

CLOTTON HOOFIELD PARISH COUNCIL MEETING

Thursday 21st September 2020 at 19:00 via Zoom

MINUTES

PRESENT

Cllr Richard Roberts (Chair), Cllr Peter Manby, Cllr Geoffrey Bibby, Cllr Charles Kinsey, Cllr Jane Nicholas, Cllr Charles Kinsey, Cllr John Leather (CWaC), Cllr Harry Tonge (CWaC)
Public – 2

DECLARATION OF INTERESTS - None

PUBLIC PARTICIPATION – Ms J Copping (Chair of Huxley Primary School PTA) and Ms S Hampton announced to the Parish Council that Huxley Primary School was facing a consultation on its long-term viability. She reported that last year the parents were told that the school was financially secure for at least 2 years. The school was at that time partnered under a new Partnership Team with Tarporley School for 2019.

Since then CWaC have announced a consultation on its viability for the future.

Ms Copping reported that the PTA have increased the awareness of the school – they run a Forest School, started a Huxley Tot's Group, have early years' facilities, they are looking to increase the community groups utilising the facilities at the school and have organised a Liverpool Youth Academy Coach to run a half-term holiday club (he is a scout for Liverpool and is keen to run one to one sessions and toddler lessons at weekends). They have offered the school facilities to toddler groups and pre-school; they have started a centre of excellence for languages and music (in conjunction with the Chester University). In addition to this the school is offering flexi-schooling which they have received positive feedback for.

They are not sure when the consultation will start due to the Government embargo, but Ms Copping wanted to let Clotton Hoofield Parish Council know and asked for support and hope that the Parish Council can inform the community when the consultation begins. Ms Hampton confirmed when the consultation starts there is only four weeks until the close of the consultation. Ms Copping confirmed there is a financial and viability plan in place which they are hoping to go to consultation in conjunction with the Governors of the School.

Cllr Bibby asked what the position of Duddon Primary School was – it was confirmed that Duddon Primary School maybe oversubscribed and Huxley Primary School could become a second choice. Cllr Bibby also stated that Delamere Primary School had in previous years faced difficulties and managed to turn the school round – clarification was sought as to if Huxley Primary School were in a similar position and therefore looking to diversify?

The Parish Council confirmed that it would be willing to support Huxley Primary School in any practical way possible and hoped that it would continue to remain open.

Cllr Roberts requested that Ms Copping keep the Parish Council informed as thing develop.

Two Members of Public left the meeting.

Cllr Leather reported that there is a study going on regarding Rural Transport – working groups have been set up by CWaC. The study will probably take about 12 months. Cllr Leather is happy to feedback to CWaC if there are any concerns from the Parish Council.

MINUTES

31. **Resolved** that the Minutes of the Parish Council Meeting held on 16th July 2020 were accepted as a true record and signed by the Chairperson. Subject to the question marks being removed from by Cllr P Manby's name on page 69

ACTIONS SINCE LAST MEETING

The following actions were completed since the last meeting that were not otherwise on the agenda: -

- Circulate the Newsletter
- Add comments box to website
- Include all updated policies on website
- Put Roles and Responsibilities onto the next Agenda
- Ask PSCO if it is possible to borrow the camera and do residents need training.
- Contact the A51 Group to find out when they next meet.
- Ask Ward Councillors to attend the next Parish Council meeting to provide an update on the work being undertaken on the A51.
- Update the Outturn Spreadsheet to reconcile to the bank.
- Forward email to Ward Councillors to Cllr Roberts to follow up.

CO-OPTION

Cllr Roberts confirmed that the Parish Council had received contact from one resident who may be interested in being co-opted. The resident had been invited to attend the meeting but was unable to attend due to work commitment.

ACTION: Re-advertise on noticeboards, Facebook, Website.

ACTION: Chair to follow up on contact with interested resident.

ACTION: Suggest contacting local businesses to see if they would be interested in becoming a Parish Councillor. Chairman and Clerk to draft a letter and contact them, dropping off letters at the business if practical.

PLANNING

The Planning Register dated 10th September 2020 was circulated for Parish Councillors consideration. New applications and actions on outstanding applications were noted.

32. **Resolved** – 20/02844/FUL – Land Adjacent to Laburnum Cottage, Cinder Lane, Clotton – Construction of a tennis court – Agreed to submit a response of ‘Object’ - The Parish Council is of the opinion that the proposed location of the tennis court is in the green belt and as such is contrary to Policy STRAT 9 and green belt policy in the NPPF. It is also contrary to the draft Neighbourhood plan which supports the preservation of the Green Belt.
33. **Resolved** – 20/03204/FUL – Land at Corkscrew Lane, Clotton, Chester – Creation of two ponds –. Agreed to submit a Neutral response - The Parish Council is unable to comment as the application does not include any information on the rationale for creating the two ponds.

ACCOUNTS

34. **Resolved** to accept the cash book dated 01/09/2020.
35. **Resolved** to accept the income of £0.35, £0.30, £0.07 from Bank Interest
36. **Resolved** to accept the payments since the last meeting of: -

Clerk's Salary	Tax point 5 & 6	£431.32
Clerk's Expenses		£46.89
HMRC	Tax point 5 & 6	£107.80
The Accounts Centre	10 months of Payroll	£120.00
British Legion	Remembrance Wreath	£22.25
ICO	Data Protection Subscription	£35.00

Bank Reconciliation against Cashbook YTD

37. **Resolved** to approve the Bank Reconciliation as presented to the meeting dated 1st September 2020.
38. **Resolved** – to purchase a Remembrance Wreath at a cost of £22.25.
39. **Resolved** – to approve the setting up of a Direct Debit for the ICO Data Protection.

National Salary Awards

40. **Resolved** – to approve the National Salary Awards New Pay Scales for 2020-21 to be implemented from 1st April.

HIGHWAYS

Cllr Bibby and Cllr Kinsey provided a report to the Parish Council following a meeting with CWaC to look at the condition of local roads across Clotton and Hoofield. Cllr Bibby reported that following the meeting with Stuart Bateman he had reported several issues through the Report It – and was waiting for them to undertake the report. For completeness, these issues to be added to the Parish Council spreadsheet.

ACTION: Chase Stuart Bateman following the meeting on an update of the actions.

Cllr Leather confirmed that there is a two-year project to locate grids to assist Streetwise and the mapping system.

Cllr Roberts provided an update on all work that has been reported to CWaC over the last few months and its current status. Cllr Roberts asked that any items that are 'reported' by councillors could they be provided to the Clerk to keep the spreadsheet updated.

Cllr Roberts reported that following the last meeting it was requested that Speed Camera training be provided. Cllr Manby sought the council's opinion on how to proceed with the Speed Camera Training, who is going to undertake the training (have we got sufficient support from the community to undertake this training) and suitable locations for the speed camera to be used. It was agreed that we needed a clear strategy and therefore to hold off undertaking the training whilst Cllr Manby contacts the CWaC lead to clarify the best objective for the training.

ACTION: provide Cllr Manby with CWaC contacts.

ACTION: provide Cllr Manby with Matthew Waterhouse (A51 Group) contact details.

A question was raised as to when the reduction of the A51 speed limit by Iddenshall to 50mph would be implemented – Cllr Tonge confirmed that this was on a list of work to be costed and scheduled.

41. The Clerk reported following contacting the Bulls Head that they had agreed for a planter to be located at the front of their property. It was **Resolved** to purchase and install a planter to a value of £650 so long as a suitable location and maintenance responsibilities were agreed with the owners.

ACTION: Cllr Roberts & Cllr Nicholas to visit the owners of the Bulls Head to check on the location of the planter & who will maintain the planter.

ROLES AND RESPONSIBILITIES

The Councillors reviewed the roles and responsibilities, it was agreed responsibilities would be split as follows: -

Cheque signatories – Cllr P Manby, Cllr J Nicholas, Cllr R Roberts, Cllr G Bibby

Communications & Events – Cllr R Roberts & Clerk

Duddon CWM Hall – Cllr G Bibby

Footpaths, Footways, Pavements & Bridleways – Cllr C Kinsey & Cllr R Roberts

Highways Matters & A51 – Cllr C Kinsey

Environment & Litter Picking – Cllr R Roberts & Cllr G Bibby

Neighbourhood Plan – Cllr P Manby

Public Transport – Cllr P Manby

Local Public Transport Provision – Cllr R Roberts

Planning – All Councillors

Planning Responses – Cllr P Manby & Cllr G Bibby

Tarvin Educational Foundation – Cllr R Roberts

Training - Clerk

Facebook & Twitter – Clerk

ACTION: put on website.

NEIGHBOURHOOD DEVELOPMENT PLAN

Cllr Manby confirmed that there had been no further update due to the Covid-19 lockdown. Cllr Manby confirmed that May 2021 is when it will go to referendum.

COMMUNITY COVID-19 RESPONSE

CWaC have sent out a request looking for Community Champions. Cllr Roberts reported that the Parish Council can apply to be a Community Champion - it was agreed that Clerk sign up on behalf of the Parish Council.

ACTION – clerk to sign up.

POLICIES UPDATE

30. **Resolved** to adopt the following policies: -
Accessibility Statement
Notice Board Policy

ACTION: put updated policies on website.

ACTION: It was agreed that the Standing Orders would be reviewed by Cllr Roberts & the Clerk, amended and circulated before the next meeting for approval.

NEWSLETTER

It was agreed that they be published as and when appropriate rather than quarterly.

WINTER COMMUNITY EVENTS

Cllr Roberts confirmed that due to present circumstances we are limited as to what we can do over the festive period. It was suggested giving a donation to local organisations – review at the next meeting.

COLLABORATION WITH SURROUNDING PARISH COUNCILS

Cllr Roberts suggested that there were issues that impact on both us and adjoining Parish Councils (e.g. road flooding) and that it would be worth exploring opportunities to work together in such instances, to pool resources.

Suggest -virtual coffee morning – invite local Parish Council Chairman & Clerk's. Three biggest issues from the community aspect.

ACTION: Clerk to contact other Parish Council's.

Cllr Leather mentioned that Members budgets had not yet been spent and if the Parish Council have any projects that could apply for funding please contact him.

PART 2

Cllr Roberts advised that he represents the Parish Council on the Tarvin Educational Foundation. Cllr Roberts reported that recently the clerk's email account had been compromised and that as a result Cllr Roberts had received inappropriate emails, which had been disconcerting. Cllr Roberts has now spoken with the Chair of the Tarvin Educational Foundation and additional security measures have been put in place. Cllr Roberts reported that he wanted the Parish Council to be aware of this occurrence in the event any further instances arise as should this happen he would feel uncomfortable remaining as our representative on the Tarvin Educational Foundation.

DATE OF THE NEXT MEETING

The next meeting would take place on Monday 16th November 2020 – venue to be agreed.

Cllr Leather confirmed that there was already a conflicting Parish Council meeting so both Ward Councillors may not be able to attend the next meeting.

Signed Dated

The meeting closed at 9.01pm

Trudy Ryall-Harvey, Clerk
21/09/2020