Minutes of the Meeting of Littleton Parish Council held on Monday 14 July 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,

#  and Bettie Gilliatt

**IN ATTENDANCE:** Claire Jones, Cheshire Community Action

 Local resident Mr R Gill

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**14/41 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Sarah Rao

**14/42 NEIGHBOURHOOD PLANNING**

Claire Jones of Cheshire Community Action was welcomed to the meeting.

She explained that a Neighbourhood Plan was a statutory document which existed parallel to the CW&C Council Local Plan and it allowed a community to shape land use and development in their area.

The process involved:-

1) Establishing the Neighbourhood area (usually the parish)

2) Preparation of the Plan – this involved establishing the issues and objectives;

 gathering of evidence; consulting with the community; liaison with the local

 planners

3) Submission to Local Authority re the Local Plan (this takes on average two

 years)

4) Independent examination

5) Referendum – more than 50% of the residents were needed to agree to the

 Plan so it was vital that they be on board during the process

6) Plan put in place

Claire clarified that the creation of a Parish Plan was a community-led process in which the Parish Council was just a player, whereas the Neighbourhood Plan put the Parish Council in the driving seat. There was no denying that the creation of a Neighbourhood Plan was something not to be undertaken lightly as it would involve significant time being sent on it. There would also be significant cost implications (though there were grants available).

Members subsequently discussed the issue, acknowledging that the creation of a Plan would be a major exercise. Enlisting the help of individuals in the Parish could be vital but potentially problematic. Because of this there was a need to find issues that had a universal appeal to Littleton residents such as a) the road b) keeping the Green Belt between Littleton and Christleton and Chester c) the bus service etc. Unless the people of Littleton were engaged with the issues and the Plan then it was unlikely to be created or adopted.

A detailed examination of the Tattenhall Plan would undoubtedly be useful. Cheshire Community Action could provide a toolkit and there was plenty of information available on the internet.

14/43 A51 TARVIN ROAD – ROAD SURFACE

Mr Gill had come to the meeting to share his concern about the noise coming from the new surface of the A51. There had been no such issues previously with the original road surface which had been of a noise reduction specification and it seemed patently obvious that the new surface was of a noisier specification. This was made worse by HGVs thundering through Littleton at speed in the early hours of the morning.

The Chairman informed Mr Gill that the Parish Council had been in a long dialogue with Highways about this and other issues and clarification of the situation was awaited. It was suggested that Mr Collins of Highways be invited to the next Meeting to discuss the issue and that Councillor Parker also be engaged in finding a solution to the problem. (DT to contact KC)

Mr Gill informed Members he had submitted a FOI request to CW&C Council about the road surface. Members reflected that there could be some merit in other residents complaining – often one voice was not enough.

14/44 MINUTES OF THE PREVIOUS MEETING

RESOLVED: that the Minutes of the Meeting held on 12 May 2014 be

 confirmed as a correct record

14/45 MATTERS ARISING FROM THE MINUTES

1) Littleton Hall Farm Site – Members had expressed concern about how the site was 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. The Parish Council had contacted both the Health & Safety Executive and CW&C Council Building Control and had been very disappointed by their unhelpful responses.

2) Site of Former Vicars Cross Nursery – the Clerk reported that he had been informed by Christleton Parish Council that the owner of the site was now taking measures to control the Japanese Knotweed.

3) Parish Field – Lease – the Clerk reported that the drawing up of the lease was now proceeding. This had been hampered by there being no documentary evidence available that proved ownership on the site apart from an old tithe map.

4) Footpath Issue – The Clerk reported he had contacted the Public Rights of Way Officer over a new situation that had arisen about the resident who had resurfaced the footpath (which was also his access) as there had been indications that he was preparing to resurface the countryside end of Fir Tree Lane. (DT to report back)

5) Littleton Lane – Road Surface – Councillor Rao had previously reported on the sink hole in the road outside Toll Bar Cottage which had been filled in but was likely the symptom of the collapse of the drain. This was currently being dealt with by Highways.

**14/46 PLANNING APPLICATIONS**

1) 14/01710/FUL – 10 Tarvin Road – Single Storey, Two Storey and First Floor Extensions

RESOLVED: that the Parish Council make the following comments:-

a. It seems a substantial scheme, being an increase in floor area of 722m2 which equates to approx. 38% (from an original of 1908m2 increasing to 2630m2).

b. Presumably CW&C Highways will advise on visitor parking and whether access on to Tarvin Road is considered to be adequate.

2) 14/00920/FUL – Littleton Hall Farm – New Detached Garage - - it was noted that this development had been refused permission by the Planning Authority

3) 14/01651/FUL - 32 Grove Gardens – Single Storey Rear Extension

 14/01631/FUL - 61 Tarvin Road – Single Storey Side Extension – it was noted

 that these developments had been approved by the Planning Authority.

4) 14/00097/NEWDEV – Littleton Hall Farm – the Chairman reported that the Parish Council had been contact regarding the naming of the new development giving Members the opportunity to submit suggestions for its name. Owing to the tight timescale he had met with some of his fellow Councillors and discussed the matter. As the locality had in times gone by been a tannery the name of Tanyard Mews had been suggested, agreed upon and submitted.

This was subsequently discussed at the Meeting where the Members who were not at the original meeting dissented from the decision. (DT to contact CW&C to ascertain final decision re. naming).

**14/47 PARISH COUNCIL FINANCES**

# The Clerk presented his customary report on the finances of the Parish Council and made reference to the recent Internal Audit and to the new noticeboard he was currently holding in storage. It was agreed that the noticeboard stay in storage for the time being until required.

# RESOLVED: that the report of the Clerk be received

14/48 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 32.00

4) Chester RFC – Room Hire – July 30.00

5) Litter Warden – 18 hours @ £6.31 113.58

6) JDH Business Services – Internal Audit Fee 2013/14 102.96

**14/49 INCOME**

RESOLVED: that the following income be received:-

1) War Stock Dividend 15.78

2) History of Littleton 10.00

**14/50 CLERK – PETTY CASH**

# RESOLVED: that the Clerk’s petty cash float be reimbursed in the sum of £38.46

# **14/51 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

Sue Thwaite, Clerk to Christleton Parish Council – Japanese Knotweed report

Mrs C Gill, Tarvin Road – Road surfacing issue

Police & Crime Commissioner John Dwyer and Chief Constable Simon Byrne – Armed Policing Alliance

**14/52 CALENDAR OF MEETINGS**

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

 Monday 8 September 2014

**14/53 ANY OTHER BUSINESS**

1) Roundabout Traffic Lights – Members discussed the chaos caused by the roundabout traffic lights which they had raised with Highways on numerous occasions. Whilst part time traffic lights existed in other parts of the country it was obvious CW&C was not going to deploy them on the A51 despite the Parish Council’s pleas. It was suggested that this could possibly be because the existing lights were linked with other traffic lights in the area.

2) Bus Stop Shelter – the shelter outside The Nurseries offered very little protection from the elements. It was suggested that it be moved back from the curb, using a bit of the land currently being re-developed. The Chairman offered to contact the architect involved to see whether this could be done. (JB to contact architect)

3) A51/Littleton Lane/Hare Lane Junction – It was noted that the new road markings left only one space for queuing. There was no central queuing lane. (DT to take up with KC)

4) Rugby Club Parking – it was reported that cars were being parked on the grass verge of the A41 on the approach to the traffic lights where people were slipping through a gap in the hedge to access the playing field etc. It was agreed that this hazardous practice be reported to both CRUFC and PC Busby. (DT)

5) Twinning Association – it was reported that the Association was holding a Bowls and BBQ night on the forthcoming Friday.