

MINUTES OF CHRISTLETON PARISH COUNCIL ORDINARY MEETING

INCORPORATING KING GEORGE'S TRUST

Held on Tuesday 7th November 2023 at 7.30

At Methodist Church Hall

UNSIGNED

Present Cllr Luke Henley (**Chairman**) John Beckitt, Elizabeth Inall, Andy Foxhall, Peter Tonge, Janet Brown.

In Attendance: three members of the Public & Sue Thwaite (Clerk)

Apologies: CWAC Stuart Parker (unwell) CPC Cllrs Robson (on holiday). Graham Ranger (prior commitment), Kate Sinclair, (work commitments) & Lauren Buckley (family matters).

Declaration of Disclosable Pecuniary Interests

1. There were Declaration of Interests declared at this meeting.

Minutes of the last Meeting

2. The Minutes of the Ordinary Parish Council Meeting held on Tuesday 3rd October 2023 were approved as a true and correct record.

Public Forum

3. Two residents attended the meeting to raise concerns that two Parish Councillors had approached the building site fence on their property and were heard discussing the development and taken a photograph.
4. They wanted to ascertain whether their visit was authorised by the Parish Council if so, what was the purpose of the visit. The residents were assured that the Parish Council was not aware of this visit and had not authorised it, the two individuals were there in a purely personal capacity.
5. The residents stated that they would be submitting two further planning applications in the future, one in 2024 and wanted assurance that the Parish Council would continue to support any future applications they submitted.
6. The Chairman stated that, any future applications would be viewed on their merits, as it is with all planning applications, and commented on appropriately at the time. He also reiterated that the Parish Council are only consultees for planning applications and that all planning decisions are made by Cheshire West and Chester Council.
7. The other resident present informed the meeting that his property had been paint bombed recently causing a great deal of distress and costly damage. He felt the impact of some negative comments on Facebook had contributed to this action.
8. The Chairman expressed the Councils sympathy for the distress this has caused him and his family, but this was not a Parish Council matter, and we understand that it is being investigated by the Police.

Planning

Planning Applications List

9. A list of planning applications previously circulated to all councillors was considered, comments noted by the Clerk for submission to CWAC Planning Authority, all comments can be viewed on CWAC website.

Update from College of Law development/Section 106 Award

10. Confirmation has been received from CWAC that an award of Section 106 money from the Developer of the College of Law development has been awarded to Christleton Parish Council which will be used towards the Little Heath Play Area refurbishment project under the Parks & Recreation, Play Child, and Play Youth section of the Section 106 money.
11. The Parish Council would like to express their thanks to Mary Lavery, (Green Infrastructure Officer at CWAC) for bringing the possibility of being eligible for this award to our attention, it is greatly appreciated.
12. The Parish Council is now awaiting confirmation of when the money will be received.

Update from Beechmoor Liaison Group

13. The quarterly meeting of the Liaison Group had taken place on the previous day to this meeting, and it was reported that the developer is planning to make the common facilities open to the public.
14. The connection into Welsh Water wastewater system was described but there was no knowledge of the route taken by the large wastewater flows from this new building, this issue it to be pursued.

Update on Manor Bridge Ltd

15. The developer of Manor Farm registered a request to brief the Parish Council on their plans, they have confirmed they would attend the December meeting of the Council and would be allowed twenty minutes to make their presentation.

Traffic & Road Safety

Update on Traffic and drain issues.

16. Plough Lane junction, the flashing warning signs have now been installed.
17. We await the speed limit change design and quote from Highways (50% funded by the Parish Council) and installation of the warning stripes in advance of the junction from both directions.
18. A resident's house has been catastrophically flooded at the Plough lane/Quarry Lane junction.
19. CWACs has failed to resolve the issue as:
 - A CWAC person has never been allocated the responsibility to develop a plan to remove this flooding risk and see a solution through.
 - After several years of reporting floods at this location there appears to be a lack of understanding of where the drains run and where the flow limitation exists – without this an investigation cannot start.
 - An emergency overflow used to exist from this location and has been removed –an alternative should be reinstated?
20. This issue is being pursued by the resident and the Parish Council

A41 Average Speed Cameras

21. An A41 resident and the Parish Council assembled a case to install average speed cameras on the A41.
22. The Parish Council were delighted to read the following press release:
23. *'Work will begin on Monday, 13 November for approximately three weeks on the A41 Whitchurch Road, between Toll Bar Road, Great Boughton and Saighton Lane, Waverton to install four average speed cameras and associated signage.'*

24. *The cameras are being set-up to reinforce the existing 30mph and 40mph speed limits in place in that area.*

Contact with CWAC Highways

25. CWAC have unilaterally installed a new contact system stopping any direct contact with their officers and replacing it with an email address: highways@cheshirewestandchester.gov.uk
26. There is early evidence that emails to this address are simply not receiving a response.
27. The Parish Council will register a formal complaint if this continues.

Saighton Camp S106

28. CWAC cancelled the second meeting with Huntington, Christleton, Waverton, Littleton and Great Boughton as they decided to brief the Ward Councillors on the Saughton Camp S106.
29. The Parish Councils have developed a methodology for prioritising the traffic interventions and are planning to present this to CWAC – High School Headteacher has written to parents explaining the need to prioritise the four initiatives we are supporting.
- Truss bridge across A41 railway bridge
 - Resurfacing the canal footpath
 - Painted footpath and coloured tarmac on RBR roadway
 - Improvements to school entrance
30. The Headteacher has invited the Ward Councillors to the school in advance of their meeting with CWAC.
31. There is little doubt that unless the feeder Parishes to the High School and CWAC take the risks to schoolchildren on the A41 SUP (shared user pathway) seriously there will be another serious accident.

Speedwatch Update

32. There was nothing to report at this meeting.

ISTFF Update

33. There was nothing to report at this meeting.

Air Quality Update

34. Cllr Beckitt will contact CWAC again regarding this issues and report back to the December meeting.

KING GEORGE'S TRUST ITEMS

To approve expenditure for November 2023 was approved.

35. The expenditure set out in Appendix 1

Update of progress with LHPA project

36. As reported earlier in the minutes the Section 106 money of approximately £48,000 towards the costs for re-furbishing the play area, once this is received together with £35,000 earmarked from Parish Council funds applications for outside funding would be submitted.
37. A design for signage directing drivers to additional parking was discussed and it was agreed to investigate the design further and bring it back to the next meeting.

Christleton Sports Club Lease

38. The Sports Club has acknowledged receipt of the Trustee letter regarding the rent review and will be discussing at their meeting in November.

To agree grass cutting schedule for 2024

39. The Clerk will contact the Sports Club to ascertain if they are planning to cut the first field in 2024.

Play Area report for October 2023

40. There was nothing to report at this meeting.

Allotments

To receive report form Allotment Group

41. The Clerk reported that Boughton Heath Allotment Colony has been awarded £5,135.19 Section 106 money from the College of Law developer.
42. The Allotments are now fully occupied and there are only a couple of people on the waiting list.

Finance

To approve expenditure for November 2023

43. The expenditure set out in Appendix 2 was approved:

Online Banking

44. The Clerk confirmed that Cllr Andy Foxhall has been added to the list of signatories for the Council's bank accounts.
45. It was agreed to defer the transition to online banking until a new Clerk is appointed after the retirement of the present Clerk.

Budget Planning for 2023/2024

46. All members were reminded that the budget for the next financial year needs to be considered and they were all asked to bring any ideas they wished to be considered to the next meeting.

Christleton Schools

Update from Christleton High School

47. There was nothing to report at this meeting.

Update from Christleton Primary School

48. It was brought to the attention of the meeting that the footpath in front of the school on Quarry Lane was again in a very poor condition with an overgrown, muddy grass verge making it difficult for pedestrians to navigate.

Action: The Clerk will contact Highways requesting they conduct remedial works urgently.

Monthly Inspection Report

Capesthorpe Road Community Orchard

49. A new perimeter fence is due to be installed in November.
50. There is more tree coppicing works and hard pruning of the shrubs to be conducted in November.

Planit

Update on Planit and TDM Study

51. There was nothing to report at this meeting.

Action Items

PROW Update

52. The Parish Council is awaiting the Consultant's report from CWAC who are withholding the report, which should now be in the public domain.

Action: Cllr Tonge will continue to request that the report be issued without any further delay.

Update on Village Telephone Box plans

53. This matter is ongoing.

Update on Little Heath Road Maintenance Deed

54. This matter is ongoing.

Update on Neighbourhood Planning (NP) project

55. The NP volunteers have been briefed by John Heslewood of Cheshire Action and Andy Thompson's an experienced NP consultant and Bunbury Parish Councillor
56. The forthcoming meeting (Nov 8th) will focus on agreeing the area for the plan and resourcing the activities.
57. The Parish Council approved a joint Christleton/Littleton plan subject to the approval of the Littleton Parish Council. Although the volunteers and Parish Councils will work together on the Christleton/Littleton plan, Christleton Parish Council would have to be nominated as the lead council for the NP.
58. CWAC have pledged their support and have provided some advice.
59. The early steps required are.
- make a formal application to CWAC.
 - apply for funding from Localities.
 - appoint consultancy support to guide and support the implementation.
 - an early Village consultation to confirm content of NP.
 - instructing ACOM to prepare design guide.
 - conducting a Wildlife audit
 - resourcing the content of the plan – preliminary list prepared by volunteers.
 - Housing mix
 - Green spaces and green gaps
 - Landscape
 - Trees and hedgerows
 - Local character
 - Biodiversity
 - Protected views
 - Design
 - Renewable energy/efficiency+
 - Infrastructure
 - Rural development
 - Ecology/wildlife.
60. Could residents register their wish to volunteer with the Parish Clerk by email at clerk@christleton-pc.gov.uk?

Update on footpath at the Pit

61. There was nothing to report at this meeting.

Update on fishing at the Pit query

62. The query from the Littleton resident regarding his enquiry of the rules for fishing at the Pit have now been answered.

Council Vacancies

63. Clerk's Vacancy - It was confirmed that the Clerk will be retiring from the post at the end of December 2023, and it was agreed to advertise the position on the notice boards, the A41 magazine and in the ChALC weekly bulletin.
64. The closing date of applications is 3rd December, and they would be considered at the December meeting; interviews arranged following the meeting.
65. Village Assistant Vacancy – at the time of the meeting one application has been received, this together with any further applications will be considered at the December meeting of the Council.

Review Responsibility Schedule

66. The Responsibility Schedule was circulated to all members and approved.

Review and update CPC Groups & Representatives

67. A review of the CPC Groups and Representatives was discussed, and several changes have been agreed which will be implemented by the Clerk.

Christmas tree for Village

68. It was agreed that the Christmas lights would be displayed in one of the trees on the Village Green rather than erecting a Christmas tree, as there was very little room available now on the Green.
69. Enquiries for an electrical contractor to install the trees will be investigated.

CWAC Budget Consultation

70. All Councillors agreed to respond to this consultation individually.

Cheshire Community Action -Community Growing & Gardening

71. The Clerk brought these events to the attention of the Parish Council.

Information Only Items

72. The Clerk confirmed that the replacement notice board for Haslin Crescent has now been ordered and a contractor appointed to remove the old board and install the new one.
73. Independent Survey for Women and Girls that was circulated to all members, consider how best to bring this and other surveys to the wider public.

Dates of the next meeting: Tuesday 5th December 2023

CPC 07/11/2023

Meeting closed at 9.26 p.m.

APPENDIX 1 KING GEORGES FIELD TRUST PAYMENTS

PAYMENTS	£	Act
Rob Pierce – Groundworks for August 2023	325.00	Open Spaces Act 1906
Gt Boughton Parish Council – Monthly Play Area Inspection	24.00	Open Spaces Act 1906
INCOME - BANK BALANCE @ DATE 20/10/23	3556.71	

APPENDIX 2 FINANCE

ORGANISATION	£	Act
Sue Thwaite – Clerk Expenses – October 2023	90.34	LGA 1972 – Sec 112
Microsoft Office 365 monthly subscription (Sue Thwaite)	83.16	LGA 1972 – Sec 112
Information Commissioner – Data Protection Fee renewal	40.00	LGA 1972 – Sec 112
Sue Thwaite (M & S Gift Card – leaving present for Village Asst)	100.00	LGA 1972 – Sec 112
CPRE – Membership renewal fee	36.00	LGA 1972 – Sec 112
JDH Business Services Ltd – DATA Protection Services 2023/24	9.07	Small Holding & Allotment Act 1908
WaterPlus – water charges for Allotments	239.41	Small Holding & Allotment Act 1908
Mr M Hodgkinson – waste skip for allotments	395.00	Open Spaces Act 1906
Rob Pierce – Groundworks October 2023		
No Prior Approval Payments		
Sue Thwaite Clerk – Salary and add hours for October 2023	735.41	LGA 1972 – Sec 112
HMRC – PAYE & NICS for 2023	206.27	LGA 1972 – Sec 111
Christleton Methodist Church – Rom Hire	72.00	LGA 1972 – Sec 112
Bank Balances – @ 21/10/21		
H/I Account	163,624.01	
Current A/C	100.16	
Dredging A/C	16,211.91	

Unapproved/Unsigned Draft Minutes