



Little Stanney & District Parish Council

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COUNCIL SUMMONS

Dear Member

You are HEREBY SUMMONED to attend the Meeting of the Council to be held on **Tuesday 26 January 2021** at **7.00pm** by Zoom Video Conferencing for the purpose of transacting the business set out below

Parish Clerk
19 January 2021

If you wish to join the meeting please contact the Chairman of the Parish Council on michaeltodd180@icloud.com to be sent the link.

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)

AGENDA

1 APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST

2 CHESHIRE OAKS

Paul Sutton, Deputy Centre Manager of Cheshire Oaks Designer Outlet, and Andy Raynor, Principal Engineer – Environment and Communities, Cheshire West and Chester Council will join the meeting to discuss how traffic was managed over the Christmas and New Year period.

3 PUBLIC SPEAKING TIME

4 MINUTES

To approve the Minutes of the meeting held on 15 December 2020

5 PLANNING

(1) Applications

Application No.	Application details	Comments by
20/04644/FUL	Conversion of existing outbuildings into 6 dwellings and erection of two garage blocks on land at Little Stanney Lane, Stoak, Chester	29 January 2021

(2) Decisions taken by Cheshire West & Chester Council (CWaC)

Application No.	Application details	Decision
20/02145/FUL and 20/02146/LBC	Erection of ground floor extensions, internal and external alterations including change of use to provide offices at first floor, installation of external cold room, bin store and log store, reconfiguration and extension of customer car park, reconfiguration of deliveries and staff parking area, installation of new external escape stair, replacement plant and new landscaping works at The Rake, Rake Hall, Rake Lane, Little Stanney, Chester CH2 4HS	APPROVED

(3) **Bridleway off Whitby Lane:** Following from Minute 20.57 (15 December 2020) Councillor Hartshorn has provided the Clerk with a copy of the correspondence between himself and Ms Jennifer Weigh of CWaC. His concerns mainly related to the clearing of trees and undergrowth and the erection of a barbed wire fence with gate and double gate giving access to Whitby Lane. Ms Weigh had confirmed that this work was not part of the 2018 application, nor did it feature in application 19/02424/FUL or 20/01770/NMA which referred to the existing track further down Whitby Lane. Ms Weigh explained that the clearing of trees and shrubs would not have required consent from CWaC as the site was not within a conservation area and the

trees were not protected by a TPO. However, the fence and gate, depending on their height, might require planning permission. If the gate and fence were adjacent to a highway they could be up to 1 metre in height, if they were not adjacent to a highway they could be up to 2 metres in height. She had contacted the Public Rights of Way team who had confirmed that there were currently two lots of work that had been/were being undertaken on this site. CWaC, as highway authority, had undertaken some vegetation clearance along the full length of the bridleway following a complaint. As part of improvement works a gate was to be replaced at the eastern end and retractable bollards would be installed at the junction with Whitby Lane to prevent vehicles from accessing the lane. A meeting had been held between a CWaC Officer and the owners of the land to the west of the bridleway to discuss maintenance arrangements. Ms Weigh had been told that the landowners intended to re-fence their boundary, clear out the ditch between their land and the bridleway and carry out clearance works within the copse in the north-east corner of their plot. No mention had been made of new gates or new fencing. However, the PRoW Officer had confirmed that they posed any threat to legitimate users of the path.

Councillor Hartshorn shared this information with the other Parish Councillors by email after the meeting. The Clerk has also received information relating to this site from Richard Ankers of the Public Rights of Way Unit at CWaC. The information received is as follows:

In terms of the works being undertaken by the Council, they have been completed following a complaint from a member of the public. The works that the Council's contractor has been asked to complete are as follows (from Poplar Hall Lane to Whitby Lane):

- Replace the existing gate at Poplar Hall Lane with a 2 in 1 gate (<https://centrewire.com/products/york-2-in-1/>). The main gate is to be padlocked (keys can be provided as necessary for those who require legitimate access) to ensure unauthorised access is prevented, but pedestrian, bicycle and horse access (befitting a Public Bridleway) is maintained through the smaller gate;
- For the first 300m (alongside the M56) vegetation hanging into the Bridleway to be cleared back to the boundary fence with the M56 and then 1m on the opposite side of the Bridleway to provide a uniform width;
- From the M56 up to Whitby Lane overhanging vegetation should be cleared to provide a uniform width of 2.5m and a height of 3m. Any wet/sunken areas along this stretch are to be dug out and backfilled with stone, which is to be suitably levelled, rolled and compacted; and
- At the junction with Whitby Lane retractable bollards are to be installed and secured in place with padlocks (as with the gate at the opposite end of the route keys can be provided if legitimate access is required) to prevent unauthorised access.

In terms of any other works being undertaken I am assuming that they are being completed by one of the adjacent landowners (with land adjacent to Whitby Lane, including the copse at the northern end) with whom I (Richard Ankers) have had a recent site meeting to discuss their proposals. As far as I am aware it is their intention to re-fence land within their ownership (which I believe includes the copse at the northern end of the site) and clear the ditches in between their land and the Bridleway to improve the drainage of their land in general.

The Parish Council is asked whether they wish to pursue this matter further.

6 HIGHWAYS, RIGHTS OF WAY AND AMENITY CLEANING

7 PLAYING FIELD AND NATURE PARK

8 PROTOS COMMUNITY FORUM

9 REPLACEMENT NOTICE BOARD

To consider options for replacing the Notice Board on the Strawberry Roundabout which has reached the end of its useful life.

10 FINANCE

(1) To note expenditure since the last meeting

Date	Method	Description	Amount
24.12.20	BACS	Krystal Hosting – hosting website	47.99
29.12.20	SO	Parish Clerk – salary December	189.70
29.12.20	SO	Amenity Cleaner – wages December	322.40
29.12.20	BACS	Amenity Cleaner – expenses December	33.50
29.12.20	BACS	HMRC-Income Tax	891.00
29.12.20	BACS	Parish Clerk – expenses December	116.08
31.12.20	Bank	Service Charge	18.00
19.01.21	BACS	J Jones – Playing field mowing, Nature Park hedge trimming and petrol	398.00

(2) To note income since the last meeting: None

(3) To note the balance in the bank as at 26 January 2021

(4) To consider the Parish Council's budget for 2020/21 and to decide the amount of precept required to meet this budget.

It is RECOMMENDED that:

- a) the Clerk's salary be increased to SCP23 (£14.42 per hour) from 1 April 201 and any subsequent increase be backdated to 1 April.
- b) the monthly fixed payment of £10 to mitigate the costs of having the Parish Council's registered office at the Clerk's home be agreed for 2021-22;
- c) the rate per mile for casual use of own transport by both employees and Councillors on Parish Council approved business should remain at 45p per mile;
- d) the Amenity Cleaner's wage from 1 April 2021 be increased to the amount agreed by Cheshire West & Chester Council as the local living wage and his hours of work remain at ten per week;
- e) the budget for 2021/22 be agreed;
- f) the precept be set at £x,000 (a Band D payment of £x per annum);

11 2021 CENSUS

The Census for 2021 will take place on Sunday 21 March 2021. Mr Graham Povey (not the Parish Council's Amenity Cleaner) has been appointed by the ONS as the Census Engagement Manager for Cheshire West and Chester. His role is centred on building relationships and engaging with local communities to ensure that everyone can participate in the census and be counted. He is trying to reach out to those in our community who might, for various reasons, have barriers to participation in the census, to help explain the purpose behind the census and to help them to take part. He has asked for the Parish Council's help in communicating positive and helpful census messaging via the usual channels of communication - website, newsletter etc - between now and the end of March. A Councillor handbook is attached which explains in more detail the role that local Councillors can play in helping to deliver a successful census. Mr Povey is happy to provide Councillors with any further information that is required about the Census and the Parish Council's role in publicising the process.

12 ITEMS FOR INFORMATION/NEXT MEETING

13 DATE AND TIME OF NEXT MEETING

Tuesday 23 March 2021 at 7.00pm by Zoom Video Conferencing