

Delamere & Oakmere Parish Council Meeting

<p>MINUTES OF THE MONTHLY, PARISH MEETING OF DELAMERE AND OAKMERE PARISH COUNCIL HELD ON MONDAY 17th JUNE 2019 AT 7.15P.M. DELAMERE COMMUNITY CENTRE, STATION ROAD, DELAMERE</p>
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Present: Councillors A Bell, D Rutter, D Wheeler, C George, A Gore, J Edwards and A Walsh.

Also, present Clerk, Mrs J Monks, Cheshire West and Chester Ward Councillors J Leather and H Tonge. The Assistant Head Teacher of Delamere Academy and two representatives from Kelsall Neighbourhood Plan and nine members of the public.

Public Speaking Time

A member of the public addressed the Parish Council with regards to a Neighbourhood Plan as they thought it would be a good idea for Delamere and Oakmere. Councillor J Edwards informed the member of the public that the Parish Council was looking into a Neighbourhood plan and members of the Kelsall Neighbourhood Plan were doing a presentation under item 4 of the agenda. Councillor J Edwards also stated that they were looking at setting up a volunteer group to look at the process of a Neighbourhood Plan.

A member of the public stated that they were concerned regarding road safety particularly the speed of traffic on Station Road and reoccurring accidents at the Abbey Arms Junction.

A member of the public asked if the Parish Council could consider requesting the installation of yellow lines on the corner of Stoney Lane and Chester Road to prevent parents parking their cars there.

1 Welcome and apologies for absence

The Chairman of the Parish Council, Councillor A Bell welcomed everyone to the Parish Council meeting.

Councillor C Ball sent his apologies for the meeting, as he was unable to attend due to being on holiday.

2 Member's Code of Conduct and declarations of interest

None declared.

3 Car parking around Delamere School

The Assistant Head Teacher of Delamere Academy School addressed the Parish Council with regards to car parking issues. He informed that the Parish Council that the school take the safeguarding of children of paramount importance and as such it is necessary to lock the school gates during school times.

The Assistant Head Teacher confirmed that the majority of staff parked on the top car park and only a handful of staff (as it was necessary) parked elsewhere. He confirmed that the school was committed to road safety and the safety of children and that the school regularly contacted parents via newsletter and text regarding car parking matters.

Several members of the public stated that the area around the school at pick up/drop off times was a nightmare. The Assistant Head Teacher confirmed that the school will work parents, the police and fire safety team in order to try to alleviate the issues.

4 Neighbourhood Plan

Two representatives from Kelsall Neighbourhood Plan addressed the Parish Council and provided a brief summary of their experience of a Neighbourhood Plan. They confirmed that they did receive grants however, at the end of the project it cost the Parish Council approx. £14,000. Kelsall Neighbourhood Plan took approx. four years to complete. They confirmed that there was initially a big interest however over four years the number of volunteers did decrease significantly. They found that the plan did establish a settlement boundary for Kelsall and had influenced planning decisions especially for the central field in the village.

A resident from Delamere, who was also involved with the Neighbourhood Plan for Utkinton and Cotebrook informed the Parish Council that they were nearly at a final draft version and then it would go out for consultation.

5 Minutes of the last Parish Council meeting

RESOLVED that;

The minutes of the Parish Council meeting of Delamere and Oakmere Parish Council on Monday 20th May 2019 be approved as a correct record and the minutes of the Annual meeting on Monday 20th May 2019 be approved as a correct record.

6 Progress Reports and Outstanding Items

The clerk gave both old laptops to Councillor A Walsh and she will try to get a cost for repair/update.

Councillor D Wheeler met with a representative from the Highways Department on 22nd May 2019 and they stated that there was no issue with the pavement on Station Road.

The clerk had contacted United Utilities regarding the sewerage works at Oakmere. They have confirmed that they are hoping to have completed all the works by 31st May 2019. Decommissioning work will however continue at the pumping station until 21st June 2019.

The clerk received an email dated 22nd May 2019 stating that the Highways Department of Cheshire West and Chester Council will inspect Eddisbury Hill and will make arrangements for any defects to be repaired.

The clerk had contacted the site manager of the Marley Tiles site who confirmed that they will review all the signage to the site boundaries prior to the first occupation, which is likely to be late Autumn 2019.

The clerk had contacted the Business Development Manager of The Hollis on 23rd May 2019 however she had no response. The clerk was asked to chase this up accordingly.

7 Correspondence

The clerk had received an email dated 14th June 2019 from a resident of Station Road regarding the speed of cars. The resident has contacted both the Police and Cheshire West and Chester Council with regards to this matter and requested a copy of the speed survey that the Parish Council paid for. The clerk has replied and sent a copy of the survey to the resident concerned. Councillor J Edwards will contact the resident and ask if they would like to join the Speed Watch team for Station Road.

The clerk had received an email dated 13th June 2019 from Butcher and Barlow Solicitors stating that they may be in a position to complete on the lease for Frith Avenue. They want confirmation from the Parish Council to proceed to complete the lease. The clerk was asked to contact Butcher and Barlow Solicitors and ask them to proceed with the lease. Councillor J Edwards confirmed that he had got some quotes for the land at Frith Avenue and was in the process of obtaining a quote for a path.

8 Planning

The Parish Council considered all of the planning applications that had been received up to 17th June 2019.

RESOLVED that;

(a) No objections were to be made to 19/01506/FUL, Side extension to existing business premises, Firrow House Tarporley Road Oakmere.

(b) No objections were to be made to 19/01514/FUL, Proposed aqua park and wake boarding facilities, Fourways Quarry Chester Road Oakmere.

(c) No comments were to be made on 19/02089/FUL, Conversion of existing garage/storeroom into one dwelling. Highview Yeld Lane Delamere.

The clerk was asked to contact the owner of the Fourways Quarry for an update on the development and to ask for an update with regards to public access to the site.

9 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 £32,062.44 as at 31st May 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.

£123.99 unpaid cheques. June 2019 income was as follows; £173.00 advertising income, £50.00 compensation from NatWest for standing orders error, £10.70 compensation from NatWest for call charges. The clerk has claimed the £10.70 as expenses for June.

RESOLVED that;

the following payments be authorised;

Method of payment	Payee	Particulars of payment	Amount
Standing Order 21 st	Clerk	Salary for June	£361.76
Standing Order 21 st	Cheshire Pension Fund	Employers & employees contribution for June	£130.68
001041	Clerk	Expenses for June	£57.94

10 Annual Governance and Accountability Return 2018/2019

The clerk had contacted the external auditors who confirmed that as the Parish Council came into existence from 1st April 2015 the Parish Council would have to have a full review by the external auditors.

The external auditors have now contacted the clerk to say that the regulations have changed. Either the Parish Council can declare itself exempt from a Limited Assurance Review or have a full review at the cost of £200.00 plus VAT.

RESOLVED that;

The Parish Council declares itself exempt from a Limited Assurance Review and the Financial Responsible Officer and the Chairman sign and date page three of the Certificate of Exemption – AGAR 2018/2019 Part 2.

11 Authorised signatures for banking

The relevant forms were completed at the meeting and Councillor A Bell will take the forms to the NatWest with identification in order to add him onto the bank account.

RESOLVED that;

Councillor A Bell will be come authorised signature for the NatWest bank account.

RESOLVED that;

A banking relationship will be maintained with National Westminster Bank PLC (the bank) in accordance with the mandate and that;

- the individuals identified as Authorised Signatories may, in accordance with the Signing Rules:
- sign cheques and give instructions for Standing Orders, Direct Debits, electronic payments, bankers draft and other payments and other payments on the accounts even if it causes an account to be overdrawn or exceed any limit.
- Sign, accept or endorse bills of exchange

Authorised signatures identified in the Signing Rules for unlimited amounts any, in accordance with the signing rules.;

- Sign agreements for electronic products, including payment systems, and appoint or remove administrators and operators of those electronic products. The Business/Organisation authorizes the administrators and operators to exercise the powers detailed in the terms of each electronic product. These powers may be extensive and include the power to make payments and access information on behalf of the business/organisation, and in case of administrators, the power to appoint and remove other administrators (with the same powers) and operators.
- Any authorized signatory may give other instructions or requests for information to the bank in relation to the accounts; opening accounts with the same signing rules and authorized signatories; closing accounts or other banking services or products.
- The bank may accept instructions that do not have an original written signature provided to the bank is satisfied that the instruction is genuine and subject to any other agreement the bank may require for those instructions.

- The mandate will continue until the customer completes a new mandate/passes a Resolution advising that changes in authority on the account (s)
- The customer agrees to provide the bank with a copy of its constitution and any amendments (s) to the constitution, certified as correct by the Secretary.

12 Stoneyford Lane grass verge

This item was deferred until the Parish Council meeting in July as Councillor C Ball was not present.

13 Highway issues

The clerk had contacted the Highways Department of Cheshire West and Chester Council requesting that they attend a Parish Council meeting. They had stated that there was no one available. Councillor A Bell informed the Parish Council that the number of accidents at the Abbey Arms junction was increasing and residents were concerned regarding road safety at this junction. The clerk was asked to invite the Highways Department of Cheshire West and Chester Council to the Parish Council meeting in September.

Councillor A Gore stated that the debris following the latest crash at the Abbey Arms junction had not been collected. The clerk will report this to Cheshire West and Chester Council for their attention. This has been reported under 4870333.

With regards to the continuing accidents at the Abbey Arms Junction the Highways Department stated that they are currently liaising with Cheshire Constabulary regarding the latest road traffic collision at this junction (Monday 20 May 2019) involving three vehicles. Highway safety measures were implemented at this junction in 2017 in an attempt to reduce injury collisions. As with all locations across the borough, the Council continually monitors collision history of their highway network and will continue to improve and implement cost effective engineering measures for all highway users and will review this junction as part of this function.

The Highways Department of Cheshire West and Chester Council confirmed that the speed limit change for Stoneyford Lane has been designed and is currently with the Contract Delivery Team for programming however, they do not have a start date.

Councillor J Edwards stated that he had contacted Acton Bridge Parish Council with regards to an interactive speed sign. Acton Bridge Parish Council had purchased a sign and that put four posts on the road so that the sign could be moved. The cost of the sign was around £3,000 plus installation. The clerk was asked to put this as an agenda item for the next Parish Council meeting in July.

14 Pelican Crossing for Station Road

The clerk had contacted the Highways Department of Cheshire West and Chester Council with regards to a possible pelican crossing for Station Road in Delamere.

The Highways Department had confirmed that in order to assess whether a pelican crossing or other facility would be justified they would need to carry out a pedestrian crossing assessment. The cost to complete an assessment would be approx. £1,200.00.

RESOLVED that;

No action was taken at this stage regarding a Pelican crossing for Station Road.

15 Licence application for Delamere Station House

The clerk had been notified that Delamere Station House Station House café on Station Road Delamere had applied for an alcohol licence and a licence for the performance of recorded music the deadline for any objections is 20th June 2019.

RESOLVED that;

There was no objection to this licence application.

16 Leaving presents for departing Parish Councillors.

The clerk informed the Parish Council that Katherine McVicker had been a Parish Councillor for approx. 29 years and that Tony Overland had been a Parish Councillor for approx. 15 years following their retirement in May 2019.

RESOLVED that;

The clerk was to arrange for a certificate for both Katherine McVicker and Tony Overland to be provided by Cheshire Association of Local Councils and the clerk was requested to send the certificate with £40.00 of gift vouchers as a thank you for all their service as Parish Councillors.

17 Eddisbury Borehole

The clerk informed the Parish Council that the agreement that Cheshire West and Chester Council to empty the two dog bins at Eddisbury Borehole was due for review. The clerk confirmed that the Parish Council had paid £7.00 per week up to the end of March 2019. The clerk has not received any bill from April 2019.

RESOLVED that;

The Parish Council would continue with the agreement for Cheshire West and Chester Council to empty the two dog bins at the cost of £7.00 per week. The clerk was asked to contact Cheshire West and Chester Council requesting a bill for 2019/2020, in order to make one off payment up to the end of the financial year.

18 Marley Tiles site boundary fencing

This item was discussed and it was agreed that both Councillor D Wheeler and Councillor C Geroge would visit the site for clarification.

19 Advertising space on Parish noticeboards and relocation of noticeboard from Delamere Stores.

The clerk had received an enquiry from a company wishing to advertise their business on the Parish Council noticeboards.

RESOLVED that;

Only official Parish Council notices could be displayed in the noticeboards owned by the Parish Council.

The clerk has received an email dated 3rd June 2019 from the Treasurer of Delamere Community centre requesting that the noticeboard at Delamere Stores be relocated at the Community centre.

RESOLVED that;

The noticeboard could be relocated to Delamere Community centre as requested.

Councillor A Walsh volunteered to put up notices at the Parish Council noticeboards at Delamere Academy school.

20 Oakmere Ward Vacant Seats.

The clerk had circulated a poster and put a copy on the Parish Council noticeboards however no applications had been received.

RESOLVED that;

The advert for the vacant seats could be placed on Facebook. The clerk was asked to email Councillor J Edwards with a link and he would then put this on Facebook.

21 Minerva Arts HLF project

The clerk received an email dated 6th June 2019 from Minerva Arts requesting financial assistance for projects.

RESOLVED that;

Based on the information that Minerva Arts Project have provided to date the Parish Council cannot provide any support or financial assistance. The clerk was asked to send a letter to Minerva Arts accordingly.

22 Update from Cheshire West and Chester Councillors

Cheshire West and Chester Ward Councillor J Leather reported that Cheshire West and Chester Council were looking at the improvements for the A54 and A51. Cheshire West and Chester Councillor J Leather had contacted the Highways Department of Cheshire West and Chester Council who confirmed that there was no scheduled road sign cleaning however, individual signs would be cleaned upon request. Cheshire West and Chester Ward Councillor J Leather stated that he had received complaints regarding cars speeding on Eddisbury Hill and Station Road and the PCSO will attend with the Tru-cam device.

Cheshire West and Chester Ward Councillor H Tonge reported that he was on the committee that was looking into school transport and now that the elections had been completed this committee will restart.

23 Councillor's report and future agenda items

Councillor A Bell had attended the opening of the Crown Farm Discovery centre and thought the facilities were excellent and hoped that the facility would be well used.

Councillor A Bell had attended Rev E Ollman's leaving party at Delamere Community centre and the clerk had been asked to send a thankyou card to her from the Parish Council.

Councillor C George informed the Parish Council that the next edition of the newsletter was due out soon. The newsletter contained articles regarding The Court House in Oakmere and its former use. Councillor C George had undertaken research with The Museum of Policing in Cheshire. Volunteers run the museum and they would like a donation as such the clerk was requested to put this on the agenda for the next Parish Council meeting in July. The clerk confirmed that the newsletter had made a profit in 2018/2019 however, the clerk would confirm the exact figures at the next Parish Council meeting.

Councillor D Rutter asked Cheshire West and Chester Ward Councillor J Leather whether it was possible if a school crossing patrol officer could be employed to assist with children and parents crossing the A556 at school drop off and collection times.

24 Date and time of next meeting

The next Parish Council meeting is Monday 15th July 2019 at 7.15pm at Delamere Community Centre.

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

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Minutes of the monthly Parish meeting of Delamere and Oakmere Parish Council held on Monday 17th June 2019.