

MINUTES OF CHRISTLETON PARISH COUNCIL ORDINARY MEETING

INCORPORATING KING GEORGE'S TRUST

Held on Tuesday date: 7TH MARCH 2023 at 7.30 pm

At Christleton Methodist Church Hall

SIGNED

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

In Attendance: Sue Thwaite (Clerk)

Apologies: CWAC Stuart Parker (Prior commitment) CPC Cllrs Janet Brown (unwell), Lauren Buckley (Exam revision) Peter Tonge (no reason given) and Damian Murphy tendered his resignation from the Council

Declaration of Disclosable Pecuniary Interests

1. Cllr Sinclair declared a personal interest in Item 5(b) UOL development as her property is adjacent to the development site.

Minutes of the last Meeting

2. The Minutes of the Ordinary Parish Council Meeting held on Tuesday date: 7th February 2023 were approved and signed as a true and correct record.

Public Forum

3. There were no members of the public present

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.

Update on UOL Development- Trees in the Walled Garden

5. An informal discussion led to the understanding that there would be a best endeavour effort to comply with the Parish Council's request.

Update on Beechmoor community Liaison Group

6. An invitation to submit a named representative to join the Beechmoor Community Liaison Group was considered and it was

Resolved: It was unanimously agreed to appoint Cllr John Beckitt to represent the Parish Council on Beechmoor Community Liaison Group.

Action: Clerk to confirm this appointment.

Update on Manor Bridge Ltd

7. Manor Bridge Group reported back on the activities since the last meeting and these are ongoing.

Traffic & Road Safety

Update on Highway Issues

8. Plough Lane Junction – The concerns and suggestions of many of the Christleton/Waverton residents put to Highways have now been taken on board and will be implemented -**see Appendix 1** at end of the minutes for full details.

9. The Council are now waiting for the cost estimates for the works for consideration.

Birch Heath Lane Build-out

10. The drawings have now been received and are being considered for further discussion.

Speedwatch Update

11. There was nothing to report at this meeting.

Update on ISTTF

12. There was nothing to report at this meeting.

Update on Air Quality

13. There was nothing to report at this meeting.

KING GEORGE'S TRUST ITEMS

To approve expenditure for date:

14. The expenditure set out in Appendix 2 was approved. There was no expenditure for March 2023.

Update on progress with LHPA re-furbishment project

15. Following a meeting between CWAC Landscape Architect and members of the KGF Development Group a number of actions were agreed to move the project forward, these would be finalised at a further meeting on the Group later in March.

Play area inspection report for date: February 2023

16. The monthly inspection report by the Playground Inspector highlighted a number of items that need monitoring.
17. The regular weekly reports found no other issues than those highlighted in the monthly report.

ALLOTMENTS

To receive report from Allotment Group

18. There has been a break-in at the allotments with the community cabin door being badly damaged as they tried to gain entry. Plot holders shed were also targeted with equipment stolen and damage to the sheds. This matter is in the hands of the Police.
19. The rent reminders for the next financial year will be sent out later in March.

Finance

To approve expenditure for date: March 2023

20. The expenditure set out in Appendix 2 was approved:

To update financial standing orders

21. The revised Financial Standing Orders were approved and readopted.

Christleton Schools

Update from Christleton High School.

Report from Liaison Meeting

22. A meeting between the Headteacher and the PC Liaison Group had taken place with a number of topics being discussed including the refurbishment of Little Heath Play Area (which is to include equipment for older children) and a request for a letter of support for the project will be requested.

Update from Christleton Primary School

23. There was nothing to report at this meeting.

Monthly Inspection Report

Capesthorne Road Community Orchard

24. There were no issues reported this month

To consider quotation for tree works at Capesthorne Road Orchard

25. Three quotations had been received for the coppicing of Field Maples from:

- Allan James £1125
- Treefellers Ltd £600
- Harrison Tree Surgery £550

Resolved: To award the contract to Harrison Tree Surgery.

Action: - Clerk to convey this information to the contractor and to let the other contractors know they had been unsuccessful on this occasion.

Planit Update

Planit Update

26. There was nothing to report at this meeting.

Action Items

PROW Update

27. CWAC confirm that they are still progressing with the appointment of a consultant and hope to appoint one by the end of March.

To update financial Risk Assessment & Risk Schedule

28. 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

29. The updated Responsibilities & Properties for financial year 2023/2024 was reviewed.

Resolved: The Responsibility & Property Register was accepted and approved

To review Schedule of Assets

30. The updated and amended Schedule of Assets was reviewed and it was accepted.

Resolved The amended Schedule of Assets was accepted and approved.

Annual review of internal Audit/Audit Plan/Effectiveness of internal Audit

31. The Annual Review of Internal Audit was circulated to all members for consideration and discussion.

32. **Resolved:** The updated documents were approved.

Parish Council Elections

33. The Clerk confirmed she would be attending a Clerk's Briefing session on Wednesday 8th March and would collect the candidate nomination packs at that meeting, which will contain all the necessary information and forms for candidates. She would deliver the packs to all councillors over the next few days.

Update on Christleton Coronation Heritage Trail Project

34. Cllr Robson updated the meeting on progress with CCHTP the booklet is almost finalised and will comprise of about 12 pages, when completed and printed they will be distributed to every household in the village.
35. Cllr Robson has a meeting on Friday this week with an Officer from CWAC for a discussion on the booklet which, describes a 2.5 mile (4km) illustrated and guided walk around the village detailing properties and place of historical interest. It is planned to highlight a number of properties of special interest with installation of Blue Plaques.
Resolved: To approve the cost of the printing prior to the next meeting to allow the project to go ahead as soon as possible before the King's Coronation.
Action: Cllr Robson will now approach printing firms for quotation for printing 1000 booklet and appoint a printer to carry out the work.

To discuss King Charles 3rd Coronation Plan

36. CWAC Councillors have been awarded £500 each to help to create a celebratory event in their villages and details and application form has been received, following discussion it was:
Resolved: To complete an application for a contribution towards the cost of the Christleton Coronation Heritage Trail project.
Action: The Clerk & Councillor Robson to action this item.
37. It was also agreed present Coronation Mugs to the children in Christleton Primary School and the Clerk and Cllr Robson will investigate designs and cost and bring it back to the April meeting.

ChALC Report on Climate Change

38. It was agreed that the Parish Council should look at ways they can contribute to mitigate climate change in addition to efforts already being taken, e.g., planting trees, wild flower meadows, installation of cycle racks
Action: This item to be put on the April agenda and Councillors to bring along any ideas to add to their efforts.

Update on Neighbourhood Planning project

39. This is ongoing.

Information Correspondence

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

Information Only Items

41. Village Show information
42. CAC Draft Local Validation checklist

Meeting closed at: 9.40 pm

Dates of the next meeting: 4th April 2023

CPC: 07/03/2023

APPENDIX 1 PLOUGH LANE JUNCTION

PLOUGH LANE JUNCTION IMPROVEMENTS AGREED WITH HIGHWAYS – March 2023

SPEED LIMIT REDUCTIONS

1-Brown Heath Road/Rake Lane – 40mph (no change)

2-Plough Lane East – reduction in speed limit from 40 to 30mph

3-Plough Lane West – the SLA concluded that retaining the existing 40mph limit was appropriate, however the Parish Council suggested there was a need for consistency across the route east – west. It was therefore agreed that CWaC request Police review and accept reduction in speed limit from 40 to 30mph

4-Rake Lane/Stamford Lane – reduction in speed limit from 60 to 50mph

5-Birch Heath Lane - reduction in speed limit from 60 to 50mph

6-Plough Lane/Cotton Lane/Platts lane from 60 to 40mph

Christleton PC will be required to fund 50% of the cost of these changes

Cost estimates for changes 2,3 and 4,5,6 will be provided separately for approval purposes

PLOUGH LANE JUNCTION IMPROVEMENTS

Cut back hedge aggressively on right from Plough Lane West into Brown Heath Road – this has been completed and is considered effective and that relocation of the hedge probably not required

Road name plates installed at each of the four approaches to the junction

Repainted stop lines from Plough Lane East and West

Install two flashing Vehicle Activated Signs (VAS's) on Plough Lane East and West – using existing conventional road signs posts and funded by Christleton Parish Council

Cost estimate required for approval purposes

New white slow markings and white lines to be placed on the approach, adjacent to the VASs on Plough Lane West and East – particularly important from the East as conventional signs and VAS may not be seen when sun sets

Install missing Junction warning sign from Brown Heath Road

These improvements to Plough Lane junction collectively represent a step change improvement in safety of the junction

APPENDIX 2 - PARISH COUNCIL FINANCE

ORGANISATION	£	Act
Sue Thwaite – Clerk Expenses - January 2023	54.23	LGA 1972 – Sec 112
UPrint Ltd – Toner Cartridges	34.64	LGA 1972 – Sec 112
Microsoft Office 365 monthly subscription (Sue Thwaite)	76.08	LGA 1972 – Sec 112
BHIB Limited – Cyberspace Insurance renewal	370.25	LGA 1972 Sec 140
Bewcraft Signs Ltd – 2 x information signs for Legion Meadow	372.00	Open Spaces Act 1906
Andy Buckley – Gate keys for Allotments	8.00	Small Holding & Allotment Act 1908
Mrs H Woodcock - Tree whips for Allotments	94.20	Small Holding & Allotment Act 1908
Great Boughton Parish Council – Monthly Play Area Inspection	24.00	Open Spaces Act 1906
Red Squirrel Tree Surgery – Tree works at the Allotments	500.00	Small Holding & Allotment Act 1908
Sue Thwaite Clerk – Salary and add hours for February 2023	664.71	
Derek Garner – Village Asst Pay & expenses February 2023	77.12	LGA 1972 – Sec 112
HMRC – PAYE & NICS for February 2023	195.26	LGA 1972 – Sec 2
Christleton Methodist Church – Room Hire March 2023	36.00	LGA 1972 – Sec 111
INCOME: BANK INTEREST 31/01/2023	101.08	
CWAC – Cllr Parker Budget Award scheme	400.00	
Bank Balances – @ 22/03/23		
H/I Account	129,037.03	
Current A/C	100.75	
Dredging A/C	14,095.07	