

# **Delamere & Oakmere Parish Council Meeting**

## **MINUTES OF THE MONTHLY PARISH MEETING OF DELAMERE AND OAKMERE PARISH COUNCIL HELD ON MONDAY 15<sup>th</sup> MARCH 2021 AT 7PM**

Present: Councillors A Bell, A Walsh, J Edwards, D Rutter, R Gilbert-Bratt, A Gore S Ralph, Councillor F Goodier.

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

### **1 Welcome and apologies for absence**

The Chairman of the Parish Council, Councillor A Bell welcomed everyone to the Parish Council meeting. Cheshire West and Chester Ward Councillor H Tonge sent his apology as he was attending another meeting. Councillor S Addiscott sent her apology for the meeting.

### **2 Member's Code of Conduct and declarations of interest**

None declared.

### **3 Public Speaking Time**

Three members of the public addressed the Parish Council with regards to ongoing issues on Stoneyford Lane. Stoneyford Lane was being used by visitors to access the Oakmere Way and Delamere Forest and to avoid car parking charges. As such the road was becoming increasingly dangerous as it was blocked on an ongoing basis by cars at the side of the road. There was also an increasing amount of litter which has been routinely cleared by residents and fly-tipping has been removed by Tarmac. There has been numerous incident of theft and damage to fences. The residents asked the Parish Council to request the installation of double yellow lines from the Highways Department of Cheshire West and Chester Council and for the PCSO to increase patrols of the area and undertake a speed watch campaign on the road.

Councillor J Edwards asked the members of the public if any residents parked on the road. They confirmed that no residents park on the road as all had ample parking on their driveways.

#### **4 Car Parking issues Stoneyford Lane**

**RESOLVED** that;

The Parish Council would ask the Highways Department for the installation of double yellow lines on Stoneyford Lane.

The clerk was asked to contact the Highways Department and request that the Police and Tarmac support the proposal for double yellow lines for Stoneyford Lane.

#### **5 Minutes of the last Parish Council meetings**

**RESOLVED** that;

The minutes of the Parish Council meeting of Delamere and Oakmere Parish Council on Monday 18<sup>th</sup> January 2021 be approved as a correct record.

**RESOLVED** that;

The minutes of the Parish Council meeting of Delamere and Oakmere Parish Council on Monday 8<sup>th</sup> February 2021 be approved as a correct record.

#### **6 Progress Reports and Outstanding Items**

The clerk confirmed that she had emailed and posted the declaration of interest form and acceptance of office form to Councillor S Addiscott however neither form had been completed or returned. The clerk will contact Councillor S Addiscott regarding this as the forms need to be completed and returned as soon as possible.

The clerk confirmed that she had emailed the Recreation Operations Manager of Forestry England on 9<sup>th</sup> February 2021 requesting that they or a representative attend a Parish Council meeting. The clerk had received no response to this request. The clerk was asked to chase this up.

The clerk confirmed that letters, along with the two access disability reports had been sent to the Forestry Commission, the Department of Transport and to the Public Rights of Way Officer at Cheshire West and Chester Council.

The clerk confirmed that there had been a further meeting on 25<sup>th</sup> February 2021 with the Forestry Commission, Police and Highways department of Cheshire West and Chester regarding ongoing car parking issues.

The clerk confirmed that a resident had volunteered to put up notices on the Hogshead Lane noticeboard and the clerk had sent them the key.

## **7 Correspondence**

The clerk had received a thank you letter dated 23<sup>rd</sup> February 2021 from Tarporley Hospital for the donation from the Parish Council.

The clerk had received a thank you email dated 3<sup>rd</sup> March 2021 from the Oakmere cricket club for the donation from the Parish Council.

The clerk had received a thank you letter dated 3<sup>rd</sup> March 2021 from Oakmere Methodist Church for the donation.

The clerk had received a thank you letter dated 10<sup>th</sup> March 2021 from NW Air Ambulance.

The clerk had received a query regarding the use of land on Overdale Lane in Oakmere from a resident. No planning permission had been submitted however there was no building work which had commenced on site and as such no action could be taken at this stage.

## **8 Planning**

The Parish Council considered all of the planning applications that had been received up to 15<sup>th</sup> March 2021.

**RESOLVED** that;

- (a) No objections were made to 21/00257/FUL, Demolition of existing outbuilding, erection of garden room. 103 Station Road Delamere CW8 2HZ.
- (b) No objections were made to 21/00340/FUL, two storey extension linking redundant outbuilding to main dwelling and erection of detached garage, Yeld Croft Forest Gate Lane Kelsall.

## **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 £18,913.04 as at 28<sup>th</sup> February 2021

Unpaid cheques £144.00. £15 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 <sup>st</sup>	Clerk	Salary for March	£386.96
Standing Order 21 <sup>st</sup>	Cheshire Pension Fund	Employers & employees' contribution for March	£143.86
001111	Destroyed		
001112	Tarporley Hospital (reissued cheque as per below)	Grant/donation	£200.00
001113	Shires Accountants Ltd	Payroll processing charge and set up fee	£96.00
001114	Clive George	Printing costs for newsletter	£344.73
001115	HMRC	Quarterly payment	£288.40
001116	Clerk	Expenses for March	£33.68
001117	Clerk	Hosting Fee for Emails paid by visa by clerk	£23.99

The clerk had been contacted by Tarporley Hospital who had stated that they has received the donation letter, but no cheque had been enclosed as such the clerk has cancelled cheque number 001107 and the cheque had been reissued as cheque 001112.

## 10 Appointment of internal auditor

**RESOLVED** that;

Mr M Garnett, who has effectively undertaken the internal audit previously, be appointed to undertake the Annual Internal Audit for Delamere and Oakmere Parish Council for 2020/2021 in accordance with the requirements of the Annual Return.

## **11 Grit bin and salt**

The clerk confirmed that she had contacted the Highways Department of Cheshire West and Chester Council regarding the positioning of an additional grit bin on Flaxmere Way. The proposed site was however unadopted as such there was no need for a licence or advert as it is not under Highway's jurisdiction/control. The Highways Department of Cheshire West and Chester Council did however advise liaising with the residents on Flaxmere Way.

The clerk had also asked the Highways Department of Cheshire West and Chester Council with regards to an additional grit bin for Chrimes Drive. They confirmed that Chrimes Drive is unadopted and as such it is outside of their jurisdiction. They confirmed as there was a grit bin at Waste Lane/A556 they stated that they viewed this as sufficient, and they would not wish to see further grit bins added to area.

The clerk was asked to put this as an agenda item for July for further consideration at this time.

## **12 Little Wood/Bowyers Waste**

The clerk was informed that it had been alleged that a resident was cutting down trees for use as timber for a domestic log burner. The clerk has reported the matter to the PCSO and to the Police for their investigation. The reference number of the log of the report is SD-6925-21-0707-00. The local PCSO said he would patrol the area. Councillor D Rutter confirmed that he had visited Little Wood and could not find any evidence that any trees had been cut down. The area was waterlogged but no more than usual.

Concern was expressed regarding the condition of the boardwalk and the clerk was requested to contact the Greenspace Team at Cheshire West and Chester Council regarding this.

## **13 Newsletter**

The editor of the newsletter had confirmed that the printing costs of the newsletter were £344.73.

**RESOLVED** that;

The amount of £344.73 was to be paid for the printing of the Delamere and Oakmere newsletter.

The clerk was asked regarding profit and loss for the newsletter, and she will put this as an agenda item for the next Parish Council meeting.

#### **14 Cheshire West and Chester Council Waste Consultation Process**

Cheshire West and Chester Council were consulting residents regarding potential changes to the waste collection service. The closing date of the consultation was 18<sup>th</sup> March. Details of the consultation had been posted on local Social Media pages and this had been included in the newsletter which was posted to each resident of the Parish.

Cheshire West and Chester Ward Councillor J Leather confirmed that Cheshire West and Chester Council had received a good response from the consultation.

#### **15 Information Booklet**

Councillor A Bell reported that the Parish Council produced a information booklet in 2017. The printing costs for this booklet were £324.00 which was made on 13<sup>th</sup> March 2017.

The clerk informed the Parish Council that written consent would be required in order to reproduce the booklet in any format.

Councillor F Goodier expressed concern regarding producing a printed version of the booklet due to costs and environmental issues.

**RESOLVED** that;

Councillor A Bell will look at producing a version of the booklet so it can be uploaded to the website and contact the relevant people for permission for their details to be included in the update website edition.

#### **16 Speed reduction for Chester Road Delamere**

Following the Parish Council meeting in February 2021, the clerk had contacted both Cheshire West and Chester Ward Councillors J Leather and H Tonge regarding a contribution from the Ward Members budget for the speed reduction contribution for Chester Road. They were able to commit £500 (£250 each) from the current budget year.

**RESOLVED** that;

The Parish Council would fund £1,000

Cheshire West and Chester Ward Councillors £500 out of the financial year 2020/2021 Member budget. The remaining £500 would be funded by the Ward Councillors budget for 2021/2022 or if these funds were not available the Parish Council would fund the extra £500.00.

The funding arrangements were however dependant upon the agreement to extend the speed limit change before the school.

Now that the funding arrangements are in place, the clerk will notify the Highways Department of Cheshire West and Chester Council accordingly and she will then ask them for a full breakdown of the cost.

**17 Lake/small pond at land at Frith Avenue.**

The clerk had received an email from a resident dated 11<sup>th</sup> February 2021 for a small pool to be considered for the Frith Avenue project.

**RESOLVED** that;

Due to numerous concerns regarding a small pool and cost this could not be considered for the Frith Avenue project.

Councillor A Bell will liaise with Councillor J Edwards regarding the planting of wildflower seeds on the field at Frith Avenue.

**18 Neighbourhood Plan**

Councillor Edwards had circulated an email regarding a tool that could be useful in terms of information gathering and design review for the Neighbourhood Plan. The cost of the Commonplace software was £2,000 for a one-year licence.

**19 Interactive speed sign on Station Road**

Councillor J Edwards confirmed that he had downloaded data from the interactive speed sign on Station Road for January and February and has provide an analysis of the data which has been circulated to all the Parish Councillors. The clerk has sent a copy of the data to the PCSO for his attention. Councillor J Edwards will liaise with Councillor A Walsh regarding downloading data.

**20 Pump at Marley Tiles/Earlsbrook site**

Councillor F Goodier has received complaints from residents regarding the ongoing noise of the pump at Lane End. However, Councillor F Goodier had contacted the site manager and for the time being the noise had been reduced and there had been a notable improvement.

Councillor A Bell asked the clerk to contact the site developers at Marley Tiles/Earlsbrook site for an update.

**21 Old Pale Heights**

The clerk had arranged for the Asset Manager for United Utilities to meet Councillor D Rutter on site at Old Pale Heights on 4<sup>th</sup> March 2021. Councillor D Rutter met with a representative from United Utilities and they confirmed that they will clear the area at no cost. The small tower will remain on the land and they are happy for a couple of signs to be displayed regarding the marker. United Utilities will contact the Parish Council again when the work has been completed.

It was noted that some members of the public had been gathering on site. The Police however were aware of this issue.

## **22 Purchase of a laptop for the clerk**

The clerk informed the Parish Council that she required a new laptop as the current one was no longer fit for use.

The Parish Council owned two laptops, one is eleven years old and does not switch on at all. This was looked by a resident last year and could not be repaired.

The other laptop was updated by a resident approx. twelve months ago, however as this is now eight years old it is now unusable.

**RESOLVED** that;

The amount of up to £500.00 be approved for the purchase of a new laptop. In addition to this Office would be purchased at up to £100 for a one-year licence.

## **23 Update from Cheshire West and Chester Councillors**

Cheshire West and Chester Ward Councillor J Leather reported that there was ongoing pressure on the services of Cheshire West and Chester Council which had led to redeployment and relocation of some key staff mainly due the recent flooding and ongoing Covid-19.

Cheshire West and Chester Ward Councillor J Leather reported that there was a consultation regarding potential rural transport and potential new routes.

Cheshire West and Chester Council J Leather reported that Council Tax bills had now been issued and census forms now should be sent to households.

Discussions with Highways and the Forestry Commission were ongoing in order to try and resolve parking issues. The Forestry Commission all volunteer groups who had undertaken litter picking in the forest had been temporarily suspended due to Covid.

## **24 Councillor's report and future agenda item**

Councillor A Bell confirmed that the wheelie bin at Delamere Station had now been removed and that the station was now being cleaned on a regular basis.

Councillor A Gore reported that there was noise from quad bikes that could be heard from Eddisbury Hill, the bikes however have been driven on privately owned land.

Councillor A Gore asked Cheshire West and Chester Ward Councillor J Leather when a face-to-face meeting onsite with the Highways Department of Cheshire West and Chester Council would be possible as she was unhappy with the state of the roads, especially Eddisbury Hill. Cheshire West and Chester Ward Councillor J Leather stated that a zoom meeting could be arranged via Cheshire West and Chester Ward Councillor H Tonge.

**25 Date and time of next meeting**

Annual Parish Meeting and the next Parish Council meeting is Monday 19<sup>th</sup> April 2021 at 7pm.

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

Page 578

Minutes of the monthly Parish meeting of Delamere and Oakmere Parish Council held on Monday 15<sup>th</sup> March 2021.