the potential for light pollution to neighbouring properties – this and how long each night the lights will be operating needs to be monitored and under proper control.

2) 15/01984/FUL – Orchard House – Two Storey Rear Extension

RESOLVED: that the Planning Authority be informed that the Parish Council feel the extension seems quite large in proportion to the existing property and that it should be sympathetic to the significant development already completed on the whole site.

3) 28 Tarvin Road – B & B – a note had been received from Mr Morley, a neighbour to this property, stating his concerns about the house becoming a B&B and referring to Covenants that prevented any commercial any commercial activity there and, apparently, any property in “the designated residential area”. Members were aware of at least one other house on Tarvin Road that had operated as a B&B in the past and this had not been an issue.

It was agreed that this be referred to Planning Enforcement so that Mr Morley’s concerns could be properly addressed. **DT**

4) The Nurseries – 6-8 Tarvin Road – Members had noted some significant works in the grounds of the development including the excavation of a very large hole. These were probably in connection with drainage but seemed to be vastly out of proportion to the existing development. It was suggested that efforts be made to ascertain what exactly was being done and to ensure that it was within the bounds of the agreed development. **DT**

**15/50 PARISH COUNCIL FINANCES**

# The Clerk presented his customary report on the finances of the Parish Council making reference to the year-end accounts that had been examined by the Internal Auditor. A query had been raised by the Auditor that an up to date Risk Assessment was required. Members noted that this had been done at the May Meeting.

In addition the Parish Council had been contacted by the Pensions Regulator stating that the law had changed so that all employers must now enrol those who were eligible into a workplace pension scheme. This would come into effect on 1 July 2017. At this juncture they merely required a point of contact with the Parish Council. **DT**

# RESOLVED: that i) the report of the Clerk be received

 ii) the Clerk be nominated as a point of contact with the

 Pensions Regulator

**15/51 ACCOUNTS FOR PAYMENT**

RESOLVED: that the following accounts be paid:- £

1) Clerk’s salary – June & July (less tax) 236.80

2) HMRC – PAYE – June & July 59.20

3) Typing and office services 24.50

4) Chester RFC – Room Hire – July 30.00

5) Litter Warden – 12 hours @ £6.50 78.00

6) JDH Business Services – Int Audit Fee 110.88

7) CW&C – Uncontested Election Recharge 181.00

8) Barclays Bank – Storage Charge 1.00

**15/52 INCOME**

RESOLVED: that the following income be received:- £

1) CRUFC – Parish Field Rent 400.00

2) CW&C – Precept 2015/16 3,000.00

**15/53 CLERK – PETTY CASH**

# RESOLVED: that the Clerk’s petty cash float be reimbursed in the sum of £28.49

#

# **15/54 CORRESPONDENCE RECEIVED**

Since their last meeting the Parish Council had received correspondence which included:-

## Cheshire West and Chester Council

Members’ Briefings – various

### PC N Busby/Inspector P Hodgson – Policing Reports – various

Christleton Flag Pole – Councillor Gilliatt had suggested that the Parish Council consider contributing to the cost of the new flagpole in the grounds of the church. Members reflected that they were being asked for funds without any prior discussion and this prompted a discussion about the need to set out the objectives of the Parish Council in relation to such requests and spending in general.

**15/55 CALENDAR OF MEETINGS**

RESOLVED: that the next meeting of the Parish Council be held on

 Monday 7 September 2015

**15/56 ANY OTHER BUSINESS**

1) Parish Council Mission Statement – Councillor Brodie referred to the Fir Tree Lane issue and the perennial question of what the Parish Council should be spending its money on. He suggested that, in lieu of a Parish or Neighbourhood Plan, it was time the Parish Council formally considered what it was trying to achieve as a public body ie. what it wanted to do and what it didn’t want to do. He proposed the drawing together of a Mission Statement which would encapsulate these aims and objectives and offered to draft out a document for discussion. **DB**

RESOLVED: that a Parish Council Mission Statement be prepared for

 consideration at the next Meeting of the Parish Council

2) Pearl Lane Road Surface – it was noted that there were still pot holes on Pearl Lane and agreed this be referred to the Highways Officer. **DT**

3) Encroaching Vegetation – it was noted that shrubs etc were still creating a hazard on the footpaths between the Tarvin Road/Hare Lane/Littleton Lane junction and the roundabout. The Clerk was asked to follow this up with the Highways Officer. **DT**