

MINUTES OF CHRISTLETON PARISH COUNCIL ORDINARY MEETING

INCORPORATING KING GEORGE'S TRUST

Held on Tuesday 14th December 2021 at 7.30 pm

At Christleton Sports Club

SIGNED

Present Cllr Luke Henley (Chairman) Susan Robson, John Beckitt, Elizabeth Inall and Graham Ranger,

In Attendance: CWAC Cllr Stuart Parker, Sue Thwaite (Clerk) & one member of the public

Apologies: Cllrs Kate Sinclair (childminding issues) Peter Tonge (Prior commitment) Damien Murphy (Prior commitment) Lauren Buckley (unwell) & Janet Brown (unwell)

Declaration of Disclosable Pecuniary Interests

1. There were no declarations of interest at this meeting

Minutes of the last Meeting

2. The Minutes of the Ordinary Parish Council Meeting held on Tuesday 2nd November 2021 were approved and signed as a true and correct record subject to the following amendments: -
 - a The comments submitted to the CWAC Planning Authority on the UOL application were approved with one abstention, one against and the remainder in favour
 - b Cllr Tonge stated – “Regarding last month’s minutes I would like to record an amendment relating to the planning application for the University of Law site. Support for the objections was not unanimous. I do not recollect having a show of hands for the proposal to submit the objections tabled by councillors Henley and Beckitt. Had there been a show of hands I would have not supported the proposal to object to the UoL development but I would have supported the objection to the haul road (but not for the reasons proposed).
 - c At the meeting I expressed the view that the objections put forward by councillor Henley based on green belt regulations were flawed but I chose not to elaborate on this.
 - d Prior to the meeting I had sent an email responding to objections as presented by councillor Beckitt in which I made clear that I did not support these objections”.

Public Forum

3. There were no issues raised at this meeting.
Meeting Standing Orders/Public Speaking time
4. This matter was deferred to the next meeting.

Planning

Planning Applications

5. A list of planning applications previously circulated to all councillors was considered, comments noted by the Clerk for submission to CWAC Planning Authority, all comments can be viewed on CWAC website
6. Comments regarding planning application 21/04257/FUL were agreed and would be lodged with CWAC Planning Authority

Update from University of Law Working Group

7. There was nothing to report at this meeting, date that application will be considered by full Planning Committee is awaited.
8. To consider Council’s approach to future planning applications

9. This matter will be discussed fully at a future meeting, in the meantime a developer has been in touch with the Parish Council requesting time at the February meeting to make a presentation outlining potential proposals to develop land by the Cheshire Cat on Whitchurch Road. It was agreed to extend an invitation to make a 20-minute presentation February 2022 subject to any future COVID restrictions when it may be necessary to have a virtual presentation. This situation will be closely monitored.

IT Improvements

Update on employing services of IT support provider and costs

10. This matter was deferred as the Council are awaiting proposals and costs from two IT providers for consideration and will be put on the February agenda.

Update Councils' Retention Policy

11. The Retention Policy has been circulated to all Councillors prior to the meeting and following discussion only one area was amended under Meeting Records – Agendas to be kept for current year only and any earlier copies would be deleted both electronically and in hard copy.

Action: - Clerk to action this matter.

Traffic & Road Safety

Feedback from presentation to new head of CWAC Highways.

12. At a recent meeting with the Head of CWAC Highways, she was briefed on all the traffic issues in the Village and following the meeting more detailed briefs on the issues have been forwarded, copies of which will be circulated to all councillors.
13. The High School's Travel Survey had been forwarded and she found the results of the survey of great interest.

CWAC Highways Backlog

14. Birch Heath Lane build-out – two locations had been considered with one being discounted due to it being too far out of the village and unlikely to get permission from Department of Transport as it needs to be nearer the area that is being protected and street lighting would need to be installed which could potentially double to cost of the build-out.
15. The residents living by the other build-out location, who have expressed concerns on it being installed so near their property will be contacted to arrange a meeting to discuss and update them on the matter, the councillor's present agreed that the residents should be contacted.

Action: Cllrs Beckitt & Ranger to action this item.

Update on Sustainability Transport Taskforce Plans/South East Chester Pilot

16. This group has now been renamed the Integrated Strategic Transport Taskforce, which consist of many differing small pressure groups with no formal Parish Councils representatives included, it was pointed out that the groups should include democratically elected representatives so a wide view of some of the changes being suggested could be considered and implemented.
17. The members present supported the suggestion that we go back to say that the Parish Council needs to take a wider view of issues before any action is taken.

Action: Cllr Beckitt to action this item.

Update on Flood operations volunteer scheme

18. The CWAC Officer who was going to launch the suggested scheme has now left the Council and we are waiting to have confirmation of his replacement.

19. There are currently two volunteers carrying out inspections and measuring the state of the drains on a regular basis throughout the centre of the village. More volunteers are required to carry out this work further out of the village centre, any further communication with the village should include canvassing for more volunteers.

Update from Air Quality Working Group

20. This item was deferred until the next meeting.

KING GEORGE'S TRUST ITEMS

To approve expenditure for December 2021

21. The expenditure set out in Appendix 1 was approved.
22. The Quarterly Financial check was circulated to all members and approved

Update from KGF Development Group/Pre-school & LHPA improvements & Annual Inspection Report for LHPA

23. KGF Group has received another suggested masterplan for improvements to play area, this will be discussed by the group prior to responding and finalising the plan. A meeting of the Group will be arranged.
24. The delivery and installation of the replacement swings is still outstanding, despite them being promised for November, this matter will be chased up again.
25. The Annual Inspections report did not highlight anything that the Council were not already aware of and the issues are being addressed with the proposed improvements to the play area.
26. The Inspectors comments were noted and are being included in the planned improvements.
27. The Group are looking funding opportunities and will require the whole council to be involved and, also to involve the schools, parents and wider community in ways to raise funds for the project.

Monthly Inspection Report

28. There were no issues this month other than the ones already being addressed

Allotments

To receive report from the Allotment Group

29. There was nothing to report at this meeting.

Finance

To approve expenditure for December 2021

30. The expenditure set out in Appendix 1 was approved.

Quarterly Financial Review

31. The Quarterly Financial check was circulated to all members and approved

To consider Groundworks Contracts for 2022

32. Following receipt of a number of quotations for the groundwork contracts for 2022 the following were approved:

Legion Meadow & Birch Heath contract would be awarded to Groundforce Landscapes Ltd at a cost of £2310

Parish Council schedule for groundworks for £6845.00, this is for a 3-year fixed price contract.

KGF groundworks for £2710.00, this is for a 3-year fixed price contract.

KGF Woodland area £270.00

The cutting of the KGF first field would be carried out by Christleton Sports Club.

To consider budget proposals for the next financial year.

33. There will be a financial group meeting on 18th January to fully consider the budget proposals in order to submit the Precept demand for the next financial year 2022/2023.

To consider quotation for installing new bench on Village Green

34. The quotation for the purchase of a new bench to be installed around the oak tree on the Village Green for £740, plus £250 labour for removing existing broken bench and installation of new bench for £250 was approved.
35. The council will apply for a grant from our Ward Councillor's members budget towards the cost of this project.

Action Clerk to action these items.

Christleton Schools

Update from Christleton High School

36. There was nothing to report at this meeting, and to arrange a Liaison Group meeting with the Head of the High School will be considered after the Christmas break.

Update from Christleton Primary School

37. There is nothing to report at this meeting

Monthly Inspection Report

Capesthorpe Road Community Orchard

38. There were no issues to report at this meeting.

Planit Update

39. Cllr Beckitt will provide the new CWAC Head of Highways with a detailed brief of the Village Design Plans.

Action Items

PROW update

40. It has been confirmed that CWAC is going to employ a consultant to assist with the backlog of the PROW applications

To discuss Queen Elizabeth's Platinum Jubilee Celebrations/Beacon purchase.

41. Following lengthy discussion with a number of ideas being put forward, it was agreed that the Parish Council should approach a resident to enquire whether they would be in a position to co-ordinate with village organisations, churches and schools etc. and form a village group to work together to arrange the celebrations for the Queen Elizabeth's platinum jubilee.
42. Once further information on potential events were to hand, it was agreed that a formal letter asking whether the resident would consider the above proposal would be sent to the resident concerned.

Action: Cllrs Beckitt, Robson and the Clerk to action this item.

43. The purchase of a Jubilee beacon was also discussed which could be incorporated in the overall project for the celebration with the Parish Council considering making a financial contribution towards the cost.

Update on progress with CWAC & Little Mere Management re: amendments to Little Heath Road Maintenance agreement

44. There was no progress to report at this meeting.

Update Councillor's Notification of Interest forms

45. All councillor present were requested to complete a new Notification of Interest form to update their information and to be returned to the Clerk. All absent councillors will be issued with the form at the next meeting.

To discuss venue for future Parish Council Meetings.

46. This item was deferred to the next meeting.

To consider NALC response to lobbying for Government to re-instate remote meetings.

47. Two model letters have been circulated from NALC; one to send to the local MP and one to Minister for Levelling Up Communities to lobby for the re-instatement for Parish Councils to have the ability to meet remotely, all members present agreed with this proposal and would consider writing to the two people concerned.

Free trees for planting

48. This item was deferred to the next meeting.

Update on Broadband Issues

49. This item was deferred to the next meeting.

Information Correspondence

50. A full list of correspondence received as per attachment with the agenda was distributed to the Councillors prior to this meeting.

Information Only Items

- 51 The Clerk confirmed that the branch of the Royal Bank of Scotland would be closing in April 2022

PART TWO

- 52 This item was deferred until the next meeting due to number of absentee councillors.

Dates of the next meetings: It was agreed not to hold a Parish Council meeting in January and the next meeting will be held on Tuesday 1st February 2021

Meeting closed at: 9.0 pm

CPC 14/12/21

APPENDIX 1 KING GEORGES FIELD TRUST PAYMENTS

PAYMENTS	£	Act
Rob Pierce – Groundworks for OCTOBER 2021	635.00	
INCOME		
BANK BALANCE @ 21/11/21 DATE	3144.51	

APPENDIX 2 - FINANCE

ORGANISATION	£	Act
Sue Thwaite – Clerk Expenses NOVEMBER 2021	65.51	LGA 1972 – Sec 112
CPRE – Annual subscription	36.00	LGA 1972 – Sec 112
Mr M Hodgkinson – materials for allotment tidying hedges and ending fence posts	33.29	Small Holding & Allotment Act 1908
JDH Business Services Ltd – Data Protection Compliance Services 2021/2022	483.36	LGA 1972 – Sec 112
JBC Builders – Rub down and re-varnish notice boards	150.00	Open Spaces Act 1906
Countrywide Ground Maintenance Ltd – Strim Birch Heath Common	205.44	Open Spaces Act 1906
WaterPlus Ltd – Water charges for Allotments	10.24	Small Holding & Allotment Act 1908
Rob Pierce – Groundworks for NOVEMBER 2021	350.40	Open Spaces Act 1906
No Prior Approval Payments		
Sue Thwaite Clerk – Salary and add hours for NOVEMBER 2021	679.07	LGA 1972 – Sec 111
Derek Garner – Village Asst Pay & expenses NOVEMBER 2021	106.03	LGA 1972 – Sec 112
HMRC – PAYE & NICS for NOVEMBER 2021	195.80	LGA 1972 – Sec 2
Bank Balances – @ 22/11/21		
H/I Account	116601.30	
Current A/C	100.42	
Dredging A/C	13054.61	
KGF Account	3144.51	