

CLOTTON HOOFIELD PARISH COUNCIL MEETING
Monday 28th March 2022 at 19:30 at Duddon Clotton and
District Memorial Hall

MINUTES

PRESENT

Cllr Richard Roberts (Chair), Cllr Geoffrey Bibby, Cllr Jane Nicholas, Cllr Charles Kinsey, Cllr Harry Tonge (CWaC).
Clerk: Mrs T Ryall-Harvey
Public – 8

APOLOGIES were received and accepted from Cllr John Leather (CWaC).

DECLARATION OF INTERESTS – Cllr Roberts declared an interest in planning application 22/00505/OUT and undertook not to provide comments or enter into a discussion in relation to this.

PUBLIC PARTICIPATION

The Chairman welcomed the members of the public and confirmed this was an opportunity for residents to speak on issues affecting the parish.

A resident from Duddon reported upon Jubilee Event that are being planned and asked whether Clotton Hoofield would like to join forces and help contribute towards the event. Resolved to support in principle and seek community support for the event. Cllr Nicholas agree to support on behalf of the Parish Council.

- 40. RESOLVED:** to donate a minimum of £500 and if no grant is received, then contribute £1,000.

A resident reported upon a planning application that they had submitted and outlined the reasons they were looking for the Parish Council to support this application.

A resident on behalf of Hoofield Management Company Limited – reported that he was in attendance to represent the 6 residents who are the most directly affected – all six properties are opposed to the planning application.

A resident also reported their objection to the planning application, highlighting areas within the Neighbourhood Plan, and raising concern that there were no agricultural needs, or redundant farm buildings to support the application. They felt strongly that Hoofield should be protected against further development.

A resident raised concerns about the roads surrounding the proposed planning application. Highlighting that walking around Hoofield is already hazardous due to the amount of traffic.

Cllr Bibby raised question as to the four bedded designs that are being proposed and asked if they were in keeping with the area. Cllr Roberts highlighted that this is an outline planning application only, not a full planning application.

A resident provided an update to the broadband improvement scheme he had been leading in the area and confirmed that sufficient support had been received to allow the process of installing fibre to the home to start, he confirmed that it would be a 12 month process.

Cllr Tonge reported that since the last meeting CWaC had set their budget and reported a 2.99% increase in the council tax for 2022-23. He also highlighted that resident's should have received their new bins.

It was reported by a resident that who lived at Rose Lea that BT had submitted a proposal to install a telegraph pole in front of their living room window, thus impacting light / views etc. It was requested that the Parish Council send a letter of objection to ask for the pole to be relocated. It was agreed that the Parish Council would write in support of the resident's objection.

6 members of the public left the meeting.

MINUTES

41. **Resolved** that the Minutes of the Parish Council Meeting held on 17th January 2022 were accepted as a true record and signed by the Chairman.

ACTIONS SINCE LAST MEETING

The following actions were completed since the last meeting

- **Finance** - payments had been processed that were approved.
 - Submit Precept request.
- **Community Engagement** – find out if there is a community group willing to organise event for the Queens Jubilee.
 - Post on Facebook for volunteers to assist with Speed Watch initiative
 - Request from CWaC the Speedwatch Forms to complete.
 - Advertise through Facebook and Website and noticeboard the sandbags available for residents to use.
 - Advertise the Great British Spring Clean on Facebook – Sue Malley confirmed she was willing to assist.
- **Website** – the Clerk has put the minutes of the previous meetings on the website.
 - Change date of next meeting on website
 - Put communications Policy on Website
- **Highways** - Escalate to Ward Councillor the items still outstanding for work schedule and ask for a time frame

PLANNING

The Planning Register dated 14-03-2022 was circulated for Parish Councillors consideration.

It was noted that since the last meeting the following planning applications had been received: -

22/00394/FUL – Pleasant View, High Street, Clotton CW6 0EG – Construction of new detached garage – it was agreed to support this application.

22/00338/FUL – Hill View High Street, Clotton CW6 0EG – Single Storey Rear Extension to replace temporary flat roof structure - it was agreed to support this application.

It was reported that the following applications had been received and would require consideration against the Parish Council Planning template prior to comments being submitted:-

22/00505/OUT – Land at the Paddock, Hoofield Hall, Hoofield Lane, Huxley – Erection of Two detached dwellings and garages.

Notification of Appeal re: 21/00802/FUL - Lane Adjacent to Rose Farm, High Street, Clotton - Erection of a 4 bed roomed detached dwelling.

Cllr Bibby undertook to review both planning applications against the Parish Council Planning template and circulate recommendations for the Parish Council to consider.

ACCOUNTS

43. **Resolved** to accept the cash book and YTD summary dated 21st March 2022.

To note the income of £0.09 in January and £0.08 in February & March from Bank Interest

To note the payments since the last meeting of: -

Clerk's Salary	Tax Point 11	£235.96
Clerk's Salary	Tax Point 12	£225.96
Clerk's Expenses		£87.16
Autela Payroll Services	Q4 Payroll	£67.20
HMRC PAYE	PAYE Q4	£169.40
Duddon, Clotton & District War Memorial Hall	Room Hire	£90.00
Linux – Visual Sales & Service Ltd	Cloud Hosting for Website	57.46
CHALC Membership	Annual Renewal	£129.96

Bank Reconciliation against Cashbook YTD

44. **Resolved** to approve the Bank Reconciliation as presented to the meeting dated 21st March 2022.

Instruct an Auditor for 2021-22

45. **Resolved** to request Mr Sanders undertake the internal audit for 2021-22.

VAT Rebate Application

46. **Resolved** to submit the Parish Council's VAT submission for 2021-22 at a value of £200.58.

CiLCA Training Course

The clerk sought support from the Parish Council in undertaking the CiLCA Course.

47. **Resolved** to support the Clerk in undertaking this course over the next 12 months and agreed that the Parish Council would contribute $\frac{1}{4}$ of the cost of the course (£215.88). It was also noted that further training support may be required to complete this course and the Parish Council would be advised at a future meeting if this was the case.

New Rates of Pay from 1st April 2021

48. **Resolved** that the Parish Council agree the new rates of pay applicable from 1st April 2021 of an increase of £0.27 per hour backdated to 1st April 2021 – 30th September 2021 & £0.29 per hour from 1st October to-date.

Payroll Provider

49. **Resolved** to move payroll provider from Autela Payroll Services to Shire Accountancy from April 2022 following review of costings.

HIGHWAYS

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

It was reported that the following had been uploaded onto the CWaC website since the last meeting:-

- 21/03/2022 – Damaged Sign – damaged Corkscrew Lane sign at Huxley Lane entrance.

It was reported that the following item had been completed since the last meeting:-

- Faulty Give Way signs at the Willington Lane/Wood Lane Road Junction – still outstanding road markings
- Flytipping on Corkscrew Lane
- Gully/Drainage issue investigated on Willington Lane

PARISH COUNCIL MATTERS

Parish Council Vacancies – it was reported that there were still 4 vacancies for Parish Councillors available should any members of the public be interested in joining.

It was also reported that Cllr Roberts had submitted his resignation as of 28th March, 2022.

Risk Assessment

50. **Resolved** to approve the Risk Assessment for 2022-23.
Sustainability – change to High Risk – and it was agreed to change to four meetings a year.

Asset Register

51. **Resolved** to approve the Parish Council's Asset Register for 2021-22.

ENVIRONMENTAL ISSUES

Flooding - it was reported that Cllrs Tonge and Leather had requested any impact within the area following the recent high winds be reported directly to them. The Parish Council reported that they had received no notification of any major flooding or road closure following the recent high winds.

COMMUNITY PROJECTS

Speed Watch

Cllr Roberts reported upon speeding on Corkscrew and motorists using mobile phones.

ACTION: Ask PCSO for more presence on the area and be visible on A51 outside the Bulls Head, Corkscrew Lane and towards the 50p Shop.

Spring Clean-Up

It was reported that one resident had come forward who was interested in participating in a spring clean-up. Unfortunately, due to the low numbers of community support it was agreed that residents could undertake litter picking as and when they are able within their areas.

ACTION: Put a notice up on noticeboard encouraging people to work together to keep areas tidy and take pride in the area they live in.

Community Engagement

It was agreed that the Community Engagement event for the next six months should be The Queen's Jubilee Event.

Planting a Tree for the Jubilee

It was agreed not to take this forward due to the Parish Council having no land available to plant a tree on.

DATE OF THE NEXT MEETING

The next meeting would take place on Monday 16th May 2022.

The Parish Council thanked Cllr Roberts for being Chairman and for all his work as a Parish Councillor.

Signed Dated