

Delamere & Oakmere Parish Council Meeting

MINUTES OF THE MONTHLY PARISH MEETING OF DELAMERE AND OAKMERE PARISH COUNCIL HELD ON MONDAY 14TH DECEMBER 2020 AT 7PM

Present: Councillors A Bell, A Walsh, J Edwards, J Taylor, D Rutter, R Gilbert-Bratt and S Ralph (until 7.45pm) and Cheshire West and Chester Ward Councillor J Leather.

Also, present Clerk, Mrs J Monks and one member of the public.

1 Welcome and apologies for absence

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

Councillor A Gore and Councillor D Wheeler had sent their apologies for the meeting. The clerk noted that Councillor A Gore had sent her apologies with concerns regarding agenda item 14, the Pale Heights Project and agenda item 15, the Community Speed Watch Funding request. The clerk had circulated the email dated 4th December with this information to all Parish Councillors for their attention.

2 Member's Code of Conduct and declarations of interest

None declared.

3 Public Speaking Time

A member of the public addressed the Parish Council with regards to the proposal for a project on Pale Heights in Delamere. The proposal, which had been circulated prior to the Parish Council meeting was for the installation of two information boards and the resident concerned will contact the landowners regarding clearance of the site. The approximate cost of the information boards would be £3,000 which could be part funded by the Parish Council and funding for elsewhere could be applied for.

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 November 2020 be approved as a correct record.

5 Progress Reports and Outstanding Items

The clerk confirmed that a letter has been sent to both the Forestry Commission and Highways Department of Cheshire West and Chester Council on 25th November 2020 regarding the parking issue on Ashton Road and both parties had responded to this matter. The Highways Dept had stated that the situation would improve when the Covid-19 lockdown expired and that they will continue to monitor the situation. The Forestry Commission had also responded saying that they could not take any action on the matter.

The clerk also has contacted the new PCSO regarding this matter. The PCSO had responded in an email dated 18th November 2020 and had confirmed that he was aware of this ongoing issue and that they are visiting Delamere on a regular basis with a speed gun. With regards to the car parking there was an issue as there are no parking restrictions on the road as such, they can only patrol the roads regularly and cannot issue fixed penalty notices.

Councillor D Rutter reported that the new overspill car park was not open, and this was making the situation worse. The clerk was asked to contact the Forestry Commission and ask if they could open this overspill car park particularly at the weekends to alleviate the parking issues.

6 Correspondence

None.

7 Planning

The Parish Council considered all of the planning applications that had been received up to 14th December 2020.

RESOLVED that;

- (a) No objections were to be made to 20/04333/TPO, Various works on various trees, including felling. See application form for full description of tree works. Oakmere Hall Chester Road Oakmere.
- (b) No objections were to be made for 20/04035/FUL, Erection of a mixed-use stable and agricultural building, Organsdale Farm Middlewich Road 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 £21,904.92 as at 30th November 2020.

Unpaid cheque is £40.00. Income £14.58 Scottish Power and £235.00 advertising income.

Earmarked funds as follows;

£2,000 for Frith Avenue project, resolved to spend in November 2019 minutes.

RESOLVED that;

the following payments be authorised;

Method of payment	Payee	Particulars of payment	Amount
Standing Order 21 st	Clerk	Salary for December	£379.29
Standing Order 21 st	Cheshire Pension Fund	Employers & employees' contribution for December	£140.97
001096	Clerk	Expenses for December	£27.00
001097	Cancelled with NatWest on 1 st December 2020		
001098	Clive George	Reimbursement for payment of printing costs for newsletter.	£327.04
001099	HMRC	Quarterly Payment	£277.00

9 Interactive speed sign

Councillor J Edwards provided an update regarding the interactive speed sign on Station Road Delamere. Councillor J Edwards will send the report to the PCSO for their attention.

The cost of the speed sign has been taken from the New Homes Fund/Community Infrastructure Levy with a £1,000 grant from the Ward Members budget.

Councillor J Edwards has found previous correspondence dated 18th December 2018 which stated that Lane End may fund up to 50% of the cost. The clerk has also noted that in the minutes of the Parish Council meeting dated February 2019 this states that they would contribute £950.00 towards the cost.

RESOLVED that;

The clerk should contact Lane End and ask for a contribution towards the cost of the speed sign as previously agreed.

When the funds are received the clerk will notify the Localities Officer at Cheshire West and Chester Council as this may affect the £1,000 grant which the Parish Council received from the Ward Members budget.

10 Grit bins

The clerk confirmed that the formal advertising period for the Highways Department of Cheshire West and Chester Council will finish on 17th December 2020 and the licences will be issued to the clerk if there are no objections.

Three quotes had been obtained.

RESOLVED that;

Three yellow 115 litre grit bins with scoops with grit be purchased at the cost of £305.09 plus VAT from Reece Safety Products Ltd.

The clerk will ask them to be delivered to Councillor D Rutter's home address. The clerk will also add them onto the asset register. As the Parish Council has a £100 excess on their insurance policy they will not be insured.

11 Three Parish Councillor Vacancies

The clerk had confirmed that she had notified Cheshire West and Chester Council regarding the vacant seat following the resignation of Councillor C Ball. They had confirmed that the Parish Council could go ahead and co-opt.

The Parish Council has now three vacant seats, two in the Oakmere ward and one in the Delamere ward.

RESOLVED that;

The clerk will put an advert on the Parish Council website in order to advertise the vacant seats and Councillor J Edwards will post this onto Facebook.

12 Hogsheads Lane notice board

Councillor C Ball was responsible for putting up the agenda onto the noticeboard at Hogshead Head.

The clerk was asked to contact Councillor A Gore to see if it would be possible for her to put the agenda up on the noticeboard at Hogshead Lane.

13 Forest parking and congestion

The clerk had received an email dated 22nd November 2020 from a resident regarding Delamere Forest parking and congestion.

RESOLVED that;

The Parish Council had already contacted the PCSO, Highways Department of Cheshire West and Chester Council and the Forestry Commission regarding parking issues around the forest.

The issue on Station Road and Frith Avenue has improved following the removal of the traffic lights and there had been a noticeable reduction in the amount of cars parking following the re-opening of the shops and pubs/restaurants. The Parish Council agreed to continue to monitor the situation and the clerk was requested to put this as an agenda item for the January Parish Council meeting.

14 Pale Heights Project

The proposal for the Pale Heights Project, the installation of two information boards were considered by the Parish Council.

RESOLVED that;

The Parish Council would look at possible sources of funding for the installation of two information boards.

The clerk was asked to investigate possible sources of funding and she will contact both Cheshire Community Action and Cheshire Association of Local Councils.

15 Community Speed Watch Funding request

The new PCSO had contacted the clerk on 25th November 2020 regarding a request for funding for a community speed watch campaign.

RESOLVED that;

As the Parish Council had recently installed an interactive speed sign on Station Road it would not be possible to match fund a community speed watch campaign.

The clerk was asked to contact the PCSO and to request speed enforcement is undertaken around Delamere school at drop off and pick-up times.

The clerk noted that Councillor S Ralph left the meeting at 7.45pm.

Councillor D Rutter asked the clerk to contact the Highways Department of Cheshire West and Chester Council regarding a request to reduce the speed limit to 40mph from Delamere school to J&S Accessories on Chester Road in Delamere.

16 Footpath into Delamere Forest from Station Road

Councillor J Edwards reported that the newly installed footpath is not DDA compliant, that the Forestry Commission have removed essential lighting without any consultation, and this must be replaced immediately, and that large signage had been installed without planning permission.

RESOLVED that;

The clerk was requested to draft a letter to Forest England regarding the above.

Councillor J Edwards informed the Parish Council that it was the responsibility of Go Ape to maintain the footpath along the caravan park to the Whitegate car park. The clerk was requested to contact the manager of Go Ape to request that this path is maintained.

17 Railway Bridge at Delamere Station

The clerk reported that the Highways Department of Cheshire West and Chester Council had confirmed in an email dated 3rd December 2020 that the footpath works were currently underway. They have confirmed that once the works that fall as the responsibility of the Delamere Park Visitor Centre are completed, the remaining length of footway will be completed by the developer who has recently constructed the roundabout. All the work is included within existing planning permissions, so no further permissions are required works.

Councillor J Edwards informed the Parish Council that he wants a standalone pedestrian bridge across the railway at Delamere Station in addition to the above works. Councillor J Edwards would investigate costs for an additional standalone pedestrian bridge.

18 Payroll Services

The clerk confirmed that the £100 penalty fine from Cheshire Pension Fund had been paid by the Parish Council. A letter and invoice for £100.00 dated 24th November 2020 has been sent to Changing Lives. Cheshire Pension Fund have since waived the £100 penalty fine and the clerk has cancelled the cheque number 001097 with the NatWest.

The clerk had been researching payroll providers that can process contributions for Cheshire Pension Fund. David Shires Accountants in Cheshire have been recommended by another clerk and they have confirmed that they can process the EMP file and CSV file for Cheshire Pension Fund. The annual cost will be £114.00 plus VAT.

RESOLVED that;

The Parish Council appoint David Shires Accountant as the new payroll provider from January 2021.

The clerk will contact Changing Lives and ask them to transfer all information required to this new payroll provider.

19 Update from Cheshire West and Chester Councillors

Cheshire West and Chester Ward Councillor J Leather reported that all Cheshire West and Chester Council staff were currently still working from home and that all meetings were now online. Cheshire West and Chester Ward Councillor J Leather reported that there had been a notable decrease in the number of Covid-19 related issues.

Councillor D Rutter asked Cheshire West and Chester Ward Councillor J Leather regarding free car parking in Chester. Cheshire West and Chester Ward Councillor J Leather reported that there was no free car parking and all the car parking charges remained.

20 Councillor's report and future agenda items

Councillor D Rutter asked if the clerk could contact the Highways Department of Cheshire West and Chester Council to regarding the footpath from Rectory Farm to the school on Chester Road. The clerk has reported this under SS284172277.

Councillor A Bell had received a request from a resident to plant some wildflower seeds on the field at Frith Avenue. Councillor J Edwards said the location of this planting would have to be considered to be in line with the current plans for the field.

The clerk reported that the Parish Council will have to set the budget and precept for 2021/2022 at the next Parish Council meeting in January.

21 Date and time of next meeting

The next Parish Council meeting is Monday 18th January 2021 at 7pm.

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