

Delamere & Oakmere Parish Council

Annual Parish Meeting

**MINUTES OF THE ANNUAL PARISH MEETING OF DELAMERE AND OAKMERE
PARISH COUNCIL HELD ON MONDAY 15TH APRIL 2019 AT 7.15 P.M.
DELAMERE COMMUNITY CENTRE, STATION ROAD, DELAMERE**

Present: Councillors J Edwards, D Rutter, A Bell, C Ball, K MacVicker, T Overland, D Wheeler, C George, A Gore and A Walsh.

Also, present Clerk, Mrs J Monks, Cheshire West and Chester Ward Councillor J Leather, one PCSO and nine members of the public.

Agenda for Annual Parish Meeting

1 Welcome and apologies for absence

The Chairman of the Parish Council, Councillor J Edwards welcomed everyone to the Parish Council meeting. Councillor J Powell was not in attendance.

2 Chairman's Annual report

The Chairman of the Parish Council, Councillor J Edwards gave an annual report as follows;

I've really enjoyed the last 12 months as chair for Delamere and Oakmere parish council, not least because of the amount of times the community has worked together to try and come up with solutions to problems. I thank those who supported the speed watch team, and hope we can take positive actions under next year's chair. I thank also those who campaigned so actively for positive engagement with Tarmac over on Stoneyford Lane. In the background however, I thank all who have taken time out to volunteer as councillors, not least through their commitment to improve the parish. Examples include the planting of 1000 bluebells in various areas, the monitoring and improvement of the walkways in Little Wood and the new fencing around the Waste. By working together, we can ensure Delamere and Oakmere remain amazing places to live and bring up our families. By way of closure, I would also like to thank those councillors who are moving to pastures new. Your work over the years has been truly appreciated.

3 Open discussion

No one wished to raise any issues at this point.

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MINUTES OF THE MONTHLY, PARISH MEETING OF DELAMERE AND OAKMERE PARISH COUNCIL HELD ON MONDAY 15TH APRIL 2019 AT 7.15P.M. DELAMERE COMMUNITY CENTRE, STATION ROAD, DELAMERE

Present: Councillors J Edwards, D Rutter, A Bell, C Ball, K MacVicker, T Overland, D Wheeler, C George, A Gore and A Walsh.

Also, present Clerk, Mrs J Monks, Cheshire West and Chester Ward Councillor J Leather, one PCSO and nine members of the public.

Public Speaking Time

The PCSO addressed the Parish Council and informed the Parish Council that there had been one incident at a Forestry Commission car park which she had attended. The PCSO was trying to do a regular speed watch campaign in Delamere and Oakmere and was requesting volunteers to assist to record vehicle details. Anyone caught speeding was sent a warning letter. The PCSO said she would try to book the enforceable Tru-cam as much as possible in order to target speeding in the area. The clerk was asked to contact the PCSO to receive a monthly updated report.

Several members of the public addressed the Parish Council with regards to the planning applications which had been submitted for Cherry Orchard Farm. The main issues were as follows;

Noise issues, concerns regarding the introduction of pods and the associated noise that this may concern, the siting of the pods and permanent building in a site of open countryside, impact on the flora and fauna and the environmental implications for the SSSI site of Oakmere which is very close by. A member of the public thought that Natural England should be consulted on this matter.

The Parish Council was asked by a member of the public to include reference to the Oakmere Planning Framework document in relation to planning applications.

The applicant of the planning application for Cherry Orchard Farm addressed the Parish Council and offered to answer any questions and if he could not answer the questions his planning consultant would provide the details required. It was made clear that there was no intention of upsetting and disturbing neighbours, noise monitoring equipment had been purchased however permanent noise monitoring devices could not be installed as present there was no permanent building. The applicant stated that there is noise pollution from other venues in the area and sometimes there is no event on at Cherry Orchard Farm and he receives complaints. The applicant stated that the erection of a permanent building would reduce noise pollution and would mean that permanent noise monitoring devices could be installed.

Cheshire West and Chester Ward Councillor J Leather stated that there were three clear issues, planning, noise and licensing. Cheshire West and Chester Ward Councillor J Leather stated that residents may be able to install a noise app on their mobile phones in order to measure and record noise.

1 Welcome and apologies for absence

The Chairman of the Parish Council, Councillor J Edwards welcomed everyone to the Parish Council meeting. Councillor J Powell was not in attendance.

2 Member's Code of Conduct and declarations of interest

None declared.

3 Safety issues around Delamere School

The clerk received a reply dated 25th March 2019 from the Head Teacher at Delamere Academy. The Head Teacher confirmed that responsible parking is an issue that is brought up regularly with parents in weekly newsletter and in order to enforce this the site manager periodically patrols the roads outside the school to supervise parental parking. The Head Teacher confirmed that parking on the opposite side of the A556 is hazardous and they will continue to remind parents to park elsewhere. The Head Teacher stated that they will work with the PCSO, however she was unable to attend the Parish Council meeting.

The clerk was asked to provide a list of Parish Council meeting dates to the Head Teacher and to invite her to attend a meeting.

Cheshire West and Chester Ward Councillor J Leather informed the Parish Council that the Locality Officer at Cheshire West and Chester Council had been working with Kelsall school to look at car parking issues. The clerk was asked to contact the Locality Officer regarding this.

4 Minutes of the last Parish Council meeting

RESOLVED that;

The minutes of the Parish Council meeting of Delamere and Oakmere Parish Council on Monday 18th March 2019 be approved as a correct record.

5 Progress Reports and Outstanding Items

The clerk confirmed that she had contacted the Planning Enforcement Department of Cheshire West and Chester Council and they had logged an official complaint regarding the Court House and they will investigate this matter.

The clerk confirmed that she had contacted the Forestry Commission with regards to fencing on the Oakmere Way. The Forestry Commission on confirmed on 15th April 2019 that they have identified the gaps in the fence and they have passed it onto the relevant team to carry out a review of the fence and look at the areas which are degraded.

The Highways Department of Cheshire West and Chester Council had contacted the clerk regarding the request for the pavements on both sides of Station Road to be improved and widened they confirmed that they has inspected the pavements on both sides however they would not be taking any action as both pavements were classed as safe. Councillor D Rutter also stated that the pavement from Abbey Arms to Delamere school requires attention. The clerk was asked to contact the officer concerned and arrange for a meeting on site to discuss and walk both pavements. A request has been submitted under 4861209.

6 Correspondence

The clerk confirmed that both wards were uncontested as such the following Councillors were duly elected Parish Councillors for Delamere and Oakmere Parish Council;

Delamere Ward; Councillor A Bell, Councillor C George, Councillor A Gore, Councillor D Rutter, Councillor A Walsh and Councillor D Wheeler

Oakmere Ward; Councillor J Edwards and Councillor C Ball. This has left four vacant Oakmere seats.

The clerk asked all the elected Parish Councillors to complete a declaration of interest form and an acceptance of office declaration for their completion.

Councillors T Overland, Councillor K MacKicker and Councillor J Powell confirmed that they would not be continuing as Parish Councillors. They were all thanked for all their work for the Parish Council.

The clerk has received the new employer contribution rates for Cheshire Pension Fund from 1st April 2019 onwards. The contribution rate has increased from 21.3% to 21.8%

The clerk received a letter dated 25th March 2019 from the Street Naming and Numbering Department of Cheshire West and Chester Council regarding the proposed naming of the development at the Former Court and Police Station Chester Road. The proposed name of the development is Old Court Gardens as the development is next to an old courthouse.

The clerk received an invite dated 14th April 2019 for a representative from the Parish Council to attend a buffet supper to celebrate seven years that Rev Elaine has been at Delamere Church at Delamere Community centre on Saturday 15th June 2019.

The clerk has received a letter from the Mid-Cheshire Footpath Society regarding their Annual General Meeting on Thursday 25th April 2019, 7.30pm at Kelsall Methodist Church Hall.

The Chairman of the Parish Council, Councillor J Edwards received a complaint via email on 4th April 2019 regarding Councillor A Bell posting a notification regarding a planning application onto a closed Facebook page which is not an official Parish Council Facebook page or group. Both Councillor A Bell and Councillor J Edward formally apologised to the applicants of Cherry Orchard Farm who were in attendance at the Parish Council meeting. The clerk was asked to draft an official response to this complaint.

Councillor J Edwards reported that the noticeboard at Delamere Stores had been removed and required relocation. The clerk was asked to contact the Marley Tiles site and request a site visit and update for the Parish Council as it may be possible to relocate a noticeboard on this new site.

7 Planning

The clerk noted that if she had any future planning applications which raised concerns/objections that an extension of time for comments would be requested from Cheshire West and Chester Council and would be discussed at the next Parish Council meeting. Otherwise any objection or concern would be submitted as follows; In consultation with members of the Parish Council the following objections have been made.

The Parish Council considered all of the planning applications that had been received up to 15th April 2019.

RESOLVED that;

(a) 19/00754/FUL, Erection of single storey event venue and siting of 20 'pods' and associated Infrastructure, Cherry Orchard Farm Abbey Lane Oakmere. The Parish Council have considered the above planning application and wish to object on the grounds of noise. Local residents have had major problems with noise late into the evening from the existing facilities, and this could well get a lot worse with the new proposal. The Parish Council would like to request that local residents near to the site who have specific needs, (i.e babies/young children, horses etc) be given sufficient notification in advance of any event (including timings) in order for them to take action as required.

The Parish Council considered the comments made under public speaking time by both the members of the public and the applicants of the planning application for Cherry Orchard Farm. The clerk was asked to submit the following further comments to the Planning Department of Cheshire West and Chester Council.

The Parish Council would like to request that a more detailed noise impact assessment be undertaken by the applicants of this planning application, and that a noise management plan be prepared prior to consideration by a Planning Officer rather than after commissioning the building, as the Parish Council is concerned regarding noise pollution for the neighbouring properties in the surrounding area. The noise impact assessment should evaluate the maximum noise levels at relevant times of day and night at ground level and bedroom level at nearby properties, allowing for opening of the doors of the building, and for noise generated by event participants outside the building as well as inside it.

If planning permission is granted the Parish Council would like to request a planning condition that the sound system for events is equipped with a noise-activated switch that would disable the sound system in the event that permitted noise levels are exceeded.

The Parish Council is also concerned regarding possible impacts of the development upon the SSSI site of Oakmere which is very close by. The Council requests that Natural England are consulted on this matter, particularly in relation to avoiding any possibility of water pollution in the mere resulting from the development.

(b) No objections were made to 19/00731/FUL, Siting of a site manager/warden's lodge, Fourways Quarry Chester Road Oakmere.

(c) No objections were made to 19/00672/FUL, Change of use from existing disused garage (Class B1) to residential use (Class C3) with associated elevation changes (Renewal of planning Permission 15/05095/FUL), Crown Barn Farm Road Oakmere.

(d) No objections were made to 19/00831/FUL, Erection of front porch including roof extension to front and other roof alterations, 75 Station Road Delamere.

(e) No objections were made to 19/00855/FUL, Change of use from barn to dwelling, The Barn, Woodland Cottage Racecourse Lane Cotebrook.

(f) No objections were made to 19/01058/S73, Removal of condition 5 of planning permission 06-0766-FUL, Kelsall Lodge Chester Road Delamere.

(g) No objections were made to 19/01013/FUL, Demolition of existing outbuilding and erection of new garage/ store The Old Pale Stoney Lane Delamere.

8 Finance

The clerk reported that the current bank balances were as follows and bank statements showing these amounts were presented and signed by the Chairman.

Bank account balance is £24,596.23 as at 31st March 2019.

(The bank balance amount includes the New Homes Bonus fund)

Total of earmarked funds to date is £1206.83. Earmarked funds as follows;
 £334.00 for contribution for the speed limit reduction for Stoneyford Lane, (subject to plans), resolved to spend in November 2016 minutes.
 £872.83 for Parish Council solicitors fees (Butcher & Barlow) appointed 16th October 2017. (deduced from the New Homes Bonus fund).

New Homes Bonus fund (which is included in the bank balance) is £14509.80.

£1371.00 unpaid cheques. March 2019 income was £155.00 advertising income.

The clerk reported that eight invoices remained unpaid, to the total value of £331.00 and that she had send reminders for payment to all.

RESOLVED that;

the following payments be authorised;

Method	Payee	Particulars of payment	Amount
Standing Order 21 st	Clerk	Salary for April	£361.96
Standing Order 21 st	Cheshire Pension Fund	Employers & employees contribution for April	£130.68
001030	Delamere Community centre	Room hire for Parish Council meeting	£10.00
001031	Clerk	Expenses for April	£132.82
001032	Cheshire Community Action	Annual Subscription	£20.00
001033	Mid-Cheshire Footpath Society	Annual Subscription	£8.00
001034	Neave Creative	Website Hosting	£35.00
001035	Cheshire Association of Local Councils	Annual subscription	£434.88

The clerk asked two authorised signatures to sign two standing order forms in order to amend the standing orders for the clerk's salary and pension contributions to be amended from 21st April 2019 in line with the above payment schedule.

9 Payment for room hire for Delamere Community centre

The clerk would like to request to pay the room hire for Delamere community centre in one payment rather than paying per month. The room hire charge for April has been paid by cheque and signed at the Parish Council meeting. The room hire charge for the rest of the financial year would be £100.00, £10 per month for 10 meetings (May to March 2020.)

RESOLVED that;

Payment could be made in May 2019 for the room hire from May 2019 to March 2020 at the cost of £100.00 for ten meetings.

10 Reconciliation of bank accounts

The banking reconciliation had been circulated by the clerk and was signed and dated by the Chairman of the Parish Council.

11 Earmarking reserves

The bank balance as at 31.03.19 is £24,596.23 less unpaid cheques means correct balance is £23225.23.

RESOLVED that;

The Parish Council has the following future earmarked funds;

Future earmarked funds

Local infrastructure funds	7500.00
Future election costs	500.00
contingency	5000.00
Firth Avenue project	8000.00
Total	21000.00

12 Facebook page

All Parish Councillor were reminded of the Social Media policy and the clerk had circulated additional guidance on Social Media to all Parish Councillors.

RESOLVED that;

The Parish Council would not set up a Parish Council Facebook page.

RESOLVED that;

No planning applications would be posted onto any Social Media site.

13 Update from Cheshire West and Chester Councillors

Cheshire West and Chester Ward Councillor J Leather stated that there was a post-Brexit policy commission which has been set up by Cheshire West and Chester Council to look at the implications for Councils for coming out of the EU. He confirmed that Cheshire West and Chester Council will be able to provide advice and assistance for the Parish Council and for local businesses.

14 Councillor's report and future agenda items

Councillor C Ball reported that he had enquiries regarding the decisions regarding Stoneyford Lane. All residents were asked to contact the clerk regarding this matter as the Parish Council had decided to take no further action on this.

Councillor A Gore reported that a hedge required cutting on Stoney Lane in Delamere. Councillor D Rutter confirmed that no hedge cutting could now take place until September.

Councillor C Ball agreed to put notices at the noticeboard at Hogshead Lane in Oakmere following the resignation of Councillor T Overland.

Councillor D Rutter announced that Mr R Ackerley, who had been a Parish Councillor for some considerable time had passed away. The clerk was asked to send a card expressing the sympathy and concern of the Parish Council.

Councillor D Wheeler confirmed that he had inspected Little Wood and there was no attention needed. The clerk was asked to update the Little Wood rota for the next Parish Council meeting and any new Parish Councillor would be slotted in.

Councillor J Edwards reported that a member of the public had requested that the Parish Council look into the possibility of a pelican crossing for Station Road in Delamere. The clerk was asked to put this as an agenda item for the next Parish Council meeting.

15 Date and time of next meeting

Annual meeting of the Parish Council and next monthly Parish Council meeting is Monday 20th May 2019 at 7.15pm at Delamere Community Centre.

Chairman's signature.....Dated.....