

MINUTES OF CHRISTLETON PARISH COUNCIL ORDINARY MEETING

INCORPORATING KING GEORGE'S TRUST

Held on Tuesday 8th March 2022 at 7.30 pm

At Christleton Methodist Church

SIGNED

Present Cllr Luke Henley (Chairman) Susan Robson, John Beckitt, Elizabeth Inall, Kate Sinclair, Janet Brown Peter Tonge, Graham Ranger

In Attendance: CWAC Cllr Stuart Parker, 2 members of the public & Sue Thwaite (Clerk)

Apologies: Cllr Lauren Buckley (illness) – Absent Cllr Damian Murphy (unknown reason)

Declaration of Disclosable Pecuniary Interests

Minutes of the last Meeting – Cllr Susan Robson declared an interest in item 5b University of Law planning application

1. The Minutes of the Ordinary Parish Council Meeting held on Tuesday 1st February 2022 were approved and signed as a true and correct record.

Item 12 (k) Broadband issues was b/fwd

2. A short presentation was given to the Council with information regarding CityFibre Gigabit-speed broadband coming to Chester which would be being brought to the rural areas of Christleton, Littleton & Waverton in 2023 and it was stressed the importance for everyone to register their interest in order for CityFibre to assess what the possibilities are. Once the registrations are lodged it would be confirmed whether it would be economically viable to go ahead, this has already started in Upton.
3. All the infrastructure would be free of charge to all residences and would include houses on the outskirts of the villages, charges would be incurred when the ISP went live.
4. It was stressed the importance of getting the message across to the residents encouraging them to register for FTTP Broadband to your premises which can be done at [Cityfibre Website](#). Posters will be placed in the Parish Council's notice boards and on the website with this information. CityFibre are very well funded and have already signed up about 30 internet providers across the country to work with.
5. Open Reach also have plans to bring fibre broadband to rural areas in 2025, will benefit the vast majority of properties, but does not guarantee to reach every household.

Public Forum

6. PCSO Bailey produces a monthly newsletter, there have been a couple of incidences at the UOL site with lead being stripped from the roof. She continues to work with Christleton High School and Christleton Primary School. The new Police & Crime Commissioner is currently looking at ways to revamp the Neighbourhood Watch Schemes; residents can contact PCSO Bailey for further information.
7. Cllr Parker confirmed the start of the new Waste Collection service with the new regime for green bin collection now on stream.

Planning

Planning Applications

8. 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

Update from College of Law Planning Applications

9. The Parish Council's addendum to their comments on this application has been published on the planning portal and we are waiting for confirmation of the date for the Planning Committee Meeting when a decision will be made.
10. Cllr Henley will represent the Parish Council at this meeting, but if unavailable then Cllr Beckitt will attend to speak.
11. Letter putting the Parish Council's views on the application will be sent to the individual members of the Planning Committee prior to their meeting.

Report on meeting with CWAC Head of Planning

12. The meeting with the Head of Planning was very useful and the number of expressions of interest from developers to build in Christleton recently was discussed. The Head of Planning confirmed that his position was to defend the position of Green Belt in Christleton.
13. Discussion of Housing Needs Assessments for the proposal to develop the land on A41 which confirmed that the Developer was responsible to compiling a Housing Needs Assessment with input from the Parish Council and it was suggested that the Developer use the services of Cheshire Community Action to assist them with the Assessment.
14. It was agreed that the PC should write to the Developer asking for the Parish Council to be included in the assessment process and recommend they liaise Cheshire Community Action in this matter.

Action: Cllr Sinclair & Cllr Beckitt will work with the developer on this matter and draft a letter requesting their agreement.

15. It was discussed that if the Parish had a Neighbourhood Plan, it would avoid the necessity of considering the number of adhoc developer proposals being submitted as a Neighbourhood Plan would address all these matters when a developer came forward with a proposal.
16. The proposal to compile a Neighbourhood Plan had been considered on a number of occasions, but had not received the required input of interest from the local community, which is essential to work on the project together with other obstacles we have been unable to surmount.

Traffic & Road Safety

Update on Highway Issues

17. Following the first meeting with CWAC Head of Highways when she was briefed on all the traffic issues in the village and on the A51 and has now been further briefed in more detail on all the issues previously discussed.
18. The Head of Highways has stated she will now reassess from the start, a letter has outlined the issues the Council wished to be addressed and we will go back to her in the near future to see what progress is being made on these issues, including when is the average speed limit going to be put in, when is the question of air quality on the A41/A51 and the centre of the village going to be addressed and other matters.

CWAC Backlog

19. The alterations to the Rake Lane/Plough Lane junction, the re-design is now complete, street lighting has been specified and just waiting for material to arrive, this expected to happen towards the end of March.
20. Build out on Birch Heath Lane – the signage will be installed and some of the lighting, but the permanent build-out will not be installed at present. A temporary one will be put in for a trial period to assess the results.

21. A quotation for the cost of the build-out will be forthcoming in the near future.
22. The repositioning of the build-out on Pepper Street it still in the planning stage.
23. The Vehicle Activated speed sign on Rowton Bridge Road, the Tree Officer will confirm whether a tree which appears to be partly falling down, needs removing which will determine where the sign needs placing.

Update on ISTTF/South East Chester Pilot

24. Head of Highways wants to appoint a company to carry out a behavioural study of the area to assess what is required to change the behaviours of people in the whole area.

Update on flood operations volunteer scheme

25. A new Officer has been appointed to take on this matter and further information will be forthcoming in the near future.

Update on Air Quality

26. A formal request for CWAC to put in N02/PM2.5 continuous monitoring in on the A51, A41 and the centre of the village due to the WHO guidelines on Nitrogen Dioxide and PM 2.5 limits being reduced. Current exposure at these locations is up to 3 to 4 times the guideline limits.
27. The junction between the A51 and A55 where the lights are located on the highway are supposed to avoid tailbacks of traffic onto the A55, currently this is not happening, and furthermore the lights cause queueing on the A51 in Littleton and cut through traffic through Christleton.
28. There has been no commitment made by CWAC Highways to a request to improve the signalling at the A51/41 junction. Cllr Beckitt recommended that Christleton and Littleton Parish Councils make a direct submission Highways England who are responsible for the junction, asking for a signalling improvement which would only switch the lights on when queueing back from the A51 onto the A55 – at other times the light would be switched off. This has become more of an issue since the alterations to the A51 at Stamford Bridge.

Resolved: The Council agreed support an approach to Highways England requesting a meeting jointly by Christleton & Littleton Parish Councils.

Action: Cllr Beckitt to action this matter.

KING GEORGE'S TRUST ITEMS

To approve expenditure for March 2022

29. There is no expenditure this month.

Update from KGF Development Group – Pre-School/LHPA improvements

30. The Group are still trying to decide on the final pieces of equipment, a meeting at Christleton Primary School it taking place later this week to get their input.
31. Once a final decision on the equipment is made further discussion will take place with CWAC Landscape Team to finalise the design and look into funding opportunities.
32. There was nothing to report on Pre-School proposals this month.

Monthly Playground Inspection Report

33. An issue with the matting by the tunnel has been resolved.

ALLOTMENTS

To receive a report form Allotment Group

34. There was nothing to report at this meeting.

FINANCE

To approve final cost of new swings at LHPA

35. The final cost of the purchase and installation of the new swings of £15,128.10 was approved and the VAT element of £2521.35 will be reclaimed when the next VAT refund submission is submitted.
36. It was also approved if the invoice from CWAC for the Landscape fees and Masterplan Fees totalling £1998.00 is submitted prior to the end of March a cheque would be raised to cover the cost.

To approve expenditure for March 2022

37. The expenditure set out in Appendix 1 was approved

To approve updated Financial Standing Orders

38. The updated Financial Standing Orders were circulated to all members prior to the meeting and were approved unanimously.

Update on changing to online banking

39. The Clerk has made enquiries with our current bank and it is possible to register for online banking and when all the cheque signing mandate procedures have been confirmed this will be pursued further by the Clerk.

CHRISTLETON SCHOOLS

Update from Christleton High School

40. A meeting will be organised between the Chairman and the Headteacher of the High School in the near future.

Update from Christleton Primary School

41. There was nothing to report at this meeting.

MONTHLY INSPECTION REPORT

Capesthorne Road Community Orchard

42. There were no issues to report this month.

PLANIT

Progress Update

43. Currently waiting for confirmation from Head of Highways how it is intended to develop a process of how the Saighton S106 monies of £4.5 million are going to be allocated and, integral to the process is the behavioural change study that is being planned.

ACTION ITEMS

Update on progress with Microsoft 365 matters

44. The Chairman has liaised with the Webmaster to establish redirecting emails from current hosting service to Microsoft which should not pose a problem. Once this is completed a contract with Microsoft will be set up to enable all councillors to access the Microsoft server for their emails and Microsoft 365 for all PC documents and files through OneDrive or Sharepoint.
45. It was agreed to look into setting up all councillors with a Microsoft account and organising some training sessions.

Action: The Chairman and Clerk will action this item.

PROW Update

46. It was reported that the current deadline to register a public right of way by 2026 has now been cancelled and it is now open ended.

Update on Queen Elizabeth's Platinum Jubilee celebrations

47. Following discussion, it was agreed to establish the number of pupils attending Christleton Primary School with a view to presenting each child with a commemorative item to celebrate Queen Elizabeth's Platinum Jubilee.
48. It was agreed that the clerk would investigate purchase of small ceramic jubilee planters with a packet of seeds if available and, subject to agreement from Headteacher of the Primary School an order would be placed.

To update Financial Risk Assessment & Risk Schedule

49. The updated Risk Assessment and Risk Schedule documents were considered
Resolved: To accept and approve the two documents, Risk Schedule which were duly signed by the Chairman and Clerk

To review Responsibility & Property Register

50. The updated Responsibilities & Properties for financial year 2022/2023 was reviewed.
Resolved: The Responsibility & Property Register was accepted and approved

To review Schedule of Assets

51. The updated and amended Schedule of Assets was reviewed and it was
Resolved: The amended Schedule of Assets was accepted and approved.

Annual Review of Internal Audit/Audit Plan/Effectiveness of Internal Audit

52. The Annual Review of Internal Audit was circulated to all members for consideration and discussion.
Resolved: The updated documents were approved

To consider additional works on Sycamore Tree on Village Green

53. Following a supplementary report from the Tree specialist and further branch would be removed from the Sycamore tree on the Village Green.

Quad Bike issues on Christleton Field – update

54. Quad bikes on the farmer's field continue to cause concerns, the Council has been assured this should cease when the field is planted out with a potato crop. This will continue to be monitored.

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

55. The Management Team from Little Mere is now in contact with CWAC and updated the Council on the current situation and the process is ongoing.

Information Correspondence

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

Information Only Items

57. Repairs to the broken fence at Birch Heath Common are in hand
Further progress with hard standing at Bench by the Pit will be on next month's agenda.

APPENDIX 1 FINANCE

ORGANISATION	£	Act
Sue Thwaite – Clerk Expenses FEBRUARY 2022	75.71	LGA 1972 – Sec 112
BHIB Insurance – Cyber Liability Insurance – Annual Premium	299.99	LGA 1972 Sec 140
Mark Hodgkinson – re-imburement for CCTV signs for the allotments	15.97	Small Holding & Allotment Act 1908
Graham Anderson – re-imburement for Levelling equipment for allotments	18.00	Small Holding & Allotment Act 1908
Dunkil Developments Ltd - Purchase and installation of swings at LHPA	15,128.10	
Christleton Methodist Church – Room Hire March 2022	25.00	LGA 1972 – Sec 111
Rob Pierce – Cutting up fallen Oak tree, removing debris and making stump safe	649.00	Open Spaces Act 1906
No Prior Approval Payments		
Sue Thwaite Clerk – Salary and add hours for FEBRUARY 2022	646.74	LGA 1972 – Sec 111
Derek Garner – Village Asst Pay & expenses FEBRUARY 2022	77.95	LGA 1972 – Sec 112
HMRC – PAYE & NICS for FEBRUARY 2022	190.04	LGA 1972 – Sec 2
Christleton Methodist Church – Room Hire	25.00	
INCOME: Interest	1.08	
Bank Balances – @ 20/02/22		
H/I Account	108,354.28	
Current A/C	100.20	
Dredging A/C	13,054.94	
KGF A/C	3,259.51	

DATE OF NEXT MEETING – TUESDAY 5TH APRIL 2022

The meeting closed at: 9.39 pm