Minutes of the Meeting of Littleton Parish Council held on Monday 15 July 2013 at Chester Rugby Club, Hare Lane, Littleton.

# **PRESENT**: Parish Councillor Hilary Davies (in the Chair) and Parish Councillors David Brodie, John Martin and Bettie Gilliatt

**IN ATTENDANCE:**  Mr P Jenkins, Barkin Developments

Local Resident Mr C Morley

**13/38 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Parish Councillors Anne Stockdale and Sarah Rao and PC Busby

13/39 PUBLIC SPEAKING TIME

Mr P Jenkins of Barkin of Barkin Development addressed the Meeting informing Members that his company wished to submit a planning application to the local authority in respect of the site of the old Vicars Cross Nursery. There having been a history of failed applications in respect of this site he was keen to find out what the Parish Council would prefer in terms of development there as this would be useful to their formulation of an application..

It was pointed out to Mr Jenkins that whilst Littleton Parish Council had a keen interest in the fate of the site due to its proximity to the parish, it was nevertheless situated in the parish of Christleton and therefore it was important that he approach them in relation to this. Apparently he had this in hand.

Mr Barkin indicated that he understood that the local planners were likely to look favourably on applications which featured a high element of social housing. Members reflected that the proposed development at Littleton Hall Farm already fulfilled Littleton’s quota for social housing.

There followed a discussion on the need to do something that would transform the eyesore that the site had become and the need to keep it secure.

13/40 MINUTES OF THE LAST MEETING

RESOLVED: that the Minutes of the Meeting held on 13 May 2013 be

confirmed as a correct record

13/41 MATTERS ARISING FROM THE MINUTES

1) Japanese Knotweed – it was reported that spraying had been carried out. Members were aware that the eradication of this plant would require a sustained campaign of spraying using industrial strength weedkiller.

2) Lighting on Fir Tree Lane – Councillor Brodie reported that he had discussed the situation with the Residents Association. In the meantime the light in question was now not operating at all.

3) Parish Field – Lease – the Parish Council had obtained advice in relation to leasing arrangements for the Parish Field and discussed the implications of the courses of action open to it.

It was agreed that the Parish Council press ahead with canvassing the opinions of local residents via the Newsletter prior to entering into formal discussions with the Rugby Club on the drawing up of a lease for their use of the field.

4) Litter – it was noted that the individual gathering and dumping litter in the parish was not causing any particular problems at the present time.

5) Littleton Signs – the Clerk reported he had cleared vegetation away from the Littleton road signs but had noted that there was some encroachment of vegetation on the pathway that needed attending to by the Highways Service.

Action: DB to draft letter to local residents

**13/42 PLANNING APPLICATIONS**

1) 13/01565/LDC – 84 Tarvin Road – Change from A3 (restaurant) to A1 (furniture sales)

This application was discussed. As yet nothing had been heard about the application.

2) 34 Tarvin Road – it had been noted that there had been some building work on this property but the Parish Council had not seen any planning application. The Clerk was asked to check on the status of this with the planning authority.

Action: Clerk to contact Enforcement Officer

**13/43 PARISH COUNCIL FINANCES**

# The Clerk presented his customary report on the finances of the Parish Council and reported on the recent Internal Audit that had been completed successfully. It had been suggested by the Auditor, however, that a review of the Risk Assessment was now due.

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

# ii) the Internal Auditor’s report be received

# iii) the Risk Assessment be reviewed at the next

# meeting of the Parish Council

13/44 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 28.50

4) Chester RFC – Room Hire - July 30.00

5) Litter Warden – 18 hours @ £6.31 113.58

6) J D H Business Service – Internal Audit fee 102.96

7) Barclays Bank plc – Storage Charges 1.00

8) C Morley – Domain fee for website 39.56

**13/45 INCOME**

RESOLVED: that the following income be received:-

1) War Stock Dividend 15.78

13/46 CLERK – PETTY CASH

# RESOLVED: that the Clerk’s petty cash float be reimbursed in the sum of £33.40

# **13/47 CORRESPONDENCE RECEIVED**

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

## Cheshire West and Chester Council

Community Governance Review – Littleton – Publication of Draft Recommendations – these would result in some minor boundary changes to the Parish including extending the boundary to the east to Stamford Lane to transfer the properties of Heathfield, Stamford Lodge and the site of the old nursery from Christleton Parish to Littleton. Also the boundary would be extended to the south to transfer Littleton Old Hall from Christleton Parish to Littleton. Members were mindful that the other Parish Councils to be affected would have to be consulted. In addition some kind of rationalisation of Stamford Court and Broadmead as well as the Rugby Football Club premises could be undertaken at some stage.

- Members’ Briefings – various

- Events Toolkit

CALC – Appointment of Representatives – to be discussed at the next Meeting of the Parish Council

Barrow & Littleton Twinning Association – message of thanks for the Parish Council’s donation

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

**13/48 CALENDAR OF MEETINGS**

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

on Monday 15 July 2013

**13/49 ANY OTHER BUSINESS**

# 1) Parish Council Website – Mr C Morley gave the Parish Council notice that as he was moving out of the Parish he would be giving up his role as PC Webmaster. It was agreed that a notice be placed on the notice board requesting that if anyone was interested in becoming involved with the work of the Parish Council in this capacity then they should in the first instance contact the Clerk.

2) KGV Playing Fields – Councillor Brodie updated the Parish Council on the current situation relating to the management of the playing fields