Minutes of the Annual General Meeting of Littleton Parish Council held on

Monday 9 May 2016 at Chester Rugby Club, Hare Lane, Littleton.

PRESENT: Parish Councillor Clive Lovering (in the Chair) and Parish

Councillors David Brodie, Hilary Davies, Bettie Gilliatt and

Sarah Rao

IN ATTENDANCE: Councillor Stuart Parker, PC R Boulton and Mr & Mrs Bower

16/25 APOLOGIES FOR ABSENCE

Apologies for absence were received from Parish Councillors Anne Stockdale and Jonathan Bellis

16/26 ELECTION OF CHAIRMAN OF THE PARISH COUNCIL

RESOLVED: that Councillor Clive Lovering be elected Chairman for the

ensuing year

16/27 ELECTION OF VICE-CHAIRMAN OF THE PARISH COUNCIL

RESOLVED: that Councillor David Brodie be elected Vice-Chairman

for the ensuing year

16/28 PUBLIC SPEAKING TIME

Mrs Bower, Chair of the Fir Tree Lane Residents’ Association thanked the Parish Council and Councillor Stuart Parker for their hard work in helping to bring the Public Right of Way surfacing issue to a satisfactory conclusion.

PC Rob Boulton briefed Members on policing aspects of the anti-fracking protestors in the area; deployment of speed indication devices in Littleton and action being taken to identify a driver parking in Littleton Lane in a manner that was disrupting traffic flow.

PC Boulton also highlighted the problem of Littleton in particular being targeted by gangs from Liverpool and Birkenhead. Local residents were advised to be vigilant and take all possible security precautions.

16/29 MINUTES OF THE PREVIOUS MEETING

RESOLVED: that the Minutes of the Meeting held on 7 March 2016 be confirmed

as a correct record

16/30 MATTERS ARISING FROM THE MINUTES

1) Encroaching Vegetation – The Clerk confirmed that the concern about vegetation on the roundabout obscuring visibility had been referred to the Highways Engineer. DT

2) Enforcement of Speed Limits – The Clerk had requested the Highways Engineer to provide a 30mph on the road surface of Littleton Lane to remind motorists of the limit. PC Boulton confirmed that the police were monitoring the situation. DT

3) 15/04668/FUL – Claverton, Littleton Lane – Increase Height of Existing Roof to and Inclusion of Front and Rear Dormer Windows – it was noted that an Appeal had been lodged in respect of this proposed development that had been refused permission by the planning authority which in turn had been refused.

4) Hare Lane Copse – Trees – Councillor Brodie reported on the work undertaken recently to plant the saplings provided by the Woodland Trust. It had been noted that Giant Hogweed was evident on the land and measures were being taken to eradicate it.

6) Littleton Hall Farm – Lighting Pollution – the Clerk reported on correspondence with Environmental Health about concerns raised about the high levels of lighting on the new development. Clarification about the exact location of the offending lighting had been requested by the authority. Councillor Rao, the neighbour to the property undertook to provide this. SR

7) Young Cyclists – Councillor Lovering was keen to identify the best person in the school to contact in order to stimulate a positive discussion on the safety of young cyclists commuting to and from Christleton High School. It was agreed that the Clerk would draft a letter offering to liaise with the school to take this forward. CL, DT

8) Littleton Lane – Vegetation – Councillor Davies raised concerns about the state of the pine and holly hedge on the corner with Tarvin Road which was beginning to obstruct the pavement. It was suggested that the resident be written to requesting that the hedge be cut back; making reference to the fact that if it had to be done by Highways they would get charged for it. DT

9) Littleton Hall Farm – it was noted again that there were still four affordable homes empty and Members wondered why. Councillor Parker pointed out that affordable housing was subject to strict planning rules and they were going through the process in this respect.

16/31 PLANNING APPLICATIONS

1) 16/00551/FUL – Ashley Rise, 31 Fir Tree Lane – Increase of Roof Height, Single Storey Rear and Side Extension Linking to Garage Conversion

It was noted that planning permission had been granted for this proposed development.

2) Rugby Club Land – the Clerk reported he had not received a reply from CRUFC about the land adjacent to the A51 they were apparently selling and would continue to pursue this. DT

**3)** Demolition of existing sectional garage to be replaced with double garage

Location: Garden Land Opposite Toll Bar Cottage, Littleton Lane, Littleton, Chester,

Cheshire

Demolition of existing sectional garage to be replaced with double garage

Location: Garden Land Opposite Toll Bar Cottage, Littleton Lane, Littleton, Chester,

Cheshire

3) 16/01158/FUL - Garden Land Opposite Toll Bar Cottage – Demolition of existing sectional garage to be replaced with double garage

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

RESOLVED: that the Parish Council have no objection to the proposed

development

**16/32 PARISH COUNCIL FINANCES**

# The Clerk presented his customary report on the finances of the Parish Council making reference to the need for the Parish Council to adopt the Minimum Living Wage in respect of the Litter Warden; monitoring of litter in Hare Lane Copse; pension arrangements for PC employees and the likely future of audit arrangements for the Parish Council

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

(ii) the Litter Warden rate of pay rise to £7.20

(iii) the Litter Warden be asked to now regularly check Hare

Lane Copse as she does her round, informing the Clerk if

levels indicate a resumption of dumping

(iv) the current Standing Orders and Financial Regulations be

adopted for the ensuing year

(v) the Clerk be appointed Responsible Financial Officer

(vi) JDH Business Services be appointed Internal Auditors

(vii) the Scrutineer of financial transactions be appointed at the

next meeting

(ix) insurance arrangements be via Came & Company

(x) the current Risk Assessment be adopted for the ensuing

year

**16/33 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 28.00

4) Chester RFC – Room Hire – May 30.00

5) Litter Warden – 18 hours @ £7.20 129.60

6) ChALC – Annual Subscription 165.90

7) Came & Co – PC Insurance 276.49

8) Mid-Cheshire Footpath Society – Annual Subscription 8.00

9) Bank Storage Charge 1.00

**16/34 INCOME**

RESOLVED: That the following income be received:-

1) CW&C – Precept 3,5000.00

2) CRUFC – Parish Field Rent 400.00

**16/35 CLERK – PETTY CASH**

# RESOLVED: that the Clerk’s petty cash float be reimbursed in the sum of £4.26

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**16/36 CORRESPONDENCE RECEIVED**

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

## Cheshire West and Chester Council

Review of Public Rights of Way in area – need to liaise with Christleton PC **DT**

Designation of Guilden Sutton Parish Neighbourhood Area - noted

Various re Claverton Planning Appeal

Cheshire Constabulary

PC R Boulton - Newsletters

Cheshire Association of Local Councils – various Member Briefings

British Gov. Stocks (Gilts) – response re PC War Stock. Letter of authorisation from PC required to effect redemption now stock out of date. **DT**

**16/37 CALENDAR OF MEETINGS**

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

be held on:-

Monday 4 July 2016

Monday 5 September 2016

Monday 10 October 2016

Monday 5 December 2016

Monday 16 January 2017

Monday 6 March 2017

Monday 8 May 2017 (AGM)