

Delamere & Oakmere Parish Council Meeting

MINUTES OF THE MONTHLY, PARISH MEETING OF DELAMERE AND OAKMERE PARISH COUNCIL HELD ON MONDAY 14th OCTOBER 2019 AT 7.15P.M. DELAMERE COMMUNITY CENTRE, STATION ROAD, DELAMERE

Present: Councillors C Ball, D Rutter, A Gore, D Wheeler, C George, J Edwards, S Ralph and R Gilbert-Bratt.

Also, present Clerk, Mrs J Monks, Cheshire West and Chester Ward Councillor J Leather.

1 Welcome and apologies for absence

The Vice-Chairman of the Parish Council, Councillor C George welcomed everyone to the Parish Council meeting. Councillor A Bell sent his apologies for the meeting as he was unable to attend as he was on holiday. Councillor A Walsh sent her apology as she was unable to attend due to work commitments.

Cheshire West and Chester Ward Councillor H Tonge sent his apology as he was unable to attend the meeting.

2 Member's Code of Conduct and declarations of interest

None declared.

3 Public Speaking Time

No members of the public were present.

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 16th September 2019 be approved as a correct record.

5 Progress Reports and Outstanding Items

The clerk reported that a site visit for the Marley Tiles Housing Development was undertaken on 24th September 2019 by Councillor C George who met with the site manager. The site manager confirmed that they hoped to switch off the pumps overnight in three weeks' time however as the site has been excavated below the level of Fir Brook they will have to pump indefinitely on site. The delays on the roundabout were due to legal issues however they will need to put traffic lights on Station Road and close one lane in order to strip off the vegetation before they start on the roundabout.

The Marley Tiles site manager confirmed that they hoped to start work mid-October however it may be delayed until after Christmas. The showhouse is now open and access is from the current site entrance. At this current time there are approx. 100 people on site however this is likely to increase to 130. The first residents are due to take up occupation in April 2020 and the site is due for completion in August 2020.

Several Councillors stated that the grids and drains were blocked on the following roads and the clerk was asked to report these to Cheshire West and Chester Council for their attention. Station Road, Eddisbury Hill, A49 at Sandiway traffic lights, Stable Lane Cotebrook and in front of the Lounge on the A556. The clerk confirmed that she would report these. The reference number is 4883808.

The clerk confirmed that Councillor A Walsh had undertaken the inspections for Little Wood and Frith Avenue and that any issues had been reported. Councillors C George, S Ralph and R Gilbert-Bratt have undertaken the inspections for October and any issues have been reported.

The clerk confirmed that a letter dated 19th September 2019 had been sent to the Cheshire West and Chester Council Scrutiny committee on School Transport and a copy of the letter was sent to the local MP. The clerk had received a response from the MP asking if the Parish Council would like the MP to look into this matter. The clerk was asked to confirm that the Parish Council did require the MP's assistance in this matter.

The clerk received an email dated 10th October 2019 from the Highways Department of Cheshire West and Chester Council regarding an update. They confirmed that they have completed the speed limit assessment for the A556 past Abbey Lane and Police and Highways Officers are happy to support a 40mph speed limit from St Peters Church through to the de-restricted speed limit. Work will start soon on processing the speed limit change, which will be fully funded by Highways from the road safety budget. They also confirmed that the Abbey Arms Junction has been put on a short list to bid for any major capital funding that may become available and they confirmed they have carried out speed monitoring on Shakerley Close in response to concerns. The average speed was 16 mph with no vehicles travelling over 25mph.

The clerk was asked to contact the Highways Department of Cheshire West and Chester Council and ask them if they could consider amending the speed limit from Gresty's Waste car park on the A54, past Delamere Academy on the A556 and make the whole stretch 40mph.

6 Correspondence

Councillor A Bell had received a thank you from the resident for the bluebells which had been ordered and Councillor J Edwards distributed the bluebells for planting at the meeting.

The clerk thanked Councillor A Walsh for organising repairs for the laptop.

The clerk had informed the Highways Department of Cheshire West and Chester Council with regards to the bricks on the verge on the opposite side of Delamere House on Eddisbury Hill. The Highways Department confirmed that they had visited the site and sent a letter to the owner requesting removal within a set time period.

The clerk received an email dated 9th October 2019 regarding the Community Infrastructure Levy payment. As part of the reporting requirements Parish Councils are required to provide a brief report stating how much Community Infrastructure Levy payment they received and what it has been spent on. The Parish Council also has to publish the report on the website. The clerk will return the form accordingly stating that the amount of Community Infrastructure Levy payment received in 2018/2019 was £2367.96 and that this amount has not been spent by the Parish Council and put a copy of this form on the Parish Council's website.

7 Planning

The Parish Council considered all of the planning applications that had been received up to 14th October 2019.

RESOLVED that;

- (a) No comments were to be made to 19/03537/S73, Removal of condition 7 (Permitted Development rights removed) on planning permission 19/02089/FUL, Highview Yeld Lane Delamere. Planning permission 19/02089/FUL was for conversion of existing garage/storeroom into one dwelling.

8 Field at Frith Avenue

The Parish Council had received two proposals for the field at Frith Avenue.

- a) To approve provisional funding of project with conditions to include full/part parish consultation, £4,500 maximum contribution from parish council, and project controlled by parish council sub-committee.

Or

- b) To consider a proposal that a working party of parish councillors be established to:

- i) convene a meeting of residents of Frith Avenue and its immediate vicinity to review the scope of the proposed project

- ii) in the light of the residents' meeting consider whether or not to revise the scope of the project

iii) present a proposal to the November 2019 meeting of the Parish Council giving an outline of the proposed project scope, an estimate of the overall project cost (including initial preparation work, ongoing maintenance, insurance and any other necessary expenditure), and a schedule of proposed future action (including parish-wide consultation prior to a final decision by the council)

RESOLVED that;

The Parish Council would establish a working party of Parish Councillors. Councillors A Gore, J Edwards, A Walsh and C George would be on this working party. Councillor A Bell may also be included if he wishes but he was not in attendance at the Parish Council so this would have to be confirmed.

A residents meeting would be convened in order to review the scope of the proposed project and a proposal would be presented to the Parish Council meeting in November 2019 giving costs and outline of the proposed project scope.

9 Goal posts at Frith Avenue

Councillor A Walsh had undertaken a visit to Frith Avenue on 25th September 2019 and had reported to the clerk that the goal post was rusty and leaning. Councillors S Ralph and R Gilbert-Bratt had examined the goal post in their October inspection and advised that their condition was currently acceptable.

RESOLVED that;

The goal posts at Frith Avenue were to be left on the field in their present condition.

The clerk was requested to ask Cheshire West and Chester Council to remove the damaged goal posts at Little Wood. This has been reported under 4883822.

10 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 £28,516.76 as at 30th September 2019.

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

Total of earmarked funds to date is £5206.83. 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).

£4,000 for Speed indicator Device for Station Road, resolved to spend in July 2019 minutes. New Homes Bonus fund (which is included in the bank balance) is £14509.80. £70.00 unpaid cheques. September 2019 is £44.00 advertising income.

RESOLVED that;

the following payments be authorised;

Method of payment	Payee	Particulars of payment	Amount
Standing Order 21 st	Clerk	Salary for October 2019	£361.96
Standing Order 21 st	Cheshire Pension Fund	Employers & employees' contribution for October 2019	£130.68
001053	Clerk	Expenses for October	£224.46

11 Review of budget and reconciliation of bank accounts.

To receive and approve the review of the budget for 2019/2020 and to note the reconciliation of the bank account as at 30th September 2019.

The clerk had undertaken a full banking reconciliation as at 30th September 2019, this was signed and dated by the Vice-Chairman, Councillor C George.

RESOLVED that;

The banking reconciliation as at 30th September 2019 be accepted and signed by the Vice-Chairman, Councillor C George.

Bank Reconciliation as at 30/09/2019

	30/09/2019
Balance brought forward	£29,892.04
Plus, Receipts	£44.00
Less Payments	-£1,419.28
Balance c/f	<u>£28,516.76</u>

Bank Accounts

NatWest	£28,516.76
	£0.00
	£0.00
Less unpresented cheques	-£70.00
Other adjustments	
	<u>£28,446.76</u>

Income received up to 30/09/2019

Precept	9547.00
Council Tax Reduction scheme grant	133.00
Advertising Income	697.00
Other	60.70
Community Infrastructure levy payment	0.00
Scottish Power	0.00
Net	10437.70
VAT reclaimed	777.50
Total Receipts	11215.20

The clerk had reviewed the budget for 2019/2020, in light of payments throughout the year.

RESOLVED that;

The reviewed budget was noted by the Parish Council and this was signed and dated by the Chairman of the Parish Council. Vice-Chairman, Councillor C George

Payments up to 31/09/2019	Budget 2019/2020	Actual (to date)	Budget Balance
Clerk's salary inc HMRC and Pension	6700.00	3498.24	3201.76
Clerk expenses	600.00	389.12	210.88
Room Hire	110.00	110.00	0.00
Printing of Newsletter	1500.00	387.55	1112.45
Cheshire Assoc of Local Councils subs	450.00	434.88	15.12
Footpath Society subs	8.00	8.00	0.00
Insurance	400.00	415.89	-15.89
External audit fee	250.00	0.00	250.00
Training	250.00	70.00	180.00
Website & email	100.00	58.99	41.01
Contingencies	500.00	0.00	500.00
Payroll Services	170.00	0.00	170.00
Community Engagement	100.00	0.00	100.00
CWAC dog bin charge	400.00	364.00	36.00
Donations	1514.00	0.00	1514.00
Data Protection fee	40.00	40.00	0.00
Cheshire Community Action subs	20.00	20.00	0.00
Election costs	0.00	197.00	-197.00

Earmarked Reserves were as follows;

Local Infrastructure	£7500
Future Elections	£ 500
Contingencies	£5000
Frith Avenue Project	£8000
Total earmarked reserves £21000	

12 Oakmere Ward Vacant Seats

The clerk informed the Parish Council that no applications had been received for the post of Parish Councillor for the two vacant seats.

RESOLVED that;

An advert will be put in the next edition of the Delamere and Oakmere News requesting interested parties to contact the clerk.

13 Neighbourhood Plan

Councillor J Edwards informed the Parish Council that the clerk had notified Cheshire West and Chester Council of the Parish Council's intention to create a Neighbourhood Plan and they had provided a map of the proposed area.

RESOLVED that;

- a) A steering group was formed which would be led by Parish Councillors and Councillors J Edwards, A Bell, C Ball and C George would be on this steering group.
- b) The clerk was asked to invite Cheshire Community Action to the next Parish Council meeting in November in order to give a presentation on Neighbourhood Plans and to provide guidance on the next steps.
- c) Notification of intent will be published in the next edition of the Delamere and Oakmere News. Councillor C George agreed to set up a separate webpage on the website and the clerk will put the plan of the boundary on the website.
- d) A date for a meeting of the steering group and for volunteers would be arranged by Councillor J Edwards.

14 Risk Assessments for Frith Avenue

An updated Risk Assessment Management Policy had been done following the completion of the lease for the land at Frith Avenue. This had been circulated to all Parish Councillors for their attention.

RESOLVED that;

The updated Risk Assessment Management Policy was signed and dated by the Vice-Chairman, Councillor C George and the clerk.

Cheshire Association of Local Councils had stated that the Parish Council may require a tree specialist report.

RESOLVED that;

Following an inspection by Councillors C George, S Ralph and R Gilbert-Bratt a tree specialist report was not required as the trees were not mature enough to present any danger.

15 Speed Limit Amendment for Stoneyford Lane/Gallowsclough Lane.

The clerk had sent a letter dated 26th September 2019 to the Highways Department of Cheshire West and Chester Council with regards to the speed limit amendments which had been undertaken for Stoneyford Lane and Gallowsclough Lane in Oakmere.

The clerk received an email dated 2nd October 2019 from the Highways Department of Cheshire West and Chester Council with a copy of the speed limit assessment for Stoneyford Lane, Cuddington Lane and Gallowsclough Lane which was undertaken on 23rd January 2018. The average speeds recorded were 45.4 mph, 40.2 mph and 18.9 mph respectively. The Highways Department of Cheshire West and Chester Council have also provided a copy of the consultation leaflet which was sent to residents prior to the scheme being formally advertised and they have provided a copy of the notice which was advertised formally on site and in the media.

The clerk had been contacted by a resident regarding speed monitoring devices in Gallowsclough Lane and has advised the member of the public that if he wants to obtain the results of this more recent speed monitoring he can contact the Highways Department of Cheshire West and Chester Council regarding this matter.

RESOLVED that;

The Parish Council accepted that the speed limits had been amended in accordance with the Department of Transport guidelines. The clerk was asked to request an invoice for the amount of £334.00 in order to pay the agreed contribution towards amending the speed limit.

16 Funding requests from Delamere Academy School

The clerk had received an email dated 26th September 2019 from Delamere Academy requesting funding from the Parish Council to make amendments to the school car park.

RESOLVED that;

The Parish Council would not fund alterations to the car park for Delamere Academy School. Funds may be available from the Ward Members budget or from Section 106 monies.

The clerk was asked to draft a letter to be sent to the school regarding this decision.

17 20mph speed limit for Oakmere

The clerk had received an email dated 27th September 2019 from the Highways Department of Cheshire West and Chester Council with regards to the introduction of a 20mph scheme in Oakmere. The proposed speed limits will be advertising from 21st October and the consultation will end on 15th November 2019. Leaflets will be delivered to residents and the Parish Council has been asked if they would like to comment on the proposal.

RESOLVED that;

The proposal was welcomed by the Parish Council and that no comment was to be made.

18 St Peter's Remembrance Stone barrier

a) The clerk had not received a formal request from the Delamere Royal British Legion, as such this could not be considered. The clerk was asked to put this as an agenda item when a formal request had been received.

b) **RESOLVED** that;

A letter of thanks would be sent from the Parish Council to Excel Granite and Marble in Winsford for their work in restoring the memorial stone at Delamere Church.

19 Update from Cheshire West and Chester Councillors

Cheshire West and Chester Ward Councillor J Leather reported where was funds available in the Ward Members budget if the Parish Council or community groups wished to apply for it.

Cheshire West and Chester Ward Councillor J Leather reported that Cheshire West and Chester Council had current consultations regarding the following;

- Homelessness strategy
- Enforcement Policy
- Play Your Part engagement on the Council's next four-year plan, which included rural issues such as school transport.

20 Councillor's report and future agenda items

Councillor D Wheeler asked if the clerk could post the agenda 1st Class in the future as he was not receiving it in time to put it up onto the noticeboard.

Councillor J Edwards, reported that he along with other Parish Councillors had attended the Forestry Commission meeting regarding the development of the site.

Councillor S Ralph reported that she had, along with Councillor R Gilbert-Bratt and Councillor C George undertaken an inspection of Little Wood and wanted to have a similar dog poo bag dispenser installed at Frith Avenue like the one at Little Wood. The clerk was asked to submit a request to Cheshire West and Chester Council. This has been reported to Cheshire West and Chester Council under 4884202.

Councillor D Rutter stated that the lines had been repainted on Abbey Lane outside St Peters Church however there was no right-hand turn space painted on the road for the church. There was however a right-hand turn lane for Abbeywood. The clerk was asked to submit a request to Cheshire West and Chester Highways Department requesting that right hand turn lane be added.

Councillor D Wheeler asked the clerk to contact the landowners regarding a possible permissive path for Station Road Delamere.

It was reported that the gate at Frith Avenue needs attention to the latch. Councillor C George undertook to grease the latch.

21 Date and time of next meeting

The next Parish Council meeting is Monday 18th November 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 14th October 2019.