

# Little Stanney & District Parish Council

## COUNCIL SUMMONS

Dear Member

You are HEREBY SUMMONED to attend a meeting of the Council to be held in **LITTLE STANNEY VILLAGE HALL** on **TUESDAY, 25 MARCH 2014** at 7.30pm for the purpose of transacting the business set out on the agenda below



Parish Clerk  
18.03.14

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**Members of the public and the press are welcome to attend for the “Part 1” section of the agenda. Any reports in “Part 2” contain confidential information and only Councillors and the Parish Clerk can be present.**

If you have any general enquiries about the meeting, please contact: Pauline English, Clerk to the Parish Council (Tel: 0151 339 1405, e-mail: engy02@ntlworld.com).

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### AGENDA

**1 APOLOGIES FOR ABSENCE**

**2 DECLARATIONS OF INTEREST**

Members are invited to declare any personal or prejudicial interests they may have in any item on this agenda, subject to the rules regarding disclosure contained in the Members’ Code of Conduct

**3 OPEN FORUM**

Members of the public are invited to raise issues not dealt with elsewhere on the agenda. The maximum time allowed is 30 minutes, subject to the Chairman’s discretion.

**4 MINUTES AND MATTERS ARISING**

To confirm the Minutes of the meeting of the Council held on 8 January 2014 as a correct record (copy attached) and to consider any matters arising from the Minutes which are not dealt with as separate items elsewhere on this agenda.

**5 PLANNING**

**(1) Applications:**

14/00777/FUL	Replacement roof to outbuilding, including the raising of the roof, and installation of new openings at Plum Tree Cottage, Wervin Road, Wervin, Chester CH2 4BP - As the deadline for response was before the date of the next Parish Council meeting, in accordance with Minute 13.36(2) the Clerk had responded to this application and had raised no objections.
14/00675/FUL	Single storey front extension at 14A Stanney Lane, Little Stanney, Chester CH2 4HT – As the deadline for response was before the date of the next Parish Council meeting, in accordance with Minute 13.36(2) the Clerk had responded to this application and had expressed concerns about the proposed extension blocking light from Rose Cottage, the neighbouring property.
14/01031/AGR	Steel portal frame fodder and machinery store at Bridge Farm, Croughton Road, Croughton CH2 4DA
14/01034/FUL	First floor side extension with small two storey element to front at Ashwood Cottage, Picton Lane, Wervin, Chester

**(2) Decisions:** The following applications have been decided since the last meeting.:

13/04923/FUL	Change of Use of agricultural buildings to 3 residential units with car port on land adjacent to Church Farm, Church Lane, Stoak, Chester CH2 4HP - PERMISSION
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13/05178/FUL	Change of Use of outbuilding to form two dwellings with associated garages at Stanney House, Shotwick-Frodsham Road, Little Stanney, Chester CH2 4HZ – PERMISSION
13/03568/FUL	Proposed new access road from the A5117 to the British Pipeline Agency at Little Stanney Pump Station, Stanney Mill Lane, Chester, Cheshire - PERMISSION

Details of the above applications/decisions are available on the Cheshire West & Chester website <http://pa.cheshirewestandchester.gov.uk/online-applications/>

(3) **Cheshire West and Chester Local Plan:** Kevin Ward BA (HONS) MRTPI has been appointed to conduct the examination to determine whether the Local Plan is sound. A Pre-Hearings Meeting has been arranged for Friday 4 April 2014 in Chester Town Hall to discuss the management of the Hearings and various procedural and administrative matters. It will not involve any debate or consideration of the merits of the Plan or any of the representations that have been made. Parish Councils are invited to attend.

(4) To deal with any other planning matters.

## 6 HIGHWAYS, RIGHTS OF WAY AND STREETSCENE

(1) **Update on outstanding issues including:**

Street Naming

Flooding

Drainage in Stoak

Speed Limits

Waiting Restriction sign outside School House

White stakes outside Orion, Whitby Lane

(2) Any other Highway, Rights of Way or Streetscene issues.

## 7 PLAYING FIELD AND NATURE PARK

(1) **Picnic Bench:** The new picnic bench has been ordered and a provisional delivery date of 14 April 2014 has been given.

(2) Any other issues relating to the Playing Field and/or Nature Park.

## 8 CHESHIRE WEST AND CHESTER COUNCIL

(1) **Future Arrangements for Town/Parish (Local) Council Elections:** Cheshire West and Chester Council (CWaC) has decided that it can no longer subsidise the full cost of Parish Council elections. With effect from 1 April 2014 local councils will be recharged some of the costs for holding combined elections. A fixed rate per elector is being proposed which means that local councils will know in advance how much a combined election will cost and will be able to budget accordingly. An Uncontested Election will cost £165.00 (admin fee) plus Returning Officer fee based on the number of electors (£16 per 1000 electors or part). A Contested Election will cost 85p per elector with a minimum charge of £547.50 (£500 admin fee plus the Returning Officer fee of £47.50). The maximum amount recharged will be based on 2750 electors (£2337.50). As there is no scheduled local election in 2014, these charges will come into effect for the 2015 elections and will need to be taken into account when setting the budget for 2015-16.

(2) **CWaC Enforcement Policy Consultation:** CWaC is inviting views on proposed changes to the Council's Enforcement Policy to reflect current legislation, guidance and best practice. The Enforcement Policy sets out the Council's general approach to enforcement, so that residents, organisations and visitors to the borough know what to expect. It also provides staff and contractors employed by the Council with a framework of general operating principles, to ensure consistency of approach. Recognising the need to balance effective service delivery and the needs of the local community, the Council is keen to hear views on the overall policy and on the two key issues of Issuing Fixed Penalty Notices (FPNs) to juveniles as a means of

dealing with low level offences such as dog fouling and littering, as an alternative to prosecution or simple caution. (This will be a last stop measure) and; Introducing targeted, non-uniformed enforcement operations in areas where dog fouling and littering have been reported by residents as problematic. As well as the online and paper version consultation, there will be a series of focus group sessions with younger people and community groups. All members of the public, Town and Parish Councils, and interested parties are invited to share their views, which will be considered prior to a final decision being made in June 2014. The deadline for online questionnaires is 30 March 2014 and for postal questionnaires is 4 April 2014. The consultation and related documents can be accessed via the following link:

[http://www.cheshirewestandchester.gov.uk/your\\_council/consultations\\_and\\_petition/s/council\\_consultations/council\\_enforcement\\_policy.aspx](http://www.cheshirewestandchester.gov.uk/your_council/consultations_and_petition/s/council_consultations/council_enforcement_policy.aspx).

- (3) **Local Councils' Assembly:** The annual Local Councils' Assembly will be held on the evening of Wednesday 26 March 2014 at Chester Town Hall. The evening will begin at 6.00pm with light refreshments (tea, coffee, sandwiches) and an opportunity for networking with other Local Council representatives, CWaC Members and officers and some partner organisations. The programme for the evening will focus on the Council's *Blueprint for Change, the review of the Local Councils Charter*, and other current items of interest including New Homes Bonus and Locality Working. Parish Councils are invited to nominate three representatives to attend the Assembly.
- (4) **Launch of new Locality Website:** A new locality website is to be launched by CWaC next month and can be viewed now at: [www.yourwestcheshire.co.uk](http://www.yourwestcheshire.co.uk). The site replaces Talking West Cheshire and has four separate sections– Your Chester, Your Ellesmere Port, Your Northwich and Winsford, and Your Rural Life. Each section contains information and opportunities about localities and is a central point for the latest job opportunities from local public sector partners – the Council, Cheshire Police, Cheshire Fire and Rescue Service and the Police & Crime Commissioner for Cheshire. Visitors to the site can sign up to receive updates relevant to their area by phone, text or email through the new Neighbourhood Alert system.
- (5) **Community Governance Review:** The draft recommendations for Backford, Caughall and Chorlton-by-Backford Parish Council have been published and are to be considered by the Community Governance Review Committee on 25 March 2014. One of the recommendations is that Woodcroft, Strawberry Farm, Strawberry Mead and Trade Winds be transferred from Chorlton-by-Backford parish to Little Stanney parish; which is the recommendation made by Little Stanney & District Parish Council.

## **9 THE LEGISLATIVE REFORM (PAYMENTS BY PARISH COUNCILS, COMMUNITY COUNCILS AND CHARTER TRUSTEES) ORDER 2014**

The Order removes the statutory requirement in Section 150(5) of the Local Government Act 1972 that cheques and payment orders must be signed by two members of the parish council. Further information and advice on the implementation of the Order is awaited.

## **10 CONSULTATION ON A DRAFT TRANSPARENCY CODE FOR PARISH AND TOWN COUNCILS WITH A TURNOVER NOT EXCEEDING £25,000**

The Local Audit and Accountability Act 2014 sets out a new audit framework for local public authorities which are currently covered by the Audit Commission regime. Under the new framework local councils with an annual turnover not exceeding £25,000 will be exempt from routine external audit. They will be subject to the new transparency requirements laid out in the draft Code. This consultation asks questions on the content and application of a draft audit-substitute transparency code for local councils. The proposed code will be mandatory for local councils, but will not apply to parish meetings. The Government believes this will ensure local electors have access to the documents and information previously seen by the Internal Auditor; will not replace or supersede the existing legal framework for access to public information; may include a

threshold of expenditure for specific items, over which individual items must be published. DCLG is also asking for an estimate of staff time and resources to meet the obligations of the proposed code. The full consultation document can be downloaded at <https://www.gov.uk/government/consultations/draft-transparency-code-for-parish-councils>. Responses are requested by 22 April 2014.

#### 11 HIGH SPEED BROADBAND

A copy of the latest Connecting Cheshire Project Update is attached. Councillor Glazzard will report on progress at the meeting.

#### 12 INCE PARK COMMUNITY FORUM

At the last meeting in January 2014 it was reported that a Scoping Report for the revised Phase 1 of the scheme should be submitted shortly and the full planning application will be submitted approximately five weeks after that. Phase 1 will include the Environmental Mitigation Scheme, plots 2/3/4 and the biomass plant. The planned scheme will have improvements to Grinsome Road but at this stage no berth or rail link. A revised marketing website and campaign will be launched shortly concentrating on energy related facilities. The port and rail facilities may eventually come in under Phase 1 but that will depend on the demand from potential tenants of the Park. A dialogue is currently being held with potential operators of the biomass plant, which is small enough to be able to run on wood sourced from waste wood sources. Discussions are being held with parties to replace Covanta. The next meeting will be held in April 2014.

#### 13 PUBLICATIONS

Publications received to date are:

- (1) *ChALC News – January 2014*
- (2) *CWaC Bulletin for Local Councils – March 2014*

#### 14 FINANCE

(1) **Village Hall Hire Rate:** The Parish Council has been informed that from April 2014 the hourly rate for hiring the Village Hall will be increased to £12 (previously £10). As the Parish Council has increased its monthly meetings from six to 12, and given that each meeting last for two hours, this would potentially increase the cost to the Parish Council from £120 a year to £288 a year. The Village Hall Committee have been asked whether an annual fee can be agreed, as meetings are likely to be shorter under the new arrangements and may not be required at all in some months. A fee of £200 has been suggested and a response is awaited.

(2) **Payments:** To approve the payment of salaries/wages and expenses and invoices for goods received and services rendered:

Cheque No		Amount
91	G Povey (Amenity Cleaner)-expenses January 2014	38.45
92	G Povey (Amenity Cleaner)-expenses February 2014	37.80
S/O	Parish Clerk-salary March 2014	118.72
S/O	G Povey (Amenity Cleaner)-wages March 2014	242.67
93	M J Jones-Grass Cutting Playing Field 2013	250.00
94	G Povey (Amenity Cleaner)-expenses March 2014	t.b.c
95	Parish Clerk-expenses March 2014	32.40
96	HMRC-Income Tax January-March 2014	271.10

(3) **Receipts:** To note any receipts

Bank Interest – 31 March 2014	t.b.c.
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(4) **Other financial matters** To consider any other financial matters

#### 14 URGENT BUSINESS

In accordance with Standing Order 6(21) the Chairman may rule that an item(s) of business should be considered as a matter of urgency if it cannot await the next scheduled meeting of the Parish Council.

**15 NEXT MEETING – Annual Parish Meeting - Tuesday 22 April 2014 at 7.30pm at Little Stanney Village Hall.**