

# **Delamere & Oakmere Parish Council Meeting**

## **MINUTES OF THE PARISH COUNCIL MEETING OF DELAMERE AND OAKMERE PARISH COUNCIL HELD ON MONDAY 16<sup>TH</sup> JANUARY 2023 AT 7PM**

Present: Councillor A Bell, Councillor F Goodier, Councillor M Shaw, Councillor R Gilbert-Bratt, Councillor J Edwards, Councillor G Hudson, Councillor J Ralph, Councillor D Rutter and Councillor D Wheeler.

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

### **Part 1, items to be considered in the presence of the press and public**

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

Councillor A Bell welcomed everyone to the Parish Council meeting. Cheshire West and Chester Ward Councillor H Tonge sent his apologies for the meeting.

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

Councillor D Rutter declared an interest in relation to the grant/donation for Delamere Community centre as he was on the committee.

Councillor J Edwards declared an interest in relation to the grant/donation for Northwest Air Ambulance as he was a volunteer.

#### **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 12<sup>th</sup> December 2022 were approved.

#### **5 Progress Reports and Outstanding Items**

The clerk confirmed that the payment of £450 had been made to the Parish Council from the Ward Members budget for compost and wildflowers.

The clerk confirmed she would invite the new PCSO to the next Parish Council meeting in February.

A representative from United Utilities has confirmed they will attend the next Parish Council meeting in February to provide an update for the Parish Council.

## **6 Planning**

The planning applications that had been received up to Monday 16<sup>th</sup> January 2023 were considered;

**RESOLVED** that;

- (a) No objections were made to 22/04502/FUL, Erection of 1m high wall with an intergrated planter between 2 pillars and an additional 3rd pillar that the proposed electric gate will close to (Retrospective), 1 Hatchmere Cottages Ashton Road Norley.
- (b) No objections were made to 22/04228/FUL, Two storey rear extension and single storey rear extension. New detached garage, Dairy House Farm Chester Road Oakmere.

## **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 Chair.

Bank account balance is £22,478.93 as at 31<sup>st</sup> December 2022.

Income £450.00 Ward Members budget.

**RESOLVED** that;

the following payments be authorised;

Joanne Monks	Clerk Expenses for Jan	32.30
Joanne Monks	Salary for Jan	425.94
Cheshire Pension Fund	Pension contributions Jan	158.37

## **8 Reconciliation of bank accounts**

**RESOLVED** that;

Bank account balance is £22,478.93 as at 31<sup>st</sup> December 2022.

## 10 Budget review for 2022/2023

<b>Payments</b>	<b>Budget 2022/23</b>	<b>Actual (to 31.12.22)</b>	<b>Budget Balance</b>
Clerk's salary inc HMRC and Pension	7700	6665.39	1034.61
Clerk expenses	600	419.21	180.79
Room Hire	110	122.00	-12.00
Printing of Newsletter	1500	761.49	738.51
Cheshire Assoc of Local Councils subs	0	0.00	0.00
Footpath Society subs	8	8.00	0.00
Insurance	450	403.56	46.44
Frith Avenue Maintenance	0	0.00	0.00
Training	250	110.00	140.00
Website & email	100	111.58	-11.58
Contingencies	500	189.57	310.43
Payroll Services	200	114.00	86.00
Community Engagement	100	0.00	100.00
CWAC dog bin charge	400	364.00	36.00
Donations	1514	355.00	1159.00
Data Protection fee	40	40.00	0.00
Cheshire Community Action subs	20	20.00	0.00
Election costs		0.00	0.00
Local Infrastructure (ER)	1500	0.00	1500.00
Future Elections (ER)		0.00	0.00
Contingencies (ER)	1500.00	865.71	634.29
Frith Avenue project (ER)	2500.00	645.00	1855.00
New Homes Bonus Fund (ER)	13285.59	0.00	13285.59
Stoneyford Lane yellow lines (ER)	1500.00	1500.00	0.00
Community Infrastructure Levy (ER)	1522.5	0.00	1522.50
Unpresented cheques at end year (ER)		0.00	0.00
Speed limit reduction Chester Rd (ER)		0.00	0.00
Net Payments	35300.09	12694.51	22605.58
VAT		378.39	
Total Payments (excluding ear marked reserves)		13072.90	
Total Payments (including ear marked reserves)		13072.90	

The clerk noted that the budget for room hire was overspent by £12.00 and the website/email budget was overspent by £11.58.

<b>Receipts</b>		
	<b>Budget</b>	<b>Actual (to 31.03.22)</b>
Precept	10646	10646.00
Advertising Income	1000	450.00
other		1411.00
VAT reclaimed		211.50
Community Infrastructure levy payment		2454.95
Scottish Power	14	14.59
Net		15188.04
		0.00
<b>Total Receipts</b>	<b>11660</b>	<b>15188.04</b>

The clerk reported only £44.00 advertising income has been received for the Christmas newsletter up to 31<sup>st</sup> December 2022.

The amount of other income totalling £1411.00 is as follows;

<b>Description</b>	<b>Total</b>
CWAC Ward Members budget grant for Queens Jubilee	435.00
Raffle money from Queens Jubilee Event	246.00
Compost refund	95.00
Poppy contributions from donations from public/businesses	185.00
CWAC Ward Members budget grant for compost/Wildflowers	450.00

## **RESOLVED that;**

The Parish Council accepted the budget review of all income and expenditure up to 31<sup>st</sup> December 2022.

## **11 Review of Ear-marked reserves**

<b>Earmarked Reserves</b>	<b>Amount</b>	<b>Actual spend to 31/12/2022</b>	<b>Balance</b>
Local Infrastructure (ER)	1500	0.00	1500.00
Future Elections (ER)		0.00	0.00
Contingencies (ER)	1500.00	865.71	634.29
Frith Avenue project (ER)	2500.00	645.00	1855.00
New Homes Bonus Fund (ER)	13285.59	0.00	13285.59
Stoneyford Lane yellow lines (ER)	1500.00	1500.00	0.00
Community Infrastructure Levy (ER)	1522.5	0.00	1522.50

The clerk reported that £645.00 had been spent out of the Frith Avenue project earmarked reserve for compost £95.00 and for planters £550.00.

The clerk reported that the breakdown for the expenditure for the earmarked contingencies was as follows;

Raffle tickets for Queens Jubilee	2.79
Hire of games for Queens Jubilee	295.00
Reimbursement for Condolence book for Queen	20.82
Payment for signs	12.18
Payment for printer	94.95
Payment for defib pads	57.95
Donation from members of the public	185.00
grit for grit bins	66.67
Payment for publisher for newsletter	29.99
Signs for Little Wood	30.36
grit for grit bins	70.00

**RESOLVED** that;

The earmarked reserves and expenditure up to 31<sup>st</sup> December 2022 was noted.

## **12 Budget for 2023/2024**

**RESOLVED** that;

The budget for 2023/2024 was agreed as follows;

## Budget for 2023/2024

Income	
Precept	12225
Council Tax Reduction scheme grant	0
Advertising Income	1000
Other	0
Scottish Power	14
VAT	
Community Infrastructure levy payment	
<b>Total Income</b>	<b>13239</b>
Expenditure	
Clerk's salary inc HMRC and Pension	9000
Clerk expenses	600
Room Hire	150
Printing of Newsletter	1500
Cheshire Assoc of Local Councils subs	0
Footpath Society subs	8
Insurance	450
Training	200
Website & email	150
Contingencies	500
Payroll Services	150
Community Engagement	100
CWAC dog bin charge	400
Donations	1514
Data Protection fee	40
Cheshire Community Action subs	20
Election costs	362.00
<b>Total expenditures</b>	<b>15144</b>
excess expenditure over Income	<b>-1905</b>

### 13 Precept for 2022/2023

Precept for previous years is as follows;

<b>Delamere Parish Council</b>	<b>total from CW&amp;C</b>	<b>CTRS</b>	<b>Precept</b>	<b>Band D Eq</b>	<b>Band D Amount</b>	<b>Increase</b>
2013/2014	6500	434	6066	475	12.77	
2014/2015	6400	395	6005	470	12.77	
<b>Oakmere Parish Council</b>						
2013/2014	5000	320	4680	278	16.83	
2014/2015	5000	292	4708	286	16.46	
<b>Delamere and Oakmere Parish Council</b>						
D & O Precept 15/16	8618	598	8020	628	12.77	Nil increase
D & O Precept 16/17	9139	532	8607	674	12.77	Nil increase
D & O Precept 17/18	9464	399	9065	676	13.41	5% increase
D & O Precept 18/19	9335	266	9069	676.3	13.41	nil increase
D& O Precept 19/20	9680	133	9547	711.9	13.41	nil increase
D & O Precept 20/21	9680	0	9680	705.9	13.72	2.3% increase
D & O Precept 21/22		0	10010	708.6	14.13	3% increase
D & O Precept 22/23		0	10646	753.4	14.13	nil increase

### Proposed Precept for 2023/2024

Precept	Band D Eq	Band D Amount	percentage increase
10,646	786.3	13.54	-4.20%
11,110	786.3	14.13	nil increase
11,220	786.3	14.27	1% increase
11,327	786.3	14.41	2% increase
11,450	786.3	14.56	3% increase
11,660	786.3	14.83	5% increase
12,225	786.3	15.55	10% increase
12,775	786.3	16.25	15% increase

The clerk had circulated the Parish precept amount for all Parish Councils in Cheshire West and Chester for 2022/2023, history of the precept for the Parish Council and a proposed precept for 2023/2024 with a variety of increases.

**RESOLVED** that;

The Precept amount for 2023/2024 was set at £12,225 which would be a Band D payable of £15.55 and a 10% increase.

### 14 Grant and Donations

Two donations have been made so far in the financial year 2022/2023, one to the Royal British Legion for £155.00 and to Tarporley Hospital for £200.00.

The balance in the donation budget is therefore £1159.00.

**RESOLVED** that;

The following grants/donation were to be deferred until the Parish Council meeting in April 2023;

St Peter's Churchyard Fund, Oakmere Cricket Club, for the youth section of the club, Oakmere Methodist Church for grounds maintenance and Delamere Community Centre.

**RESOLVED** that;

A donation of £200.00 was to be made to North West Air Ambulance.

**RESOLVED** that;

No donation would be considered for Tarporley Memorial Hospital as this was now outpatients only and administered by the Countess of Chester Hospital.



## **15 Delamere & Oakmere Newsletter**

Councillor A Bell confirmed that the printing costs for the December 2022 edition of the newsletter was £416.75. Invoices for the advertising have been issued to the total amount of £536.00. The clerk reported that not all invoices have yet been paid. The next edition of the newsletter is due to be published in March.

## **16 Facebook account for the Parish Council**

Councillor A Bell is in the progress of setting this up for the Parish Council and a draft has been shared with certain Councillors for comment before publication. Councillor F Goodier had circulated an example from another Parish Council.

## **17 Little Wood**

Councillor G Hudson reported that progress was slow, and the wood needs to dry out following the heavy rainfall.

The clerk was asked to chase up United Utilities regarding the drains which were blocked which were causing flooding in Little Wood.

## **18 Retrospective approval of expenditure of the following items following the decision to approve the expenditure under delegated emergency expenditure by the Clerk and Chair as requested at the Parish Council meeting on Monday 12<sup>th</sup> December 2022.**

### **RESOLVED that;**

Rock Salt at the cost of £70 including delivery and VAT was approved.

Councillor D Rutter confirmed that the rock salt had been delivered and he will refill the grit bins.

### **RESOLVED that;**

Two signs for Little Wood at the cost of £30.36 plus VAT was approved.

## **19 Community Fund application from Laurus Homes**

The clerk confirmed that the closing date for any application had expired.

## **20 Elections**

The clerk has circulated an email from Cheshire West and Chester Council regarding the May 2023 elections.

The Parish Council is split into two wards, Delamere Ward and Oakmere Ward with six seats on each ward. For the nomination papers each Parish Councillor will need a proposer and seconder from the Ward they wish to stand from.

The fee for an uncontested election will be £181.00 for Delamere Ward and £181.00 for Oakmere Ward which gives a total cost of £362.00 which the Parish Council will have to pay Cheshire West and Chester Council.

The fee for a contested election is £547.50 for the Delamere Ward, £598.40 for the Oakmere Ward. This would be a total cost of £1,145.90 which the Parish Council will have pay Cheshire West and Chester Council.

Cheshire West and Chester Council are holding election briefings for candidates on the following dates/times Monday 6<sup>th</sup> March 2023 at Winsford, Clerks 17.00 and Candidates 18.00. Tuesday 7<sup>th</sup> March 2023 at Ellesmere Port Library at 18.00 for candidates only. Wednesday 7<sup>th</sup> March at Chester Racecourse Clerks 17.00, candidates 18.00.

The Notice of Election will be sent out by Cheshire West and Chester Council on week commencing 16<sup>th</sup> March 2023 and nomination papers need to be returned by hand from Friday 17<sup>th</sup> March 2023 via an appointment system.

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

Cheshire West and Chester Ward Councillor J Leather reported that there was one current consultation from Cheshire West and Chester Council with regards to Playing Pitch Strategy.

## **22 Councillor's report and future agenda items**

Councillor D Rutter reported that United Utilities were closing Abbey Road to undertake some work.

Councillor J Ralph reported that there was a survey being hand delivered to households from a political party asking residents views. A survey to residents may be considered for an edition of the newsletter.

Councillor D Wheeler reported that the sign on Abbey Road was not working. The clerk informed the Parish Council this had been reported to the Highways Department of Cheshire West and Chester Council several times and there was an issue as it powered by solar panels and was not getting enough sunlight to power the unit. The Highways Dept were looking into solutions to the issue.

Councillor D Wheeler reported that there was an issue with the defibrillator at the community centre. The clerk would investigate this matter after the meeting.

## **23 Date and time of next meeting**

The next Parish Council meeting is Monday 13th February 2023 at 7pm at Delamere Community Centre.

**Part 2; contains confidential information and only Councillors and reporting officers can be present.**

Cheshire West and Chester Ward Councillor J Leather left the meeting at this point.

## **24 Clerk's Annual Salary Review**

The clerk asked the Parish Council to review her spinal column and then left the Parish Council meeting at this point.

*This item was confidential and as such the contents have been removed.*

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

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Minutes of the monthly Parish meeting of Delamere and Oakmere Parish Council held on Monday 16<sup>th</sup> January 2023.