Minutes of the Meeting of Littleton Parish Council held on

Monday 1 July 2019 at Chester Rugby Club, Hare Lane, Littleton.

PRESENT: Parish Councillor Caroline Marrison Gill (in the Chair) and Parish

 Councillors Clive Lovering, Anne Stockdale, Huw Morgan,

 Hilary Davies, Bettie Gilliatt and Rob Evans

IN ATTENDANCE: CW&C Councillor Stuart Parker

19/42 PUBLIC SPEAKING TIME

CW&C Councillor Stuart Parker discussed the continuing problems with getting any kind of response from the Tree Warden regarding the Parish Council’s application for TPOs for the 64 oaks that bordered Fir Tree Lane. He undertook to intervene in the matter. Members were also concerned about the severe cutting back of the hedgerows bordering the adjoining fields. They were struggling to recover from this. The Clerk was asked to contact the owner of the field to request that they be less severe with future cuttings . SP DT

19/43 MINUTES OF THE PREVIOUS MEETING

RESOLVED: that the Minutes of the Meeting held on 13 May 2019 be

 confirmed subject to Councillor Hilary Davies being recorded as

 present and reference being made to the planning application for

 28 Tarvin Road being received and referred to Members

 for comment

19/44 MATTERS ARISING FROM THE MINUTES

1) Hare Lane Crossing

(Councillor Lovering declared an interest and left the room)

Members discussed the Rugby Club’s proposal to establish a new opening in the hedge forming the boundary of CRUFC adjacent to the entrance to the pitches, thereby creating a crossing point with gates either side of the road which benefitted from better lines of sight and avoided the main entrance to the Club which at times could be very busy.

It was noted that Guilden Sutton PC was contributing to the scheme and information on how many people from the Littleton area were likely to benefit from the crossing as a proportion of users of the field had been received.

RESOLVED: that Littleton Parish Council contribute £150 to the scheme.

(Councillor Lovering re-joined the meeting)

2) GDPR – the Clerk reported on measures that were being taken to ensure Littleton Parish Council was compliant with the Regulations. This included the posting of a general Privacy Notice on the PC Website.

3) Road Safety – Councillor Parker reported on plans to locate a Toucan Crossing on the A41 and referred to Pearl Lane and the hazards arising from it being a single track road.

**19/45 ROAD SAFETY INITIATIVE**

Councillor Lovering reported that dropped kerbs had been installed on Pearl Lane largely as a result of the PC’s road safety campaign. The Speed Indicator Device was currently located on Tarvin Road whilst PCSO Jack Makin was monitoring Littleton Lane with his speed camera and had caught some people speeding.

It was generally agreed that any major initiatives including the location on Littleton Lane of a chicane should go on the back burner for the present.

**19/46 PLANNING APPLICATIONS**

1) 19/01806/FUL – 28 Tarvin Road, Littleton – Change of Use for Outbuildings to 3 Holiday Let Accommodation Units – whilst there were no objections to the proposed development on planning grounds the Parish Council were concerned that there was an unresolved issue that affected the property namely the collapse of the sewer in Littleton Lane. This was resulting in raw sewage running down Tarvin Road at times when the temporary pumping arrangement was overwhelmed. Councillor Parker undertook to look into this with CW&C and Severn Trent Water. **SP**

2) Lamp Post 45 – it was noted that despite having been reported in March there were still problems with the lighting unit going out. Councillor Parker offered to look into this. **SP**

**19/47 PARISH COUNCIL FINANCES**

# The Clerk presented his customary report on the finances of the Parish Council which included:-

# 1) the recent Internal Audit which had recommended that the PC should review the level of reserves it was holding and ensure that any earmarked reserves being held for specific items or projects were quantified. Members responded by referring to the likelihood that the Parish Council might be required at some point to contribute to minor road improvement schemes such as measures to tackle speeding. It was unclear what level of contribution from PC funds would be required however.

2) the requirement for the Clerk to have a current Contract of Employment. The Clerk had obtained a model contract from Chalc and would be presenting this to the Parish Council for approval at the next meeting. **DT**

**19/48 ACCOUNTS FOR PAYMENT**

RESOLVED: that the following payments be authorised:- £

1) Clerk’s salary – June & July (less tax) 236.80

2) HMRC – PAYE – June & July 59.20

3) Typing and office services 18.00

4) Dougherty & Allen – CRUFC Room Hire – July 30.00

5) Litter Warden – 14 hrs @ £5 + bin bags 71.79

6) JDH Business Services Ltd – Int Audit fee 153.00

**19/49 INCOME**

RESOLVED: that the following income be received:-

1) History of Littleton 5.00

**19/50 CLERK’S EXPENSES**

RESOLVED: that the Clerk’s expenses be reimbursed in the sum of £28.60

**19/51** **CORRESPONDENCE RECEIVED**

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

Cheshire West and Chester Council – Planning notifications

Cheshire Constabulary – PCSO Jack Makin - Updates

Cheshire Association of Local Councils – E Bulletins

Christleton PC – highlighting potential use of the King George’s Trust First Field for events and requesting views of Littleton PC on whether Littleton residents or the PC might be interested in hiring the field. Members had no objections to this initiative but did not see LPC being able to make use of the field in this way.

Resident of The Tannery – LPC approached re problems with neighbours’ bins being left out. It was regretted that the Parish Council could not involve itself in a dispute between neighbours. The bins were not on the roadside so no infringement of regulations was being committed that could be reported to the local authority.

Litter Warden – concerns about the amount of litter being discarded in the Parish, especially on Hare Lane. The latter was a result of the rugby and car boot activities of CRUFC and it was agreed that the Clerk contact CRUFC to ask for them to attend to the matter. In the meantime the Litter Warden would be instructed not to clear Hare Lane until a meaningful response was obtained from CRUFC. The Clerk was also asked to contact CW&C to alert them to the bin that required attention and to complain that an unacceptable amount of litter was being left by the bin lorries in the Parish. It was also agreed that the Litter Warden be allowed an extra hour per week for her valuable work. **DT**

**19/52 CALENDAR OF MEETINGS**

RESOLVED: That the next Meeting of the Parish Council be held on

 Monday 2 September 2019

**19/53 ANY OTHER BUSINESS**

1) Action for A51 Group Parish Councils Meeting – Councillor Morgan reported on the meeting he attended on 12 June at Duddon which included a presentation by the Cheshire & Warrington Enterprise Partnership. There was pressure to improve the transport links between the M6 and Liverpool and there were a lot of projects coming forward in response to this.

LPC were invited to send a representative to the core group and Councillors Morgan and Evans agreed to fulfil this role between them. **HM RE**

2) Hedges – the Clerk was asked to contact the owner of Littleton Hall to ask him to cut the hedge on Littleton Lane as pedestrians were getting snagged by brambles etc. There was a similar problem with Orchard House. **DT**

3) Twinning Association – Councillor Gilliatt reported she was organising a BBQ on 12 July to raise funds for the Assn.