

## MINUTES OF CHRISTLETON PARISH COUNCIL ORDINARY MEETING

### INCORPORATING KING GEORGE'S TRUST

Held on Tuesday 5<sup>th</sup> April 2022 at 7.30 pm

At Christleton Methodist Church Hall

#### UNSIGNED

**Present** Cllr Luke Henley (Chairman) Susan Robson, John Beckitt, Graham Ranger, Kate Sinclair & Lauren Buckley

In Attendance: CWAC Cllr Stuart Parker & Sue Thwaite (Clerk)

**Apologies:** Cllrs Peter Tonge (holiday) Elizabeth Inall (holiday) Janet Brown (Covid in family), Damian Murphy (Unwell) & PCSO Linda Bailey

#### Declaration of Disclosable Pecuniary Interests

1. Cllr Susan Robson declared an interest in planning application for University of Law and The Hayloft and will not take any part in discussion on with of these applications.

#### Minutes of the last Meeting

2. The Minutes of the Ordinary Parish Council Meeting held on Tuesday 8<sup>th</sup> March 2022 were approved and signed as a true and correct record.

#### Public Forum

3. There were no public present at this meeting.

#### Planning

##### Planning Applications

4. 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

Comments were submitted on the following applications:

21/03057/FUL – Wychfield House, Plough Lane

22/0059/FUL – Caldby Valley Retail Park

##### Update on University of Law Planning Application

5. Cllr Beckitt attended CWAC Planning Committee meeting to speak on behalf of the Parish Council to voice their concerns and objections to this development.
6. CWAC Cllr Stuart Parker also spoke in support of the Parish Councils submission.
7. The decision of CWAC Planning Committee was to approve the application, the Parish Council will now consider their position.
8. A vote of thanks was given to Cllr Parker for his support and efforts in the matter on behalf of the Parish Council and wider community.

##### Housing Needs Assessment Update

9. Cllr Sinclair submitted a draft letter to be forwarded to Blue Oak Developments to work with their Assessors in compiling a Housing Needs Assessment for their proposed development of land by the Cheshire Cat Hotel.

## Traffic & Road Safety

### Update on Highway Issues

10. Cllr Beckitt and Cllr Parker will review the list of traffic and road safety issues that have been identified and will take it further in due course.

### CWAC Backlog

11. The equipment to install the new road signage at the junction of Plough Lane/Rake Lane has now arrived at CWAC Highways for installation at this junction together with new white lines.
12. The Vehicle Activated speed sign design work is in progress
13. The estimate for the build-out on Birch Heath Lane is still outstanding.
14. A cost estimate for the re-siting of the build out on Pepper Street is being awaited.

### Update on ISTFF/South East Cheshire Pilot

15. A further meeting had been held and an initiative is going to be launched by CWAC Head of Highways to change behaviours to encourage walking, cycling etc., with an event being planned in September called AT Fest where everyone will be encouraged to walk and cycle everywhere and leave their cars at home. There will be a series of activities to encourage people to take part.

### Update on flood operations volunteer scheme

16. The appointment of a new CWAC Flood Officer is still ongoing.

### Update on Air Quality

17. Following advice from Chris Matheson, Chester MP a letter has been sent to DEFRA and a reply received which was encouraging, but what was missing from the DEFRA reply was a commitment to funding PM 2.5 issues and in particular continuous measurement of PM 2,5 and NO2 located in strategic areas located by Plume measurement.
18. Commitment is also being sought support for a review of the area included in the AQMA (Air Quality Management Areas) particularly in view of the fact that the A41/A51's population is exposed to more exposure from PM 2.5 than the whole of the AQMA. The pollution on the A41/A51 is worse than at the city bus station.
19. Once an area is defined as a AQMA then CWAC would have to do something about the levels of pollution, currently, unless an area is within a AQMA they do not need to take any action. It is strongly felt that the A41/A51 should be within an AQMA.

**Action:** The Air Quality Group will continue to work towards getting DEFRA to provide funding for PM 2.5 measurements and to create AQMAs.

## KING GEORGE'S TRUST ITEMS

### To approve expenditure for April 2022

20. There was no expenditure for April

### Quarterly Financial Check

21. The quarterly financial check was discussed and approved.

### Update from KGF Development Group – Pre-School/LHPA Improvements

22. Members of the Group have visited the Primary School to seek ideas for what children would like to see at the improved Play Area and work on the Masterplan is ongoing.

### Monthly Play Area Inspection Report

23. There were no issues to report this month

## Allotments

24. The Clerk confirmed that all the rent reminders have been sent out for the coming financial year for payment.
25. All the plots are currently occupied and there is a short waiting list for vacancies.
26. Cllr Tonge and the Clerk will attend the Boughton Heath Allotment Association AGM on Saturday 16<sup>th</sup> April, 2022, a plot inspection will also take place on that day.

## Finance

### To ratify National Salary Award 2021/2022 for Clerk & Village Assistant

27. The National Salary Award 2021/2022 for Clerk and Village Assistant was ratified unanimously.

### To approve expenditure for April 2022

28. The expenditure set out in Appendix 1 was approved:

### Quarterly financial check

29. The quarterly financial check was discussed and approved.

### To consider quotation for hard standing by bench at The Pit

30. Two quotations had been received for of replacement of the sloping surface (with steps and compacted stone) in front of the second bench at The Pit. Following discussion, it was agreed to approve quotation of £1650 to include both labour and materials.

**Action:** Clerk to confirm acceptance with contractor.

### Update on changing to online banking

31. This matter is ongoing.

## Christleton Schools

### Update from Christleton High School

32. The Chairman has a liaison meeting with the Head of Christleton High School on 25<sup>th</sup> April 2022 to discuss various matters.

### Update from Christleton Primary School

33. There was nothing to report at this meeting.

## Monthly Inspection Report

### Capesthorpe Road Community Orchard

34. There were not issues to report at this meeting.

## Planit Update

### Progress update

35. There was nothing to report at this meeting.

## Action Items

### Update on progress with Microsoft 365 matters

36. All Councillors have not been set up with a Microsoft User Account to enable all documents to be accessed virtually, some ongoing training on usage will be arranged.

### PROW update

37. Following an update enquiry on the status of the four applications for footpaths in the two villages of Christleton and Littleton which were submitted on 17<sup>th</sup> December 2020

38. It was confirmed that CWAC is working to reduce the current backlog, funding has been provided to employ an external consultant to commence investigations on the backlog of applications for Definitive Map Modification Orders starting this year.
39. Christleton & Littleton Parish Council's applications are prioritised at number 10 which are expected to be considered in the period 2023-2024.

To finalise details of Queen Elizabeth's Platinum Jubilee celebrations

40. Following discussion and feedback from Christleton Primary School it was:

**Resolved:** That the Council in accordance with its power under section 137 and 139 of the Local Government Act 1972, should incur the following expenditure, which in the opinion of the Council is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure, to purchase Platinum Jubilee Teddy Bears to distribute to all Christleton Primary School Children to celebrate Queen Elizabeth's Platinum Jubilee 2022.

**Action:** The Clerk to action this item.

Feedback from Town & Parish Council Connection Event

41. Cllr Robson attended this event on behalf of the Parish Council which highlighted CWAC priorities over the last 12 months, Storm response, Wildflower and Grasslands Strategy, Customer Journey and Future Developments.

**Action:** Cllr Robson will circulate the event notes to all Councillors.

CWAC – Code of Conduct Training

42. Training sessions are currently being given on the updated CWAC Code of Conduct; all members were encouraged to attend a training session.
43. The updated Code of Conduct will be adopted at the May meeting of the Parish Council

Quad Bike issues on Christleton field – update

44. The field being used for Quad Bikes has now been ploughed ready to plant potato crops.

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

45. There was nothing to report at this meeting.

**Information Correspondence**

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

**Information Only Items**

47. The Clerk reminded the meeting that it is the Annual Parish Council meeting in May and all the necessary reports will need to be submitted and forwarded to the Clerk in due course.

Meeting closed at 9.20 pm

Dates of the next meeting: Tuesday 3<sup>rd</sup> May 2022

CPC 05/04/2022

**APPENDIX 1     CHRISTLETON PARISH COUNCIL EXPENDITURE**

<b>ORGANISATION</b>	<b>£</b>	<b>Act</b>
Sue Thwaite – Clerk Expenses MARCH 2022	116.27	LGA 1972 – Sec 112
Allan James – Tree works at Legion Meadow	695.00	Open Spaces Act 1906
JBC Builders – Remove and Install new bench on Village Green, cost of teak oil and first treatment.	1232.12	Open Spaces Act 1906
ChALC Affiliation fee 2022-23	698.12	LGA 1972 – Sec 112
Viking Supplies – Stationery & Postage stamps for Allotment letters (Re-imburement to Sue Thwaite)	145.22	LGA 1972 – Sec 112
WaterPlus – Water charges for allotments	16.24	Small Holding & Allotment Act 1908
Morral Play Services Ltd – Annual Play Area inspection 2021	54.00	Open Spaces Act 1906
CWAC – Christleton Play Area Masterplan – Architect Fees	2397.60	Open Spaces Act 1906
Mid-Cheshire Footpath Society – Annual Subscription	8.00	LGA 1972 – Sec 112
Rob Pierce – Completion of cutting up fallen Oak Tree	250.00	Open Spaces Act 1906
<b>No Prior Approval Payments</b>		
Sue Thwaite Clerk – Salary, backpay and add hours for MARCH 2022	832.81	LGA 1972 – Sec 111
Derek Garner – Village Asst Pay, backpay & expenses MARCH 2022	147.33	LGA 1972 – Sec 112
HMRC – PAYE & NICS for MARCH 2022	286.35	LGA 1972 – Sec 2
Christleton Methodist Church – Room Hire – April 2022	25.00	LGA 1972 – Sec 111
<b>INCOME:</b>		
Bank Balances – @ 20/03/22		
H/I Account	91,251.63	
Current A/C	100.67	
Dredging A/C	13055.04	
KGF A/C	3259.51	