



# Little Stanney & District Parish Council

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Minutes of the meeting of the Parish Council held on Tuesday 26 January 2021 by Zoom Video Conferencing

**PRESENT:** Councillors Mike Todd (in the Chair), David Astbury, Linda Carter, Paul Carter, John Glazzard, Roy Greenwood, Peter Hartshorn, John Jones and Judith Thomas

In attendance: Mrs Pauline English (Parish Clerk), Paul Sutton (Deputy Manager, Cheshire Oaks Designer Outlet) and Andy Raynor, Principal Engineer-Environment and Communities, Cheshire West & Chester Council (CWaC).

## **21.01 APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST**

Councillor Clive Lipscombe

Councillor Peter Mountford was not present

Councillor Linda Carter declared an interest in Planning Application 20/04644/FUL (Conversion of existing outbuildings into 6 dwellings and erection of two garage blocks on land at Little Stanney Lane, Stoak, Chester) as she was the owner of the property. She left the meeting and took no part in the discussion.

## **21.02 CHESHIRE OAKS TRAFFIC MANAGEMENT**

The Chairman welcomed Paul Sutton, Deputy Manager, Cheshire Oaks Designer Outlet and Andy Raynor, Principal Engineer-Environment and Communities, Cheshire West & Chester Council (CWaC) to the meeting.

Mr Dutton reported that the peak traffic management plan had worked effectively following the re-opening of the Designer Outlet on 15 June and 2 December, although the normal volume of traffic through these periods was not seen due to the pandemic. Capacity at the centre had been reduced to 64% of the overall spaces as part of the strategy to maintain effective social distancing measures. The Centre continued to work with partners including CTM, Cheshire Police, Cheshire West and Chester council and Highways England. A new strategic plan was delivered throughout this period in the way the car parking spaces had been filled. Once a date for re-opening following the current lockdown had been given, the Peak Traffic Management plan would continue to be delivered through 2021.

With regard to Cheshire Oaks traffic management, Mr Raynor explained CWaC's role in providing additional support to the Designer Outlet, in line with what was provided at the end of the first lockdown in the summer when it was expected that visitor numbers would be high. As the periods in June and December fell outside the normal peak traffic management plan, CWaC had provided the means for the Outlet to use their backup when necessary. In December, although CWaC was not aware that the volume of visitor numbers was sufficient to require the intervention of the traffic management operatives, it was considered best to be prepared. They had also provided the no waiting cones in Stanney Lane again in case parking became a problem in the road. CWaC would continue to work closely with the Designer Outlet once the plans for lifting the current lockdown became clearer.

The opportunity was taken by the Parish Council to raise the closure of Little Stanney Lane due to flooding and that Stoak village had not been given any advanced warning of the closure. Residents were inconvenienced by having a diversion of up to two miles by car to reach shops and other facilities. For those without private transport, there was no way of leaving the village as travel by public transport had ceased. It was explained that during Storm Christoph the Highways Service had been inundated with calls relating to flooding and had implemented dozens of road closures across the Borough. Unfortunately, due to the volume of enquiries requiring response during the storm event, it had not been possible to provide advanced signing everywhere. With regards to the inconvenience of a diversion, whilst this was regrettable it was hoped that the travelling public would appreciate the immediate response required in having to close roads during a live storm event.

A member of the Parish Council made reference to Stoak village still being cut off by flooding and having had no response to service requests submitted to CWaC. Mr Raynor replied that service requests should be responded to and he would check the status of these the following day

### 21.03 PUBLIC SPEAKING TIME

No public present

### 21.04 MINUTES

The Minutes of the meeting held on 15 December 2020 were confirmed as a correct record.

### 21.05 PLANNING

#### (1) Applications

*Councillor Linda Carter declared an interest in this application as it related to her property and she left the meeting*

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

Whilst the Parish Council was not against this development concern was expressed about drainage, the potential increase in traffic on the roads leading into the development, and the proposed access point into the development. It was suggested that the embankment opposite the development should be lowered to improve visibility. This site was owned by Sanctuary Housing. The Clerk would contact them to seek their views on this suggestion.

*Councillor Linda Carter returned to the meeting*

#### (2) Decisions taken by Cheshire West & Chester Council (CWaC) were noted, as follows

Application No.	Application details
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 had 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 had shared this information with the other Parish Councillors by email after the meeting. The Clerk had also received information relating to this site from Richard Ankers of the Public Rights of Way Unit at CWaC. The information received was as follows. In terms of the works being undertaken by the Council, they had been completed following a complaint from a member of the public. The works that the Council's contractor had been asked to complete were (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 it was assumed that they were being completed by one of the adjacent landowners (with land adjacent to Whitby Lane, including the copse at the northern end) with whom a recent site meeting had been held to discuss their proposals. It was believed that their intention was to re-fence land within their ownership, including the copse at the northern end of the site, and clear the ditches between their land and the bridleway to improve drainage of their land in general.

It was RESOLVED to seek a socially distancing site meeting with CWaC Officers and the site owners.

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

See Minutes 21.02 and 21.05 above.

Councillor Hartshorn praised the excellent work of the Council's Amenity Cleaner, Graham Povey.

#### **21.07 PLAYING FIELD AND NATURE PARK**

Both of these sites were currently under water. Nothing further to report.

#### **21.08 PROTOS COMMUNITY FORUM**

Nothing to report.

#### **21.09 REPLACEMENT NOTICE BOARD**

Councillor Hartshorn had been tasked with the recommendation of a company to provide a new Notice Board to be sited on the corner of Whitby Lane and the A5117 (Strawberry roundabout). He had received quotations from three companies and had selected the Parish Notice Board Company as the most suitable. The price quoted was £545 + £40 delivery + VAT (which was recoverable). The two Ward Councillors had agreed to meet the net cost between them from their Member's budget. It was RESOLVED that Councillor Hartshorn should forward details to the Clerk who would place the order and request the contribution from the Member's budgets.

## 21.10 FINANCE

Councillors discussed the proposed budget for 2021-22 and agreed the amount that should be requested from CWaC by way of precept. It was RESOLVED that:

- (1) The following expenditure since the last meeting be noted:

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 trim and petrol	398.00

- (2) The balance in the bank at 28 January 2021 be noted as £16,319.93
- (3) the Clerk's salary be increased to SCP23 (£14.42 per hour) from 1 April 2021 and any subsequent increase be backdated to 1 April.
- (4) 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;
- (5) 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;
- (6) 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;
- (7) the budget for 2021/22 be agreed;
- (8) the precept be set at £10,000 and CWaC be notified accordingly (a Band D payment of £49.53 per annum).

## 21.11 2021 CENSUS

The Census for 2021 was to take place on Sunday 21 March 2021. Mr Graham Povey had been appointed by the ONS as the Census Engagement Manager for Cheshire West and Chester. He was trying to reach out to those in the 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 was asking for the Parish Council's help in communicating positive and helpful census messaging via the usual channels of communication between now and the end of March. This was approved.

## 21.12 ITEMS FOR INFORMATION/NEXT MEETING

- (1) The Clerk informed Councillors that CWaC was currently consulting on a proposed Waste Strategy which would shape how the Council would deliver waste services over the next 10 years. The new strategy was being prepared to ensure that their vision and priorities reflected the needs of communities and were aligned to emerging national plans and policies, as well as helping to address climate emergency. The new strategy would also help the Council ensure that the waste collection and recycling services were managed in a cost-effective way. Views were requested on the proposed key priorities for the strategy, the options being considered to achieve these priorities, and the options for the future kerbside waste collection service. Further information was available on CWaC's information video and by visiting their interactive [virtual exhibition space](#). Councillors were requested to respond individually.
- (2) The Clerk reminded about outstanding issues relating to boundary signs for Little Stanney and the licence to plant in the grass verge along the A5117. She would try to make contact with CWaC about these issues before the next meeting.

## 21.13 DATE AND TIME OF NEXT MEETING

Tuesday 23 March 2021.