

MEETING OF CLOTTON HOOFIELD PARISH COUNCIL

Monday 21st October 2024 at 7.00pm

at Duddon, Clotton and District Memorial Hall

MINUTES

PRESENT

Cllr G Bibby, Cllr C Kinsey (Chair), Cllr D Roberts, Cllr J Nicholas.

Cllr Cooper (Ward Councillor)

PCSO J Hannath

Clerk: Mrs T Ryall-Harvey

Public – 2

APOLOGIES – Apologies were received and accepted from Cllr R Roberts due to illness.

PARISH COUNCIL VACANCIES

Following the uncontested election on 4th May and there currently being 3 vacancies. It was reported that nominations for co-option were being sought but none had been received since the last meeting.

DECLARATION OF INTERESTS – None raised.

PUBLIC PARTICIPATION –

A resident raised concern following notification of a planning application that has been submitted for Laburnum Cottage. They highlighted concerns they had regarding the removal of a native hedging and the proposal to build a brick wall on land they believed did not belong to the applicant. The Parish Council highlighted that the resident needed to submit their own response to the planning application sharing these concerns.

The resident also comments about the recent flooding on Cinders Lane. She reported that she had spoken to a landowner with regards to the land drains on fields adjacent to their property and the landowner believed that the land drains has been trodden in and destroyed by grazing cattle.

ACTION: Send resident CWaC LLFA email address.

ACTION: Email CWaC Highways about the hedge at the top of Cinders Lane meeting Wood Lane/Willington Road that had been cut but not cut back enough.

Cllr Cooper reported that following conversation that he had with CWaC Highways about concerns regarding traffic on A51, he felt frustrated and therefore had spoken with the new member of parliament. Following this, Cllr Cooper was pleased to report that he was looking to undertake a survey of resident of Clotton and Duddon to gauge their opinion on traffic issues along the A51 in November. Cllr Cooper confirmed that once he had the results he would share them with the Parish Council.

PCSO reported that a lot of resources had already been utilised in looking at speeding issues on A51. He would be happy to explore further if residents felt it was a concern.

ACTION: Clerk to explore funding from Police and Crime Commissioner for a portable SID machine with data storage capability.

PCSO highlighted the 'Residents Voice' survey and encouraged residents to report any concerns they had via this portal.

ACTION: Put on facebook site.

ACTION: Ask PCSO crime stats for Rural Area.

PCSO left the meeting.

CORRESPONDENCE

It was reported that a resident had highlighted that a gate on Kissing Gate on Hoofield FP5 had been stolen, CWaC were aware of this and a replacement gate had been ordered.

A resident raised concerns they had via email around flooding on a regular basis to the houses on the A51, across the road from Iddenshall Care Home. The resident believe that the water seems to be flowing from fields adjacent to the A51, then pooling at the bottom of the field before flowing onto various properties, resulting in flooding. The water is also pooling on the A51 and then flowing down the road towards to Dutton due to a lack of basic drainage infrastructure.

A resident reported up on recent overflowing of the ditches near Hollybank causing flooding.

It was also reported that Corkscrew Lane had flooded during the recent heavy rainfall.

ACTION: Cllr Kinsey to speak to owners of College Farm, about keeping their ditches clear.

ACTION: Clerk to write to email offering sandbags if they want to collect them.

ACTION: Ask Maria Roberts for a copy of the drainage maps for the area

ACTION: Clerk to find out when the gullies on Corkscrew Lane and A51 were last cleared.

MINUTES

RESOLVED 20/027: that the Minutes of the Parish Council Meeting held on 25th July 2024 were accepted as a true and accurate record and signed by the Chairman.

ACTIONS SINCE LAST MEETING

ACTIONS still outstanding:-

- Defibrillator - Cllr D Roberts to speak to owner of The Bulls Head to see if we could house a Defib Machine on site – wait until the site is re-opened and then review.
- Cllr Nicholas to request resident to forward a copy of the letter relating to the removal of 5 mature Oak Trees along the A51.
- Clerk to write to CWaC to seek clarification about the removal of 5 mature Oak Trees along the A51.
- Planter for Clotton to be sited in the approved location.
- Clerk chased CWaC LLFA Officer for an update on outstanding actions – but has not received a response as yet, **ACTION:** it was agreed to escalate this to CWaC.

The following actions were completed since the last meeting:

- CWaC Wildflower Team have confirmed that the area identified in Hoofield has been added to the maps for planted wildflowers in 2025.
- Clerk has emailed Cheshire West and Chester CIL Office to see if any monies are due to Clotton Hoofield in 2024/25. – CWaC have confirmed that unfortunately, the Solar Farm is not a CIL liable development and therefore there will be no monies due for that scheme. However, it was confirmed that £355.61 is due to the Parish for an alternative scheme. The payments will be processed within the next few weeks.
- Clerk had a meeting with Shell in relation to the proposal to fit solar panels to the roof of the village hall, they have asked the village hall committee to seek quotes for this work and they are looking to contribute towards this community benefit rather than providing the solar panels themselves.

PLANNING

The Planning Register dated 10/10/2024 was circulated for Parish Councillors information.

It was noted that since the last meeting the following planning applications had been received from CWaC: - 24/02669/FUL – Laburnum Cottage, Cinder Lane, Clotton Common, Clotton CW6 0UB – Partial demolition of existing dwelling, erection of two storey front and side extension, and a rear extension to existing garage. Re-render to existing, installation of metal cladding and timber cladding to extension, new doors and windows. Amendments to existing front boundary wall, and a replacement gate. External landscaping works consisting of new patio and planting beds and erection of brick boundary wall. The Parish Council agreed to submit a response **not supporting** this application due to proposed modern design not being in keeping with the Neighbourhood Plan.

Also, they raised concerns about the removal of native hedging and the installation of a brick wall that is not within the applicant's land. The applicant proposes to build a wall on neighbouring land not currently owned by them.

It was noted that since the last meeting the following planning applications been determined by CWaC: - 24/00969/FUL – Galloway Cottage, High Street, Clotton, Tarporley CW6 0EG – Creation of a new drive and road access off the A51 at Galloway Cottage to reinstate a former driveway that previously served Galloway Cottage and permanently close off the existing driveway – **approved**.



Visit to Solar Farm, Iddenshall Grange

It was reported that two Parish Councillors had on 20th September attended a follow-up visit to the Solar Farm at Iddenshall Grange to meet the Emtec Site Team. They reported that the project had been delayed by a number of weeks therefore the proposal date for substantial completion is 25th April 2025, with actual completion currently being schedule for 16th May 2025.

ACCOUNTS

Cashbook

RESOLVED 24/028 to accept the cash book and YTD summary dated 10th October 2024.

Bank Reconciliation against Cashbook YTD

RESOLVED 24/029 to approve the Bank Reconciliation as presented to the meeting dated 10th October 2024.

Income and Payments since the last meeting

RESOLVED 24/030 that the council note and accept the income and expenditure presented to the meeting for approval as set out below:

Income received since the last meeting

Date	Received From	Gross Amount	Comment
09/08/2024	Bank	£7.66	Bank Interest
09/09/2024	Bank	£6.59	Bank Interest
09/10/2024	Bank	£6.38	Bank Interest

Payments made since the last meeting - for approval

Date	Payable to	Net Amount	VAT	Gross Amount	Comment
19/08/2024	National Association of Local Council's	£50.00	£10.00	£60.00	LCAS Accreditation
13/09/2024	ICO	£35.00	£0.00	£35.00	Data Protection Subscription
16/09/2024	Linux Internet Ltd	£47.88	£9.58	£57.46	Website Cloud Hosting 12 Month
25/08/2024	Mrs T Ryall-Harvey	£269.04	£0.00	£269.04	Salary Tax Month 5
29/08/2024	HMRC PAYE	£67.40	£0.00	£67.40	HMRC Tax Month 5
03/10/2024	One.com	£132.87	£26.57	£159.44	Annual Domain Name fee
04/10/2024	Shires Accountants	£93.50	£18.70	£112.20	Payroll Services for Months 7 - 12 of tax year 24/25
25/09/2024	Mrs T Ryall-Harvey	£269.24	£0.00	£269.24	Salary Tax Month 6
29/09/2024	HMRC PAYE	£67.20	£0.00	£67.20	HMRC Tax Month 6

Payments not yet made - for approval

Payable to	Net Amount	VAT	Gross Amount	Comment
Mrs T Ryall-Harvey	£269.04	£0.00	£269.04	Salary Tax Month 7
HMRC PAYE	£67.40	£0.00	£67.40	HMRC Tax Month 7
Mrs T Ryall-Harvey	£147.03	£4.66	£151.69	Clerk's Expenses - including contribution to phone, office, training, stationery, mileage etc

PARISH COUNCIL MATTERS

Parish Council Planter for Clotton – It was agreed to leave the relocating of the Planter for Clotton and move it in the spring.

Update Policies

RESOLVED 24/030 to adopt the following amended policies as circulated with the Agenda Pack:-

- Publication Scheme
- Training Policy



Action Plan for 2025-26

RESOLVED 24/031 to adopt the draft Action Plan for 2025-26 that had been circulated with the Agenda Pack. It was agreed to remove the proposed implementation of a Grant Giving Policy and Community Engagement PC surgery/drop-in sessions.

Local Council Award Scheme It was reported that following the Parish Councils application for the Local Council Foundation Award, it had been confirmed that this had been awarded to the Parish Council in September 2024.

CHESHIRE WEST AND CHESTER COUNCIL

Highways

It was reported that since the last meeting new items had been reported to CWaC.

- HW643647253 – Corkscrew Lane – Highways Maintenance – Edge of Carriage Way deterioration – stretch of road between Castle View and just beyond the Spinney towards the K9 Kennels – **work completed**.
- SS650908693 – Huxley lane – Hedge on bend opposite the junction of Corkscrew Lane protruding into road – **no action required at this time**.
- GS652657065 – Eddisbury Way public Footpath – Missing gate – Gate has been ordered and will be re-fitted once arrives from manufacturers.
- HW650906990 – Burton Road – highway maintenance – flooding – Flooding across road.
- 30mph VAS not operational on A51 Clotton - sign has failed and has been taken back to the manufacturer to see if it can be repaired.

Meeting with CWaC LLFA & Highways regarding flooding on Cinders Lane and Corkscrew Lane

Clerk has chased the issues identified on the meeting on 25th April with CWaC LLFA and but heard back yet on timescale for them completing their actions.

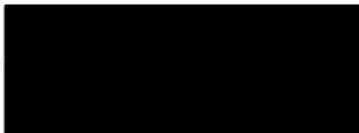
The Clerk provided a written update on the issues raised with Highways a the meeting on 25th April, see below:-

- CWaC to see if kerbstones along Cinders Lane outside the Griffith's property can be extended.
21/9/24 – insufficient budget to proceed within this financial year. Now scheduled for completion in 25/26.
- CWaC to ask resident who has planted hedge at the other end of Ciner Lane to cut it back by 1 meter.
27/9/24 – Notice served to owner to engage cut back.
- Highways Engineer to report the gully/drain that needs cleaning on Cinder Lane.
27/9/24 - No access to the culvert from the highway and it is not found on our list of culverts. Highways believe this was installed by landowners to take water field to field and should be maintained by them. No proposed action by Highways.
- CWaC Highways to clean the debris and grass/mud from around the gully on Willington Lane opposite the junction of Cinders Lane as currently the water is now flowing into the gully. *27/9/24 – work complete.*
- Highways Engineer to review all gullies on Corkscrew Lane to ensure that they are clear and flowing.
27/9/24 – insufficient budget to proceed with ad hoc gully cleansing outside of routine cyclic schedule within this financial year unless considered an emergency. Will be completed as part of routine cyclic cleansing route in February 2025.

ACTION: Clerk to chase response from the LLFA and escalate this higher in the LLFA if no response is received. Residents raised that the issues with the property on Cinders Lane that gets flooded this is now a public health concern due to the children having constant chest infections and asthma and ask that this be brought to the attention of the LLFA.

DATE OF THE NEXT MEETING

The date of the next Parish Council meeting was Monday 20th January 2025 at 7.00pm in Duddon, Clotton and District Memorial Hall.

Signed 

Dated *21 January 25*

Meeting finished 20.33