Minutes of a Meeting of Littleton Parish Council held at Chester Rugby Football Club on Monday 10 July 2023

PRESENT: Parish Councillor Caroline Marrison Gill (in the Chair) and Parish

 Councillors Bettie Gilliatt, Anne Stockdale, Huw Morgan, Rob Evans

 and Hilary Davies

IN ATTENDANCE: CWAC Councillor Stuart Parker (for item 23/46)

23/41 APOLOGIES

Apologies for absence were received from PCSO Linda Bailey

23/42 MINUTES OF THE PREVIOUS MEETING

RESOLVED: that the Minutes of the Meeting held on 15 May 2023 be

 confirmed as a correct record subject to correction of

 spelling of declaration in 23/24

23/43 MATTERS ARISING FROM THE MINUTES

1) Littleton Road Sign – the Clerk reported on a costing he had received from CWAC Highways for a new sign.

RESOLVED: that a new sign be ordered from CWAC Highways at a cost of £300.

2) Lines for Cycleway and Roundabout - The Clerk reported that the CW&C Highways Service now had a new Term Maintenance Contractor – Colas – and this had delayed the setting up of new contracts etc. However, it was hoped that the repainting the lines for the cycleway on Tarvin Road as well as the guiding lines around the roundabout would be attended to in the very near future.

Members discussed recent incidents highlighting the dangers of negotiating the roundabout and that recent alterations made to the timing of the roundabout lights had not helped the sitution. The Clerk was asked to continue pressing the authority for action asap. **DT**

3) 22/01587/FUL – Windleheath, 1 Littleton Lane – Single Storey Side Extension – the Clerk reported that the concerns of the Parish Council about what was recorded on the Planning website in relation to this development misrepresenting the situation had been referred to Planning Enforcement.

4) Hare Lane Copse – the Clerk reported that he was obtaining costings for the clearing of extraneous vegetation from the copse.

5) Parish Council Insurance – the Clerk had checked with the insurance providers and was able to confirm that Hare Lane Copse was included in the Parish Council cover. The PC Risk Assessment would be reviewed to take into account any risks posed by the Copse. **DT**

6) Vicars Cross Golf Club – New Development – Mud on Road – The Clerk reported he had written to the Golf Club to complain about the dangerous amount of mud left on the road by construction vehicles. It appeared that lorries were not washed down as they left the site thus daubing mud etc on the road which then found its way onto the pavements on both sides of the road, creating a hazard to pedestrians and cyclists. In addition to this the crossing island was also badly affected and wasn’t being cleaned.

7) Littleton Lane – Hedge – Councillor Stockdale referred to the hazard presented to pedestrians from bramble shoots growing out of the hedge bordering Littleton Hall. Whilst the hedge had been cut back it was only to the line of the wall which meant that new growth very quickly became a nuisance to passers by. The Clerk was asked to raise this with the owner of the property. **DT**

**23/44 MEMBERSHIP OF THE PARISH COUNCIL**

The resignation of Councillor Andy Marsden was received with regret.

Accordingly, a Casual Vacancy existed in the Parish. The Clerk had displayed the customary Notice inviting any ten electors to call an election should they so wish. Failing that the Parish Council could fill the vacancy by co-option.

Members discussed how best new Councillors could be briefed as to the role of Parish Councillor. Advice had been taken from ChALC who recommended their “The Good Councillors Guide” and the PC Standing Orders as a good starting point. The PC website contained much relevant information and it was suggested that work on the website be carried to provide documents and links to more reading for the benefit of existing and new Councillors. **DT**

**23/45 ROAD MATTERS**

1) Parking Penalties – Councillor Morgan reported he was still in the process of writing to CWAC as someone who had been affected by the recent wave of penalties being issued after years of inactivity on this by the local authority.

2) A51 Traffic – Councillor Evans updated the Parish Council on the collection of data from instruments monitoring the level of pollution on and around the road. Surprisingly, whilst the volume of cars and queuing was up, the level of pollution was down. Perhaps due to the growing number of electric cars using the road.

**23/46 PUBLIC SPEAKING TIME**

Councillor Parker was asked for an update on the issue of the kitchen which had been operating commercially from 63 Tarvin Road. He reported that a meeting had been set up between the Planning Officer and the residents concerned. Apparently the kitchen was no longer used for a business and it had been decided that no action would be taken unless the commercial operation was started up again.

In relation to the issue of parking penalties issued on Tarvin Road Councillor Parker suggested that the Parish Council communicate with CW&C officer Maria Byrne to establish why Council policy in respect of the Tarvin Road SUP had suddenly changed. **DT**

**23/47** **PLANNING APPLICATIONS**

1) 23/01781/FUL – Yew Trees, 117 Tarvin Road – Single Storey Rear Extension

RESOLVED: that the Parish Council has no objection to the proposed development

**23/48 PARISH COUNCIL FINANCES**

# The Clerk presented his customary report on the finances of the Parish Council making particular reference to the recent Internal Audit report. As the reserves were in excess of 200% of annual spend the auditor recommended that the Council should review the level of reserves held.

The possibility of funding the clearing of footpaths and pavements was discussed.

RESOLVED: that the report of the Clerk be received

**23/49 ACCOUNTS FOR PAYMENT**

RESOLVED: that the following payments be authorised:- £

1) Clerk’s salary – June & July with arrears (less tax) 424.00

2) HMRC – PAYE – June & July 106.00

3) Typing and office services 31.42

4) Dougherty & Allen – Room Hire 48.00

5) Litter Warden – 9 hours @ £5.28 47.52

6) J D H Business Services – fee for Internal Audit 246.00

6) Greenbarnes Ltd – Noticeboard 1,037.03

**23/50 CLERK’S EXPENSES**

RESOLVED: that the Clerk’s expenses be reimbursed in the sum of £28.60

**23/51** **CORRESPONDENCE RECEIVED**

Since their last meeting the Parish Council had received correspondence which included:-

JDH Business Services – Internal Audit report – posted on website

Cheshire West and Chester Council -

Planning notifications

Cheshire Constabulary – PCSO Linda Bailey – Newsletters

Cheshire Association of Local Councils - E Bulletins

Martin Huber, CRUFC – enquiry about use of Parish Field. Members reflected on their role as trustees of the field which was for the benefit of all the people of Littleton. Thus any new arrangements for the use of the field would have to reflect this.

Christine Hyde, 54 Tarvin Road – resident suffered flooding of her property every time there was a serious downpour. Drain up the road unable to take the deluge. This had been reported numerous times to CW&C Highways. The Clerk was asked to raise the issue with CW&C. **DT**

**23/52 CALENDAR OF MEETINGS**

RESOLVED: That the next Meeting of the Parish Council be held on

 Monday 4 September 2023

**23/53 ANY OTHER BUSINESS**

1) Hazardous Vegetation – it was reported that a child cyclist had been hurt by a branch protruding from a hedge. This underlined the importance of ensuring those responsible did proper cutting back when required.

2) Litter Warden – the Clerk reported it was likely that the current Litter Warden, Ted Bolton, would be stepping down and it would be necessary to find a replacement.