

Delamere & Oakmere Parish Council Meeting

<p>MINUTES OF THE MONTHLY, PARISH MEETING OF DELAMERE AND OAKMERE PARISH COUNCIL HELD ON MONDAY 17TH SEPTEMBER 2018 AT 7.15P.M. DELAMERE COMMUNITY CENTRE, STATION ROAD, DELAMERE</p>

Present: Councillors J Edwards, A Bell, T Overland, C Ball, J Powell, D Rutter, C George and D Wheeler.

Also, present Clerk, Mrs J Monks, a PCSO and six members of the public.

Public Speaking Time

A member of the public addressed the Parish Council with regards to the grass verges marker posts in Stoneyford Lane and asked for the Parish Council to replace the vandalised posts. Another member of the public addressed the Parish Council with regard to the same issue stating that the installation of the posts had not solved the car parking issues on Stoneyford Lane.

Two members of the public addressed the Parish Council with regards to the 82 bus service from Northwich to Chester. Councillor J Edwards confirmed this was on the agenda and will be discussed by the Parish Council.

Three members of the public addressed the Parish Council with regards to the lack of school transport from Oakmere to Tarporley High School. A member of the public was requested to email details to the clerk and then the clerk would contact Cheshire West and Chester Ward Councillor J Leather and Tarporley High School regarding the matter.

A member of the public addressed the Parish Council with regards to speeding. Councillor J Edwards confirmed that this was on the agenda for discussion by the Parish Council.

1 Welcome and apologies for absence

The Chairman of the Parish Council, Councillor J Edwards welcomed everyone to the Parish Council meeting.

Cheshire West and Chester Ward Councillor J Leather sent his apologies as he was away on holiday and could not attend. Councillor K MacVicker sent her apology, as she was unable to attend due to an operation. Councillor A Gore sent her apology, as she was unable to attend. Councillor G Smith sent his apology, as he was unable to attend as he had visitors.

2 Member's Code of Conduct and declarations of interest

None declared.

3 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 July 2018 be approved as a correct record.

4 Progress Reports and Outstanding Items

The clerk had received confirmation from Cheshire West and Chester Council that they would start emptying the dog bins on Frith Avenue for the Parish Council from week commencing 23rd July 2018. They had confirmed that they would invoice the Parish Council for 36 weeks, up to the last week of March. A reminder would be sent in January to give enough time for all parties to agree to the cost for the next financial year. United Utilities had confirmed that they will approach the previous leaseholder with a view to renewing the lease.

The clerk confirmed that she had ordered new pads and a spare pair of pads for the defibrillator at Delamere Community centre at the cost of £105.60 including VAT and that she would claim this back via expenses. The clerk confirmed that a copy of the invoice had been sent to the site manager of the Marley Tiles site as requested and that Marley Tiles Developer had paid this by bacs directly into the Parish Council's bank account.

The clerk confirmed that she had sent a letter dated 25th July 2018 to the representative from Lane Ends regarding the requests from the Parish Council. A reply had been received dated 7th August 2018 stating the additional lighting at Delamere Station and a footpath were not within the parameters for support for funding and that New Beginnings would not be able to assist with funding for either project.

The clerk had contacted the Highways Department of Cheshire West and Chester Council on 20th July 2018 with regards to an update for the speed limit amendments in and around the Parish. The clerk received a reply to this request on 15th August 2018 stating that the Highways Department of Cheshire West and Chester Council stated that informal consultations will be undertaken with regards to Stoneyford Lane in the next month. The A54 has been completed and the speed limit reduction for Ashton Lane has been advertised and will be completed within the next four to five months.

5 Correspondence

The clerk received an email from Councillor J Inskip stating that he was resigning as a Parish Councillor due to ongoing work commitments. The clerk was asked to notify Cheshire West and Chester Council regarding the vacancy and to arrange for this vacant seat to be advertised.

6 Planning

The Parish Council considered all of the planning applications that had been received up to 17th September 2018.

RESOLVED that;

(a) No objections were made to 18/01210/FUL, Concrete batching plant and attenuation tanks, Crown Sands Quarry Stoneyford Lane Oakmere.

(b) No objections were made to 18/02923/S73, Variation of condition 19 (remediation) on 15/01803/FUL, Fourways Quarry Chester Road Oakmere.

(c) No objections were made to 18/02915/S73, Variation of condition 15 (highway improvement works) on 15/01803/FUL. Fourways Quarry Chester Road Oakmere.

(d) No objections were made to 18/02564/FUL, amended plans, Construct a new garage and driveway and new access, Little Acre 11 Station Road Delamere.

(e) No objections were made to 18/02910/FUL, Two storey rear extension, 18 Frith Avenue Delamere.

(f) No objections were made to 18/03213/FUL, Demolition of existing garage/storeroom and erection of one dwelling, Highview Yeld Lane Delamere.

(g) No objections were made to 18/03175/REM, Approval of reserved matters for erection of one dwelling (Outline Application 17/02875/OUT, Santon Eddisbury Hill Delamere.

(h) No objections were made to 18/03247/FUL, Single storey rear extension, associated alterations and conversion of detached garage. 89 Station Road Delamere.

7 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 £35,778.91 as at 31st July 2018.

Bank account balance is £35,303.66 as at 31st August 2018.

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

Total of earmarked funds to date is £6,762.52. Earmarked funds as follows;

£675.00 earmarked funds for the speed limit contribution for Abbey Lane and Station Road as requested by Cheshire West and Chester Council resolved to spend this in November 2015 minutes.

£334.00 for contribution for the speed limit reduction for Stoneyford Lane, (subject to plans), resolved to spend in November 2016 minutes.

£1,458.00 left for cost of the Forestry Commission legal fees for a 25-year lease on the land at Frith Avenue, resolved to spend this in December 2016 minutes.

(Amount of £1,032.00 paid in March 2017 towards solicitors fees.) (deducted from the New Homes Bonus fund).

£880.00 earmarked funds for the speed limit contribution for A54 Middlewich Road resolved to spend this in February 2017 minutes. (deduced from the New Homes Bonus fund).

£1,122.69 for the contribution for the speed limit reduction for Ashton Lane in Delamere, resolved to spend this in July 2017 minutes. (deduced from the New Homes Bonus fund).

£872.83 for Parish Council solicitors fees (Butcher & Barlow) appointed 16th October 2017. (deduced from the New Homes Bonus fund).

£1,420.00 for verger marker posts along Stoneyford Lane, resolved to spend in March 2018 minutes (deduced from the New Homes Bonus fund).

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

No unpaid cheques. July income was £114.00 advertising income, August income was £155.00 advertising income and £88.00 refund for the defibrillator pads.

RESOLVED that;

the following payments be authorised;

Standing Order 21 st	Clerk	Salary for August	£344.39
Standing Order 21 st	Cheshire Pension Fund	Contribution for August	£122.06
Standing Order 21 st	Clerk	Salary for September	£344.19
Standing Order 21 st	Cheshire Pension Fund	Contribution for September	£122.06
000981	Delamere Community centre	Room hire	£10.00
000982	Clerk	Expenses for August	£178.78
000983	Clerk	Expenses for September	£24.30
000984	Clive George	Solopress for printing Delamere and Oakmere Newsletter	£387.00
000985	Cheshire West and Chester Council	Charge for emptying dog bins	£252.00
000986	Information Commissioners Office	Data Protection fee	£40.00
000987	PKF Littlejohn LLP	External audit fee for 2017/2018 accounts	£240.00
000988	Cheshire West and Chester Council	Installation of grass verges posts along Stoneyford Lane	£1704.00
000989	Clerk	Clerk incorrectly paid 20p by bacs on 2 nd Sept as salary adjustment for Sept	0.20p
000990	HMRC	Quarterly payment	£258.20
000991	HMRC	Quarterly payment	£250.20

The clerk noted that cheque number 000991 is a replacement cheque related to the HMRC payment for January to March 2018 – cheque number 000960 not received. Cheque 000960 was cancelled with the bank on 10.09.18 as a lost cheque (no charge from NatWest for this)

8 Annual return for financial year 2017/2018 for Delamere Parish Council and Oakmere Parish Council

The clerk had received an email dated 10th August 2018 from the External Auditor advising that the Audit has now been completed. The approved Annual Return was returned which included their report as follows;

On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Section 1 and Section 2 of the AGAR is in accordance with proper practices and no matters have come to our attention giving cause for concern that relevant legislation, and regulatory requirements have not been met.

The clerk confirmed that the notice of conclusion of audit and auditor's report had been displayed on the Parish Council noticeboards and a copy of this had been also displayed on the Parish Council's website.

RESOLVED that;

The Annual Return for 2017/2018, including the certificate by the External Auditor be approved and accepted by the Parish Council and that the charge of £240.00 for the external audit was paid.

9 Review of budget and reconciliation of bank accounts.

The clerk had undertaken a full banking reconciliation as at 31st August 2018, this was signed and dated by the Chairman.

RESOLVED that;

The banking reconciliation as at 31st August 2018 be accepted and signed by the Chairman.

The clerk had reviewed the budget for 2018/2019, 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.

Delamere & Oakmere Parish Council updated budget 2018/19

Income

Precept	9069.00
Council Tax reduction scheme grant	266.00
VAT reclaimed for 2017/2018	324.45
advertising income	701.00
refund for defibrillator pads	88.00
Income up to 31.08.18	10448.45
outstanding invoices amount	159.00
scottish power not yet paid	14.00
projected advertising income from Nov & March edition	800.00
Total	11421.45

Expenditure

Clerks salary, pensions & HMRC up to 31.08.18	2590.05
clerk expenses	159.37
Delamere community centre room hire	40.00
Cheshire Ass of Local Councils annual subs	434.88
Footpath society annual subs	8.00
Insurance policy Zurich	399.89
Cheshire Community action annual subs	20.00
printing for D & O newsletter	336.00
Email web hosting	23.99
Training course for Clerk - Cheshire Ass of Local Councils cheque 000967	35.00
cwac charge for emptying dog bins on Frith Avenue	252.00
Expenditure up to 31.08.18	1709.13

Projected payments due

Payments to go out in Sept 2018	4026.98
Clerks salary, pensions & HMRC Oct to March	3303.10
Clerk Expenses	240.00
Room Hire for PC meetings	60.00
Printing of newsletter	774.00
Contingency	500.00
Payroll services	180.00
Community Engagement	100.00
Training	250.00
Donations	1364.00
Earmarked funds for projects already approved	5342.52
total projected future expenditure	16140.60
Total income for 2018/2019	11421.45
Expenditure up to 31.08.18	1709.13
Total projected future income	814.00
Total Projected future expenditure	16140.60

Excess of income over expenditure -5614.28

balance as at 31.03.18 29511.99

less projected excess of income over expenditure 5614.28

Projected end of year balance for 31.03.19 23897.71

Future earmarked funds

Local infrastructure funds 7500.00

Future election costs 500.00

contingency 5000.00

Firth Avenue project 10000.00

Total 23000.00

10 Planting bluebells

Various locations for planting bulbs were discussed and various prices had been provided at the Parish Council meeting.

RESOLVED that;

The clerk was requested to purchase bluebells at the cost of £155.00 for one thousand bulbs.

Councillor A Bell agreed to co-ordinate the planting with some volunteer residents and Parish Councillors.

11 Verger marker posts

The clerk has received an invoice for payment dated 13th August 2018 for £1420.00 plus VAT.

RESOLVED that;

The charge for the installation of the verger marker posts should be paid by the Parish Council.

The clerk informed the Parish Council that the grass verger posts were not insured.

RESOLVED that;

The clerk was requested to insure the grass verger marker posts on Stoneyford Lane.

Six of the grass verger marker posts were vandalised just a couple of days after installation and this had been reported as criminal damage to the Police.

RESOLVED that;

That the six vandalised posts were replaced on a one-off basis.

The clerk was requested to contact the Highways Department of Cheshire West and Chester Council regarding this and ask for a confirmation of price before installation.

12 Plan for land at Frith Avenue

The clerk had received a letter dated 12th September 2018 from the Parish Council's solicitors regarding the lease at Frith Avenue the letter and amended draft lease had been circulated to all Parish Councillors for their attention. The lease has been revised by the Forestry Commission's solicitor.

RESOLVED that;

1. The Parish Council accepts the change to clause 7.5 in relation to prohibition on alterations.
2. The Parish Council accepts the amendments and clauses 8.2.2 and 8.2.5 relating to use.
3. The Parish Council accepts the requests that notices are purely safety notices.
4. The Parish Council accepts the amendment to clause 8.3.3 in relation to the children's play area.
5. The Parish Council accepts the clause in relation to the right to forfeit the lease if insolvency proceedings are taken against the tenant.

The clerk was requested to draft a response for circulation before issuing a reply to the Parish Council's solicitor.

13 Traffic assessment report for the Abbey Arms Junction

The clerk had contacted a company on 20th July 2018 from the recommendations provided, for a quote for an independent traffic assessment report for the Abbey Arms junction.

The clerk was requested to contact two other companies for quotes and to seek advice from Cheshire West and Chester Ward Councillor J Leather on this matter.

14 Traveller Development Plan

The clerk had been requested to put the Traveller Development Plan consultation from Cheshire West and Chester Council on the agenda. The Plan identifies sites to meet the need for Gypsy, Traveller and Travelling Showpersons accommodation in the area. The consultation commenced from 16th July 2018 and closes on 5th October 2018.

The clerk was requested to re-send the details of the consultation to each Parish Councillor.

15 Little Wood Repairs

Councillor J Edwards had obtained a further quote for the repairs to Little Wood. This was £2,000. Councillor T Overland stated that a further quote for the work will be provided by Councillor MacVicker as such the clerk was requested to put this as an agenda item for the next Parish Council meeting.

The clerk had provided copies of brochures regarding prices for benches.

RESOLVED that;

The Parish Council would not purchase a bench at this time for Little Wood as it was not necessary.

16 Power Cuts

Councillor J Edwards informed the Parish Council that residents of Station Road and Frith Avenue had received letters from Scottish Power regarding planned power cuts in order to upgrade the network. The clerk was requested to contact Scottish Power for an update.

17 Bus Service from Northwich to Chester

Cheshire West and Chester Ward Councillor J Leather confirmed that Arriva will be ending the number 82 bus service from Northwich to Chester in October. It was the understanding of the Parish Council that Cheshire West and Chester Council are in the process of looking for another bus operator to run the service.

The clerk was requested to contact Cheshire West and Chester Ward Councillor J Leather and the Transport department of Cheshire West and Chester Council for an update on this matter and to put this as an agenda item for the next Parish Council meeting.

18 Road Safety

Councillor A Bell had been contacted by a number of individuals with regards to road safety along Chester Road in Delamere. The clerk had contacted the local PCSO regarding this matter and he had confirmed that he would submit a request to the Road Policing Team for additional traffic patrols along this stretch of road.

The PCSO addressed the Parish Council and stated that the best way forward is to ask Cheshire West and Chester Highways Department to lay cables on the roads in order to collect data. The results of this data would then be analysed and then the Highways Department may consider traffic calming measures.

The PCSO informed the Parish Council that local residents may be able to join a 'Speed Watch' campaign and the clerk was requested to contact the Highways Department of Cheshire West and Chester Council to request cables to monitor the traffic on both ends of Station Road and Abbey Lane and for the details of how to set up a local 'Speed Watch' campaign for residents to join,

19 Kelsall Medical Centre Wellbeing Hub

The clerk had received an email dated 4th September 2018 regarding from the Chairman of Kelsall Medical Practice Patient Participation Group stating that it was hoped there would be a new medical centre in Kelsall. They also proposed an annexe for a Health & Wellbeing centre.

RESOLVED that;

The Parish Council would support an annexe for a Health & Wellbeing centre in Kelsall.

The clerk was requested to draft a letter for circulation before issuing.

20 Update from Cheshire West and Chester Councillors

None present as Cheshire West and Chester Ward Councillor J Leather was on holiday.

21 Councillor's report and future agenda items

The clerk informed the Parish Council that, along with other parish council clerks, she had received numerous emails from a resident of another parish asking for various and often-repeated requests for the same information, related to a dispute between the resident and Cheshire West and Chester Council. The clerk did not have the information requested and as such the Parish Council were unable to provide the information to the member of the public. As the emails were excessive and persistent for the same information and the clerk and Parish Council did not have the information, the Parish Council judged that the requests were manifestly unfounded and excessive in the context of the Data Protection Act 2018. The council therefore resolved that in accordance with Section 53 (1) (b) of the Act the clerk should not reply to any future requests from the member of public concerned.

Councillor D Rutter informed the Parish Council the footpath on the main road of the A556 was overgrown and was being increasingly narrow and was dangerous for pedestrians. The clerk was requested to contact the Highways Department of Cheshire West and Chester Council requesting that it was cut back. This has been logged under 4844710.

Councillor A Bell informed the Parish Council that the ivy on the lamppost at Delamere Station had been trimmed by Cheshire West and Chester Council however it did require further trimming. The clerk was asked to submit a further request to Cheshire West and Chester Council. This has been logged under 4844712.

Councillor A Bell informed the Parish Council that a ticket machine would be installed shortly at Delamere Station.

Councillor D Wheeler asked the clerk to contact the landowners regarding a permissive path between Station Road and the Marley Tiles housing development.

Councillor C George confirmed that he would contact the architect of the Court Houses for an update on the work at this site.

Councillor J Powell requested that the clerk contact the Highways Department of Cheshire West and Chester Council for an update on the road closures for Stoneyford Lane as the planned closure did not occur.

Councillor T Overland reported that he was concerned about the quality and colour of the water in Stoneyford Brook in Oakmere. The clerk was requested to contact the Environmental Agency regarding this matter for their investigation. This has been logged under incident number 1652586.

Councillor D Rutter confirmed that work had commenced on the Fourways site and asked the clerk to contact the owner in order to arrange a visit for the Parish Council.

Councillor J Powell informed the Parish Council that United Utilities had left a sign damaged and vandalised on the Whitegate Way. The clerk was requested to contact United Utilities regarding this matter.

22 Date and time of next meeting

The next Parish Council meeting is Monday 15th October 2018 at 7.15pm at Delamere Community Centre.

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

Page 335

Minutes of the monthly Parish meeting of Delamere and Oakmere Parish Council held on Monday 17th September 2018.