Minutes of the Annual General Meeting of Littleton Parish Council held on Monday 12 May 2014 at Chester Rugby Club, Hare Lane, Littleton.

# **PRESENT**: Parish Councillor Jonathan Bellis (in the Chair) and Parish

#  Councillors Hilary Davies, David Brodie, Anne Stockdale,

#  Sarah Rao and Bettie Gilliatt

#

**14/27 APPOINTMENT OF CHAIRMAN**

RESOLVED: that Councillor Jonathan Bellis be appointed Chairman for the

 ensuing year

(Councillor Bellis then took the Chair)

**14/28 APPOINTMENT OF DEPUTY CHAIRMAN**

RESOLVED: that Councillor David Brodie be appointed Deputy Chairman for the

 ensuing year

**14/29 APOLOGIES FOR ABSENCE**

Apologies for absence were received from CW&C Councillors Margaret and Stuart Parker

**14/30 COUNCILLOR JOHN MARTIN**

It was with regret the Parish Council had received the resignation of Councillor John Martin. Tribute was paid to his valuable contribution to the work of the Parish Council whilst he had served as a Councillor and Chairman.

14/31 MINUTES OF THE PREVIOUS MEETING

RESOLVED: that the Minutes of the Meeting held on 10 March 2014 be

 confirmed as a correct record

14/32 MATTERS ARISING FROM THE MINUTES

1) Littleton Hall Farm Site – at the previous meeting Members had expressed concern about how the site would be overall controlled especially with regard to the safety of pedestrians passing by, residents nearby and site security bearing in mind it was being worked by a number of parties. It turned out these fears had been well founded.

Members of the Parish Council had visited the site and found that many of the people working there had no idea about CDM legislation and work such as demolition which involved the removal of asbestos had not been carried out in a responsible manner. Members of the Parish Council felt they could not just sit back and let it happen especially as what was happening was against the law.

This had resulted in correspondence with Your Housing Group which had not allayed Members’ misgivings and so a letter had been sent to the Health & Safety Executive in the hope that the appropriate action would be taken. The outcome of this was awaited.

2) Site of Former Vicars Cross Nursery – it was reported that a reply from Chester Archaeological Society had revealed that the County Archaeological and Monuments Records already listed the structure where it is identified as a pill box with reservations. The CAS then advised the Parish Council to alert the developer to the existence of the monument and ask them to respect it – but felt the chances of securing preservation were unlikely.

It was felt the information presented would be of interest to other local Parish Councils and the Clerk was asked to send it to them as well contacting the development control archaeologists.

Members were still concerned about the Japanese Knotweed on the site as it appeared no action was being taken to control it.

3) Parish Field – Lease – the Clerk reported that in consultation with the previous Chairman a solicitor had been appointed who was now proceeding with the drawing up of the lease. It was agreed that this should preclude sub-letting apart from any special circumstances previously agreed by the Parish Council.

4) Neighbourhood Plan – it was agreed that Cheshire Community Action be approached to offer guidance to the Parish Council in the formulation of a Plan now that a group approach with surrounding parishes was not going ahead.

5) Fir Tree Lane – Lighting – Councillor Brodie reported that a second light had now gone out. The purchase of land by residents had not been concluded and it was still not clear who was responsible for what. It was agreed that the Parish Council confine itself to keeping a watching brief on the situation.

6) Footpath Issue – The Parish Council had been asked by Mr Jay for clarification of the status of the footpath running south from the A51 Tarvin Road parallel to The Dell through to Fir Tree Lane. This had arisen because when riding his bicycle along the A51 Tarvin Road pedestrian footpath/cycleway Mr Jay had experienced a couple of ‘near-misses’ due to vehicles emerging from the footpath onto the A51.

At the previous meeting PC Busby had commented that unless an accident actually occurred the police could not be involved in the matter.

The Clerk reported he had finally received a response from PROW stating that the resident should have applied for permission to resurface the footpath (which was also his access). However, as what he had done was actually an improvement which would not adversely affect walkers they would not normally refuse. PROW saw the potential accident issue as being a matter for the police...

7) Pavements – the problem of cars parking on and obstructing the pavement was discussed.

8) Littleton Lane – Road Surface – Councillor Rao reported on the sink hole in the road outside Toll Bar Cottage. It had been filled in but it was likely that its origin was a collapse of the drain which had wider implications if not sorted out properly.

9) Parish Council Website – the Clerk reported his son was willing to take on the PC website. This offer was accepted.

Action: Clerk to contact Cheshire Community Action; Highways Officer re Littleton Lane and car.

**14/33 PLANNING APPLICATIONS**

1) 14/00918/FUL – Littleton Hall Farm – Variation of Condition 2 of Permission 10/013072/FUL to allow 2 additional windows.

RESOLVED: that the Parish Council have no objection to this proposal but suggest that the windows overlooking neighbouring properties be glazed with obscured glass.

2) 14/00920/FUL – Littleton Hall Farm – New Detached Garage

RESOLVED: that the Parish Council inform the planning authority it has concerns about the positioning of this garage as it appears to be taking spaces from the affordable housing - the original plans showed parking spaces in front of all barns and near to the old farm house. This is already a congested site and the creation of this garage will only make the situation worse.

3) 14/00919/FUL – Littleton Hall Farm – Detached Garage and new gated access

RESOLVED: that the Parish Council express its concerns about the proposed new access onto Littleton Lane - the additional access and resultant vehicle movements will potentially increase congestion in this narrow lane. There are also potential hazards re vision onto the highway. It also seems a shame that this old wall full of character is to be breached in this way.

In addition the garage is in the garden with no obvious house door opening other than through 'French windows'. The original plans were for car spaces in front of house accessed from the old farm entrance on Littleton Lane which in the opinion of the Parish Council was better.

4) 14/01651/FUL - 32 Grove Gardens – Single Storey Rear Extension

Councillor Rao declared an interest in this item and left the room whilst it was discussed)

RESOLVED: that the application be supported

5) 14/01631/FUL - 61 Tarvin Road – Single Storey Side Extension – it was noted that the description of the proposed works was not as clear as it could be.

RESOLVED: that the application be supported

**14/34 PARISH COUNCIL FINANCES**

# The Clerk presented his customary report on the finances of the Parish Council and made reference to a cheque that was being re-issued because the original had not been cashed in time. This would require an adjustment to the annual accounts as the sum (£102.96) was in 2013/14 whilst the new cheque would be 2014/15. He suggested that it was now appropriate for the Parish Council to pursue online banking and payment by BACS and this was agreed.

# RESOLVED: that the report of the Clerk be received

14/35 ACCOUNTS FOR PAYMENT

RESOLVED: that the following accounts be paid:- £

1) Clerk’s salary – April & May (less tax) 236.80

2) HMRC – PAYE – April & May 59.20

3) Typing and office services 28.50

4) Chester RFC – Room Hire – May 30.00

5) Litter Warden – 18 hours @ £6.31 113.58

 - sacks 1.65

 115.23

6) Mid-Cheshire Footpath Society – Annual Sub 8.00

7) CALC – Annual Sub 162.90

8) JDH Business Services – re-issue of cancelled cheque 102.96

9) Broker Network – Parish Council Insurance 265.00

**14/36 INCOME**

RESOLVED: that the following income be received:-

1) CW&C – Precept 2014/15 3,500.00

**14/37 CLERK – PETTY CASH**

# RESOLVED: that the Clerk’s petty cash float be reimbursed in the sum of £3.24

# **14/38 CORRESPONDENCE RECEIVED**

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

## Cheshire West and Chester Council

Members’ Briefings – various

Planning re. Littleton Hall Farm – CW&C can have no involvement in the building control…

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

CALC – invitation to meeting on 22 April re traffic on A51

Your Housing Group

Lorraine Donnelly re Littleton Hall Site

Richard Ingram re public event and leaflet

**14/39 CALENDAR OF MEETINGS**

RESOLVED: that the meetings of the Parish Council for the ensuing year be held

 on:-

Monday 14 July 2014

Monday 8 September 2014

Monday 13 October 2014

Monday 1 December 2014

Monday 19 January 2015

Monday 9 March 2015

Monday 11 May 2015 (AGM)

**14/40 ANY OTHER BUSINESS**

1) American Camp Enquiry – it was reported that some evidence of the camp had been found between 11 and 45 Tarvin Road (now private land) but there was really nothing of note for anyone to see. The Clerk was asked to respond to the lady who had made the enquiry.

2) Japanese Knotweed – it was noted that spraying was being carried out adjacent to 11Tarvin Road and the presence of this pernicious weed now being taken into account in mortgages was discussed.

3) Land Adjacent to Veterinary Surgery – the future of the piece of land owned by the Parish Council was discussed. Much of this was the remains of a car park now substantially overgrown. Ideally it needed to be cleared, levelled and then it could possibly be used as a car park or recycling centre – something to discuss with CRUFC as the land was included in the area covered by the new lease.

4) Cheshire Association of Local Councils

RESOLVED: that Councillors Jonathan Bellis, Hilary Davies and Bettie Gilliatt represent the Parish Council on CALC

5) Car Advertisement – it was noted that a car was parked on the verge outside Tarvin Road emblazoned with an advertisement. The Clerk was asked to report this to the authority.

6) Former Site of Little Chef – it was understood that the premises were to be used as a meeting house for the Plymouth Brethren. A planning application was awaited.

Action: Clerk to obtain programme of meetings from CALC. Clerk to contact CW&C re car and respond to American camp query.