

# CLOTTON HOOFIELD PARISH COUNCIL MEETING

## Monday 18th January 2021 at 19:00 via Zoom

### MINUTES

#### PRESENT

Cllr Richard Roberts (Chair), Cllr Peter Manby, Cllr Geoffrey Bibby, Cllr Charles Kinsey, Cllr Jane Nicholas, Cllr John Leather (CWaC)

Public – 0

#### APOLOGIES

Cllr Harry Tonge (CWaC)

**DECLARATION OF INTERESTS** - None

#### PUBLIC PARTICIPATION

Cllr Leather confirmed that CWaC still have a lot of their staff redeployed to deal with the Covid-19 response. He confirmed that this had not fallen equally on all departments, some department are having difficulties including Highways, part of the problem is that it is hard to undertake some of the work due to social distancing requirements. There has been a problem with faults that have been reported on the CWaC system that have been incorrectly marked as completed, this has been escalated to the top and this has now been corrected; typically, what was being done was once a problem had been assessed and the work order arranged then it was being marked as completed on the Report IT system when in fact it could be up to six months before the work was actually being completed.

Other areas that are hard hit due to Covid-19 are regulatory areas including planning and planning enforcement due to staff not being able to undertake site visits. Finance has also been hit hard because of having to make extra pay outs under the new Government schemes. Otherwise CWaC are trying to work the best they can and some of the policy groups are meeting via Zoom.

#### MINUTES

52. **Resolved** that the Minutes of the Parish Council Meeting held on 16<sup>th</sup> November 2020 were accepted as a true record and signed by the Chairman – subject to the following clarifications/points raised by Cllr Manby: -
- Page 74 – Cllr Manby sought clarification, if the resident had confirmed that a noise survey would need to be undertaken – *the resident confirmed that he had investigated noise pollution and it appeared that a noise survey could be undertaken via measuring noise pollution through an app which recorded the noise levels, times and dates etc. There is a body of evidence that would need to be gathered in support of any noise complaint before CWaC would take any steps.*
  - Page 75 – The wording, “on the basis the Parish Council would have support this application” – should read “would have supported this application”.
  - Page 75 - Cllr Manby clarified under ACTION: put poster on noticeboard, Facebook and website, that a poster appropriate for the noticeboard had not been provided therefore information had been put on the Facebook and website only.

#### ACTIONS SINCE LAST MEETING

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

Planter – Carry forward until after Covid-19 lockdown restrictions are lifted.

Finance - Process of all payments had been undertaken.

Collaboration with PC's - The actions following the meeting had been circulated.

The Parish Council were waiting to hear back from Willington and Hargrave & Huxley Parish Councils. The Clerk confirmed that Hargrave & Huxley had found the joint meeting to be of benefit and would be interested in undertaking further meetings on a six monthly basis, subject to the discussions being of mutual benefit.

Gigabit Fibre Broadband - Information had been put on Facebook and website – suitable information was not supplied for the noticeboards.

Planning Application 20/00630/FUL – An email to the planning department was submitted, a response was received and a decision on this application was received.

Standing Orders Had been put on the website.

Budget - Draft budget was circulated around the Parish Council and a working group meeting was organised to discuss further the 2021/2022 budget.

### **CO-OPTION**

No further residents had come forward following the most recent advertising campaign for Parish Councillors. A letter has been drafted to go out to local businesses, and this will be issued once the lockdown restrictions have been lifted.

Cllr Manby suggested that it may be worth exploring expanding our search further outside of Clotton Hoofield as one criteria for being a Parish Councillor is they live within 3 miles of the parish so that could include residents of Duddon and Tarporley.

It was suggested that the Parish Council explore advertising on the Parish Council Facebook and Duddon & Clotton Community Facebook site.

Cllr Kinsey also confirmed he had spoken with two residents who may be interested in becoming Parish Councillors and he undertook to explore further.

### **PLANNING**

The Planning Register dated 7<sup>th</sup> January 2021 was circulated for Parish Councillors consideration.

20/04141/FUL - 1 Yew Tree Bank – The Parish Council submitted a response in support of this application with the following comments: -

*No. 1 Yew tree bank is at the Tarporley end of a row of semi-detached houses (Yew Tree Bank). As an end house and with the next house towards Tarporley some 100 m away there is no adverse impact on neighbours. The house is in a very poor state of repair and is currently vacant. The proposed development falls within the allowable extension criteria in the Neighbourhood Plan. It also appears to be in line with previous extensions to other properties in Yew Tree Bank. The extension and refurbishment of no 1 will improve the area and the quality of accommodation.*

### **ACCOUNTS**

53. **Resolved** to accept the cash book and YTD summary dated 07/01/2021.

54. **Resolved** to accept the income of £0.06 and £0.05 from Bank Interest and £2,000 from CWaC from Members Budget Grant Monies

55. **Resolved** to accept the payments since the last meeting of: -

Clerk's Salary	Tax point 9 & 10	£431.32
Clerk's Expenses		£168.20
HMRC	Tax point 9 & 10	£119.40

Bank Reconciliation against Cashbook YTD

56. **Resolved** to approve the Bank Reconciliation as presented to the meeting dated 7<sup>th</sup> January 2021.

Budget for 2021-22

57. **Resolved** that the Parish Council approve the budget of £6,595 as set-out below for 2021-2022: -

Budget Element	2021-22 Budget
<b>EXPENDITURE</b>	
<b>People &amp; Expenses</b>	
Clerk	2,700
HMRC tax	720
Mileage	210
Training	200
Chairmans allowance	0
<b>Professional service</b>	
Insurance	230
Internal Audit	50
The Accounts Center - Payroll	144
<b>General Services</b>	
Website	130
Room Hire	120
Planter Maintenance	40
<b>Admin</b>	
CHALC Membership	130
Other memberships	50
Data Protection fee	35
Admin	50
Post	360
Stationery	150
Office Allowance	210
Elections	300
<b>Projects</b>	
Ad Hoc Beneficial items	150
Community Events	50
Duddon Village Hall Grant	0
Speed Initiative PCC	250
Community Litter Picking	50
General	150
<b>Inflation %</b>	116
<b>Contingency % of above</b>	0
<b>TOTAL CASH OUT</b>	<b>6,595</b>
<b>RECEIPTS</b>	
Precept	6,332
Bank Interest	26
VAT recovery	150
Ward contribution	0
CWAC contribution	0
<b>TOTAL CASH IN</b>	<b>6,508</b>

Precept for 2021-22

58. **Resolved** that the Parish Council set a Precept of £6,332 which is calculated as a 12.5% increase on a Band D House.
59. **Resolved** to approve the payment of the SLCC membership for the Clerk which is split between 5 Parish Councils. SLCC membership currently cost £185.00 so that cost for this Parish Council would be £37.00.

**HIGHWAYS**

The issues logged via CWaC Report IT system have been reported, logged, and monitored and updated since the last meeting.

- Flooding areas Ryecroft Lane, Corkscrew Lane, Cinder Lane, Wood Lane and Willington Lane. These need to be reported and monitored and flooding seems to be a huge problem currently across Cheshire West.

**ACTION:** Forward any fault reports to Cllr John Leather and he will escalate.

Cllr Leather highlighted that generally some of the flooding is due to landowners not clearing their own water courses, the ditches that run around the boundaries of their property. What tends to happen is the rubbish gets deposited on the coverts because they usually have a grid that needs cleaning. Cllr Leather encouraged residents to report it to CWaC if the coverts are blocked as Highways will come and clear due to the possibility that it runs under the road. However, the real problem is the water course leading to it have not been probably maintained. He suggested that this be included in the next Parish Council newsletter to remind landowners of their obligations to maintain their ditches.

- Cinder Lane flooding and resolution – Cllr Manby highlighted that the Cinder Lane flooding had been mentioned in the recent Parish Council newsletter. Cllr Leather reported he had been involved with this for 4+ years and he reported that Helena Crawford had worked with Cllr Leather to look for a long-term solution to the flooding on Cinder Lane. Helena Crawford investigated this and undertook tracking of the water flow. She reported that it was running off the fields onto Cinder Lane – near the house.
- Earth banks have now been built up by the flooded area which means that the water cannot drain over the road and into the field opposite causing the water to sit on Cinder Lane. Cllr Leather reported that the degree to which Highways can be held responsible for this is questionable. All that can be done is to improve the drainage across the field and the outlet at the other end. Cllr Leather confirmed that if an inexpensive permanent solution could be found then he would be happy to contribute some of his member ward monies to this. It was suggested the best use of Highways could be for them to design a solution to the problem.

**ACTION:** Cllr Leather to investigate if there is a drainage report from CWaC on Cinder Lane available to view.

**ACTION:** Request CWaC undertake a drainage plan of Cinder Lane

**ACTION:** Cllr Bibby to send Cllr Leather a map highlighting the water flow and where the water is lying.

- Lack of minor road gritting over festive period -

Cllr Roberts highlighted that several residents had raised concern with regards to the local roads not being gritted over the festive period. Cllr Leather confirmed that CWaC's priority is gritting the A roads, if they complete these and still have time then they do start to grit the other minor roads – if there are any specific roads that the Parish Council feel need gritting then they can be raised to CWaC and put as a priority.

- A51 Speed Reduction

Following challenging the costs of the A51 Speed Reduction – it had been confirmed that the costing had been amended to total is £6,500 with the PC 50% contribution of £3,250.

It has been confirmed by CWaC that payment could not be spread across a number of year.

An application to Cllr Tonge and Leather had been submitted and it was confirmed they had contributed £2,000 towards this scheme.

**ACTION:** Chase Stuart Bateman with an update on when the A51 Speed Reduction scheme will take place and provide Cllr Leather with an update.

### PCSO Update

The PCSO was waiting to hear back from the PCC's office about the bid he had submitted for speed guns but if that does not get approved then it would be a case of buying our own speed gun.

The PCSO would arrange training for the Parish Council via CWaC. The PCSO was pleased to hear that the Parish Council had recruited volunteers who were willing to get involved with the speed watch initiative.

It was reported that the PCSO had been outside the Bulls Head in December undertaking speed enforcement/monitoring on the A51 and that he hoped to undertake more of this subject to lockdown restriction.

The clerk also highlighted that the volunteers could also undertake SID speed monitoring training via CWaC and then the Parish Council could schedule to borrow CWaC SID machines throughout the year in order to raise driver's awareness of their speed.

- Litter

Residents had raised issues regarding the condition of the pavements, they have asked if they can be tidied and cleared of debris like parts of cars etc as it is very hard to walk with children when the pavements are in such a condition.

Cllr Roberts confirmed that this needs to be monitored and reported and undertook to report via the CWaC Report IT website any areas of concern within the Parish.

**NEIGHBOURHOOD DEVELOPMENT PLAN**

No further update since last meeting.

**NEWSLETTER**

Suggestions for the next Parish Council newsletter:

- Remind Landowners of their responsibilities to clear watercourses.
- Budget 2021/22
- A51 Speed Reduction Update
- Flooding
- Gigabit Broadband
- Speed watch initiative
- Fly Tipping
- Parish Councillor vacancies
- Resolution of issues logged with CWaC

Look to circulate the next newsletter in March 2021.

**CONSULTATIONS**

Waste Consultation – it was agreed that Cllr Roberts would attend the CWaC consultation meeting on the Parish Council’s behalf and provide feedback.

National Census – Households across Cheshire West and Chester will soon be asked to take part in the nationwide survey of housing and the population. It will take place on 21st March 2021 – information received to date had been put on the Facebook and website for resident’s information.

Environmental Strategies Consultation - It was reported that CWaC were consulting upon how it intends to manage its parks and open spaces, outdoor play areas and wildflower planting. The Council plans to produce an overarching Environmental Management Strategy.

CHALC Speeding Questionnaire – CHALC was consulting upon whether speeding was a high priority for Parish Councils. They wished to find out if it was top priority, one of the top three, in the top five issues or not in the top five issues. The Parish Council agreed to respond that speeding was within our top 3 issues.

Covid-19 vaccinations - Cllr Leather asked how the vaccination rollout was going. Cllr Roberts confirmed that his GP practice in Tarporley is part of the Rural Alliance and they provide regular Facebook updates on how many vaccinations they have provided.

**DATE OF THE NEXT MEETING**

The next meeting would take place on Monday 15<sup>th</sup> March 2021 – via Zoom.

The meeting closed at 20:47

Signed ..... Dated .....

Trudy Ryall-Harvey, Clerk  
18/01/2020