

# Little Stanney & District Parish Council

**Minutes of the Parish Council meeting** held on Tuesday 22 April 2014 at 7.30pm at Little Stanney Village Hall

**PRESENT:** Councillors Roy Greenwood (in the Chair), David Astbury, John Glazzard John Jones, Clive Lipscombe, Peter Mountford and Martin Roberts. In attendance were Councillor Graham Heatley, Ward Councillor CWaC, and Mrs Pauline English (Parish Clerk). There was one members of the public present.

## 14.31 APOLOGIES FOR ABSENCE

Apologies were received from Judith Thomas

## 14.32 DECLARATIONS OF INTEREST

None

## 14.33 OPEN FORUM

No matters raised

## 14.34 MINUTES AND MATTERS ARISING

It was RESOLVED that the Minutes of the meeting of the Parish Council held on 25 March 2014 be confirmed as a correct record.

## 14.35 PLANNING AND LICENSING

### (1) **Planning Applications Received:**

14/01319/AGR	Demolition of existing building and replacement steel portal framed building at Kennel Farm Buildings, Wervin Road, Wervin, Chester, Cheshire – the Parish Council had no objections
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### (2) **Decisions:** The following decisions were noted.

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 - 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

### (3) **Awaiting decision:**

14/01034/FUL	First floor side extension with small two storey element to front at Ashwood Cottage, Picton Lane, Wervin, Chester
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### (4) **Proposed Base Station Installation, Stanney Lane, Little Stanney:** Vodaphone Limited had entered into an agreement with Telefonica UK Limited to jointly operate and manage a single network grid across the UK through Cornerstone Telecommunications Infrastructure Ltd (CTIL). They had identified the need for an upgrade to their radio base station on Stanney Lane, Little Stanney to provide improved technical provisions, greater capacity and coverage in the area. Upgrading an existing site was preferred from a planning perspective. The Parish Council had no objections.

### (5) **Strutt & Parker – Neighbourhood Planning Services:** Strutt & Parker had written to Parish Councils setting out the services they could offer in relation to Neighbourhood Planning. Some time ago Councillor Heatley had asked whether the Parish Council would be interested in joining with Elton and Thornton-le-Moors Parish Councils to produce a Parish Plan or Neighbourhood Development Plan. The Parish Council had expressed interest in doing this, but had heard nothing further on the subject. It was resolved that this letter be given to Councillor Heatley with a request for an update on his proposals for preparing a Parish / Neighbourhood Development Plan for the Elton area. As he was present at the meeting, Councillor Heatley told the Parish Council that neither Elton nor Thornton-le-Moors Parish Councils had shown interest in preparing a Plan and that the proposal had been put on the back burner for the time being.

- (6) **DCLG Consultation “Planning Performance and Planning Contributions”:** The Autumn Statement 2013 had included a commitment to consult on a new threshold for designating local planning authorities as underperforming, and on a proposed new 10-unit threshold for section 106 planning obligations policy. The second part of this consultation by the DCLG proposed to introduce a 10-unit and 1,000 square metres gross floor space threshold for affordable housing contributions through section 106 planning obligations in order to aid the delivery of small scale housing sites (excluding Rural Exception sites). Comments were requested by 4 May. It was resolved that the Parish Council should make appropriate comments relating to the provision of affordable housing in rural areas.

#### **14.36 HIGHWAYS, RIGHTS OF WAY AND AMENITY CLEANING**

- (1) Update on outstanding issues:

- (1) **Street Naming:** Councillor Astbury reported that things were progressing with regard to the provision of outstanding street signs and that there would be more to report at the next meeting. It had been agreed that the “missing link” between the M53 motorway and Longlooms Road was to be named Old Farm Way.
  - (2) **Drainage in Stoak:** The Clerk had asked CWaC to clear the weeds growing from the drains at the top of Croughton Road. Councillor Heatley was to meet with Steve Marks, CWaC Highways, and would raise this issue with him personally.
  - (3) **Speed Limits:** Both Rake Lane and Wervin Road were on CWaC’s list for investigation for the potential introduction of speed limits. The Parish Council discussed how funding might be raised to enable these projects to proceed. Councillor Heatley was asked to investigate the possibility of the Parish Council being allocated some S106 money.
  - (4) **Waiting Restriction sign outside School House:** The waiting restriction should have been advertised, but it was not clear whether this had been done. The Clerk would contact Andy Raynor, CWaC Highways, again to an update on progress.
  - (5) **Bridleways:** There was some concern about fly-tipping and other activities on the bridleway off Little Stanney Lane and it had been suggested that the gate should be kept locked to prevent unauthorised access by vehicles. The farmers using the bridleway would be given keys and it was thought that there was sufficient space at the side of the gate for access by horses. The Clerk had asked for a site meeting with Pete Atkinson from the Greenspace Team to discuss this and other bridleways in the parish.
- (2) **Boundary Trees and Shrubs, Little Stanney Lane/Croughton Road:** Both letters and emails have been sent to the Chester and District Housing Trust (now Sanctuary Housing) regarding the overgrown condition of the trees and shrubs around the boundary of their site bordering Croughton Road without any response being received. However, Councillor Jones had seen one of their operatives working in the area and had tackled him about the issues, following which an email had been received to say that the work had been scheduled and should take place within the next eight weeks. A request had also been made for the boundary fencing at the back of Bunbury Close to be inspected and made good where necessary.

#### **14.37 PLAYING FIELD AND NATURE PARK**

- (1) **Picnic Bench:** The new picnic bench had been delivered as a flat pack, which was not what was expected. Fortunately, Councillor Jones had been able to get it unloaded and would arrange for it to be assembled and sited on the Nature Park. The old bench had been removed from the site.
- (2) **SeeSaw:** The bolts holding the head on the SeeSaw had come loose. The Clerk had arranged for the equipment to be inspected and repaired by Play & Leisure.

#### **14.38 CHESHIRE WEST AND CHESTER COUNCIL**

- (1) **Local Councils’ Assembly:** The annual Local Councils’ Assembly had taken place on Wednesday 26 March 2014 at Chester Town Hall. The Chairman, Councillor

Astbury and the Parish Clerk had attended. The evening had started with an over long presentation by Steve Robinson, Chief Executive of CWaC, entitled “*Blueprint for the Future*”. This was followed by a presentation entitled “*Empowered Communities*” from Lynn Riley, Executive Member for Localities. Jackie Weaver, Chief Executive of ChALC, explained how the Association could help parishes by providing help and support on a number of issues, and Sonja Rewhorn, Deputy Chief Officer, then looked at the existing Local Councils’ Charter. The short round table discussion focussed on what parishes would like to see in a new Charter. The evening’s presentations had ended with one from Mike Jones, Leader of the Council, entitled “*Leading the Way*”. A 15-minute question time followed and the Lord Mayor of Chester, Councillor Jill Houlbrook, had ended the evening with some brief closing remarks.

(2) **Community Governance Review:** On 25 March 2014 CWaC’s Community Governance Review Committee had resolved to make the following recommendation to Council in respect of the Community Governance Review of Backford & District as part of a long list of changes:

(1) the boundary of the existing parish of Chorlton-by-Backford be redrawn to the north to transfer Woodcroft, Strawberry Farm, Strawberry Mead and Trade Winds from Chorlton-by-Backford parish to Little Stanney parish;

The proposals were currently out to consultation and views were being sought from interested parties prior to the recommendations being finalised for approval by the Council. It was resolved that the Parish Council should make a formal comment that they were in favour of the recommendation.

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

As reported at the last meeting, the Order removed 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 had now been made available and the Parish Council discussed how it wished to implement the changes, including appropriate amendments to Financial Regulations. One of the options available was to pay by BACS transfer where this option was available, thus saving on postage. It was resolved that, where possible, payments should be made by BACS and a schedule showing these transactions should be signed by two authorised signatories and kept with the invoices.

#### **14.40 HIGH SPEED BROADBAND**

A copy of the latest Connecting Cheshire Project Update had been circulated. Councillor Glazzard reported that there had been no further progress since the last meeting.

#### **14.41 INCE PARK COMMUNITY FORUM**

The next meeting was due to be held on Wednesday 30 April at 7.30pm at the Ellesmere Port Boat Museum. It had been reported at the last meeting that planning applications were due to be submitted and the Parish Council had been advised of three relating to formal scoping opinions relating to S73 applications for variations of condition on previously approved applications. The intention was for the development to go ahead without the dock and rail links. Further information would be available after the meeting on 30 April.

#### **14.42 PUBLICATIONS**

Publications received to date are:

(1) *ChALC Newsletter – April 2014*

#### **14.43 FINANCE**

(1) **Village Hall Hire Rate:** The Village Hall Committee had considered and approved the Parish Council’s proposal of a flat rate for the hire of the Village Hall of £200 for the coming year. They had agreed that this would cover 12 meetings if required and that meetings could take up to two hours. They had suggested that the Parish Council makes four quarterly payments of £50 in April, July, October and January. Under the new financial regime, this could be done by BACS transfer. The Parish Council resolved to approve these arrangements.

- (2) **Audit:** The date appointed for local residents to inspect the accounts and make copies of the annual return and all documents relating to the Accounting Statements was 27 May 2014 until 23 June 2014. The internal audit was to be conducted on 8 May, following which the Parish Council would be asked to approve the submission of the Annual Return to the external auditor, BDO LLP.
- (3) **Payments:** With the repeal of Section 150(5) of the Local Government Act 1972 by The Legislative Reform (Payments by Parish Councils, Community Councils and Charter Trustees) Order 2014, Parish Councils were now able to make payments electronically subject to proper controls being put in place. It was resolved that, where possible, the Parish Council should make payments by BACS and that Standing Orders and Financial Regulations should be amended accordingly. A schedule would be produced and signed by two authorised signatories to authorise the payments. The following payments were approved:

Cheque No		Amount
BACS	G Povey (Amenity Cleaner)-expenses April 2014	48.15
S/O	Parish Clerk-salary March 2014	123.20
S/O	G Povey (Amenity Cleaner)-wages March 2014	242.67
BACS	Parish Clerk – expenses April 2014	28.47
BACS	Cheshire Association of Local Councils – affiliation fee	120.00
BACS	Cheshire County Playing Fields Association – membership fee	18.00
BACS	Cheshire Community Action	20.00
BACS	Stoak and Stanney Community Association-Village Hall 1 <sup>st</sup> payment	50.00

- (4) **Receipts:** The following receipts were noted:

Cheshire West and Chester Council – precept and CTRS payment	7,614.00
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#### 14.44 URGENT BUSINESS

There were no items of urgent business brought forward under Standing Order 1(18).

#### 14.45 NEXT MEETING

**Annual Meeting** - Tuesday 27 May 2014 at 7.30pm at Little Stanney Village Hall