Minutes of the Meeting of Littleton Parish Council held on Monday 9 September 2013 at Chester Rugby Club, Hare Lane, Littleton.

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

**IN ATTENDANCE:**

**13/50 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Parish Councillor Anne Stockdale

13/51 MINUTES OF THE LAST MEETING

RESOLVED: that the Minutes of the Meeting held on 15 July 2013 be

 confirmed as a correct record

13/52 MATTERS ARISING FROM THE MINUTES

1) Site of Former Vicars Cross Nursery – it was reported nothing further had been heard from Barkin Developments re their interest in the site. It was assumed that they had contacted Christleton Parish Council in whose parish the site the land currently lay. However, there was a possibility that this might change so it was important that the Parish Council kept a watching brief on the site. Aspects of the social housing element of developments and the planning process were then discussed.

2) Boundary Changes – nothing further heard from CW&C. The Clerk was asked to find out situation from the officer concerned.

3) Parish Field – Lease – Councillor Brodie reported on progress 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. Members discussed the pros and cons of alternative uses of the field eg. Allotments. Options for printing Newsletter would be explored with Councillor Gilliatt.

4) Webmaster – it was noted that there was no interest as yet in the post. To be advertised further via Newsletter.

5) The Roundabout – Members noted that yellow boxes had been painted on the roundabout but then discussed the response from the Highways Service received some time ago which asserted that changing the traffic signals to part time was potentially dangerous and thus could not be done. Members refuted this and cited several examples of this being done successfully elsewhere in the county. The Clerk was asked to challenge the Highways Officer on this point.

6) Planning Applications – it was noted that the property where some building work had occurred was in fact 86 Tarvin Road. The Clerk apologised for this misunderstanding and undertook to check the status of this with the planning authority.

Action: Clerk to contact AA at CW&C. DB/BG/Clerk to progress printing and distribution of Newsletter. Clerk to contact CW&C Highways and Planning

**13/53 PARISH COUNCIL FINANCES**

# The Clerk presented his customary report on the finances of the Parish Council and reported on the recent External Audit that had been completed successfully. The Clerk also explained about PAYE as it affected himself and the Litter Warden as employees of the Parish Council

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# RESOLVED: that the report of the Clerk be received

**13/54 RISK ASSESSMENT**

The Parish Council reviewed the contents of the Risk Assessment and agreed that the following should be added to it:-

1) There should be a quarterly inspection of the Cross

2) There should be regular checks of the bench and notice boards, which could co-incide with the visits by the Clerk as he conducted his duties

3) Parish Council documentation be stored on Dropbox as suggested by the Clerk and one of the back-up memory sticks be lodged with the Chairman

It was also agreed that the Litter Warden be approached again to see whether she wanted an anti-tetanus jab.

13/55 ACCOUNTS FOR PAYMENT

RESOLVED: that the following accounts be paid:- £

1) Clerk’s salary – Aug & Sept (less tax) 236.80

2) HMRC – PAYE – Aug & Sept + Litter Warden 79.39

3) Typing and office services 23.50

4) Chester RFC – Room Hire - Sept 30.00

5) Litter Warden – 18 hours @ £6.31 (less tax) + sacks 82.77

**13/56 CLERK – PETTY CASH**

# RESOLVED: that the Clerk’s petty cash float be reimbursed in the sum of £3.00

# **13/57 CORRESPONDENCE RECEIVED**

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

## Cheshire West and Chester Council

- Members’ Briefings – various – it was commented that the document concerned with the releasing of Green Belt was very difficult to digest. This led to a discussion about use of Green Belt when Brownfield sites were available and should be taken up first.

Alpraham Parish Council – Traffic Briefing Paper

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

**13/58 CHESHIRE ASSOCIATION OF LOCAL COUNCILS**

RESOLVED: that Councillors Hilary Davies, Bettie Gilliatt and David Brodie

 continue to represent the Parish Council on CALC

**13/59 CALENDAR OF MEETINGS**

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

 on Monday 14 October 2013

**13/60 ANY OTHER BUSINESS**

# 1) Further Development of Saighton Camp – Members discussed the implications for traffic should this area be developed further. Whilst there had been some measurement of traffic including the deployment of cameras on “rat runs” it was noted that Pearl Lane had not been included in this – a major omission.

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

3) Theft on Tarvin Road – it was reported that a brick had been thrown through a patio window at a property on Tarvin Road which had then been robbed.