Minutes of the Meeting of Littleton Parish Council held on Monday 11 March 2013 at Chester Rugby Club, Hare Lane, Littleton.

# **PRESENT**: Parish Councillor David Brodie (in the Chair) and Parish Councillors Anne Stockdale, Sarah Rao, Jonathan Bellis and Bettie Gilliatt

**13/13 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Parish Councillors Hilary Davies and John Martin, CW&C Councillor Stuart Parker and PC Busby

13/14 MINUTES OF THE LAST MEETING

RESOLVED: that the Minutes of the Meeting held on 21 January 2013 be

confirmed as a correct record

13/15 MATTERS ARISING FROM THE MINUTES

1) Littleton Lane – Vans – Members noted with pleasure that the owners of the vans parked adjacent to the bus stop and obstructing visibility had responded to the Clerk’s letter and had modified their parking. The Clerk was asked to write a follow-up letter thanking them for their co-operation.

2) Japanese Knotweed – the Clerk reported he had researched into the situation regarding this plant and established that responsibility for removal and safe disposal lay solely with the owner of the land concerned. He had written to the owner of the field alerting them to the problem and was awaiting a reply.

3) Footpath 6 – the Clerk reported on a conversation he had had with the owner of the field. It appeared that the poor drainage issue was something that the owners of several properties/land bordering the footpath would have to solve as the ditch needed to run with the water unimpeded for flooding to be prevented. The Clerk was still awaiting a reply from the PROW Officer about work he was scheduling in that area.

4) Parish Field – Tenancy Agreement – the Clerk confirmed that £400 had been received from CRUFC for the use of the Parish Field for the current year.

5) Pearl Lane – Fly Tipping – whilst some rubbish had been removed from Fir Tree Lane a TV had been dumped. This had been reported.

6) Lighting on Fir Tree Lane – the Clerk reported on correspondence with Kieran Collins, Highways Officer about whose responsibility it was to maintain the lighting on the un-adopted road. Members recalled that for years this was carried out by the then City Council as a gesture of good will. This was not what Mr Collins was reporting however and he was implying that responsibility for the lighting lay with the Parish Council. Members recalled there was a meeting several years ago on Fir Tree Lane between Councillors and the local authority and felt it would be useful to find a record of what transpired then. The Clerk undertook to search his records whilst Councillor Brodie would contact ex-Parish Councillor Mr Peter McCready to see what he recalled.

7) KGVI Playing Fields – Councillor Brodie updated Members on the situation relating to the use of the playing field and the contentious issue of the rent paid for it.

Action: Clerk to chase PROW Officer re work to footpath and keep watching brief on fly tipping. Lighting – DB to contact P McC and Clerk to search records.

**13/16 ROAD MATTERS**

The Clerk reported on an update he had received from CW&C Highways Officer

Mr Kieran Collins:-

Speed Limits – the Council was still assessing the detail of the new DfT guidelines for the assessment of speed limits as well as an economic assessment.

Drainage – works now significantly completed.

A51/Hare Lane/Littleton Lane Improvement – awaiting approval of funds for 2013/14 which will determine which improvement schemes were prioritised in terms of design resources.

Members noted that a 40mph repeater sign on Littleton Lane had been knocked over and was lying on the grass verge. The Clerk was asked to report this to the authority. Councillor Bellis reported on his meeting with Stephen Moseley MP who had written to CW&C in relation to the road issues he had raised.

**13/17 PLANNING APPLICATIONS**

1) 13/00320/FUL –30 Tarvin Road – Orangery to Rear Elevation

*Councillor Bellis declared an interest in the item to be discussed and left the room*

Whilst noting that the title plan was out of date as it did not show the buildings as being joined, Members had no objection to the proposed development

RESOLVED: that the application be supported

*Councillor Bellis was asked to re-join the meeting*

Action: Clerk to inform CW&C

**13/18 PARISH COUNCIL FINANCES**

# The Clerk presented his customary report on the finances of the Parish Council.

# Councillor Gilliatt reported that representatives of Aubignan were visiting the Littleton and Barrow Twinning Association in May and requested that the Parish Council donate some funds to help with the expenses.

# 

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

# ii) a donation of £150 to the Twinning Association be

# agreed in principle

13/19 ACCOUNTS FOR PAYMENT

RESOLVED: that the following accounts be paid:- £

1) Clerk’s salary – Feb & March (less tax) 236.80

2) HMRC – PAYE – Feb & March 59.20

3) Typing and office services 31.00

4) Chester RFC – Room Hire – March 30.00

5) Litter Warden – 12 hours @ £6.31 75.72

Heavy duty bags 3.00

**13/20 INCOME**

RESOLVED: that the following income be received:-

1) Chester Rugby Football Club – Parish Field Rent 2012/13 400.00

2) HMRC – Refund of VAT 371.79

13/21 CLERK – PETTY CASH

# RESOLVED: that the Clerk’s petty cash float be reimbursed in the sum of £6.50

# **13/22 CORRESPONDENCE RECEIVED**

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

## Cheshire West and Chester Council

Kieran Collins – Traffic Issues of Long Standing in Littleton

Cheshire West and Chester Local Plan

Closed Roads for Cycle Event

Community Governance Review – Littleton – Phase Two Consultation – this was discussed by Members

Members’ Briefings – various

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

**13/23 CALENDAR OF MEETINGS**

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

Monday 13 May 2013 (AGM)

**13/24 ANY OTHER BUSINESS**

# Affordable Housing – Members discussed the current situation in relation to the provision of affordable housing in the area.

# 2) Littleton Lane – Wall – Councillor Rao reported that she was concerned about the wall of the old farm adjacent to her which she thought was in danger of collapse. It was agreed that she contact the Trustees of the property.

# 3) Code of Conduct – the Clerk reported he was trying to ensure that all Declarations of Interest had been received by CALC who were acting as custodians of these documents.

# 4) Parish Field Lease – the Clerk reported he had been unable to locate a standard lease on which to base an agreement with the users of the field. Councillor Rao undertook to make enquiries with some of her contacts.

Action: Councillor Rao to investigate leases and contact Trustees re wall. Clerk to follow up on Declarations of Interest