Minutes of a Meeting of Littleton Parish Council held at Chester Rugby Football Club on Monday 27 November 2023

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

Councillors Bettie Gilliatt, Anne Stockdale, Huw Morgan and

Rob Evans

IN ATTENDANCE: Local resident Mrs C Bower

23/80 APOLOGIES

Apologies for absence were received from Parish Councillor Hilary Davies,

CW&C Councillor Stuart Parker MBE and PCSO Linda Bailey

23/81 PUBLIC SPEAKING TIME

23/82 CASUAL VACANCY

Mrs Chris Bower, a resident of Littleton Lane, was attending the Meeting to register her interest in serving the community as a Parish Councillor.

RESOLVED: that Mrs Chris Bower be co-opted onto the Parish Council

Councillor Chris Bower completed and signed her Declaration of Acceptance of Office and Notification of Members’ Interests forms and duly took her place on the Parish Council.

23/83 MINUTES OF THE PREVIOUS MEETING

RESOLVED: that the Minutes of the Meeting held on 9 October 2023 be

confirmed as a correct record

23/84 MATTERS ARISING FROM THE MINUTES

1) Planning Application 23/02946/FUL - Manor House – Single Storey Rear Extension etc - The Clerk reported that he had conveyed the concerns of the Parish Council about the potential for noise nuisance emanating from the games room to the local authority. Subsequent to that he had been informed by the neighbour Mrs Williams that she was now satisfied that her worries had been allayed following a discussion with the applicant.

2) Resurfacing of Hare Lane - The Clerk reported he was still awaiting a response from Highways.

3) Guiding Lines at Roundabout – The Clerk reported that he had contacted Highways for an update on when such work could be expected and noted that Councillor Parker had corresponded with them as well. No date had yet emerged.

4) Encroaching Vegetation at Roundabout - the Clerk also reported he was awaiting a response from Highways on the clearing of encroaching vegetation to the cycle/foot path flanking the roundabout.

5) Flooding Complaint – Councillor Stockdale reported that she had provided information on a drainage consultant that the Clerk had conveyed to the householder concerned.

6) Vicars Cross Golf Club – New Development – Mud on Road – It appeared that the delivery of earth to the site had ceased. The road, islands and road edgings still needed to be cleaned of mud, debris and weeds. Councillor Morgan undertook to take this up with the Golf Club. **HM**

7) Littleton Lane – Hedge – it was reported that the hedge had been cut back. The Clerk was asked to convey the PC’s thanks for getting this done. **DT**

8) Planning Enforcement – Fir Tree Cottage – the Clerk was asked to chase up the Parish Council’s concerns about an alleged unauthorised development at Fir Tree Cottage with the CW&C Enforcement Team as there were significant concerns being expressed about the safety of the structure being created. **DT**

9) Protection of Trees – Councillor Gilliatt expressed concern about the effect of there being a smaller team to deal with TPOs etc with the Parish Council’s application for protection of a number of old trees having been in limbo for what felt like a considerable time.

10) Definitive Map of Footpaths – no formal word on the decision of the Investigating Officer had been received.

**23/85 ROAD MATTERS**

Councillor Rob Evans updated the meeting on discussions between the five local Parish Councils and CW&C in relation to S106 funds arising from the Saighton Camp housing development. The Parish Councils had all put forward projects which were then prioritised. Littleton’s bid was the ability to safely cross the A55 and A41 and a reduced speed limit on Little Heath Road 40 - 30. Councillor Evans was pleased to report that the Littleton bid had come fifth.

The next step was that Ward Councillors were being briefed on the schemes submitted and would ultimately decide how the S106 funding was allocated.

Councillor Evans was thanked for all his hard work in progressing this issue.

**23/86  NEIGHBOURHOOD PLAN**

Councillor Rob Evans was pleased to report that three local residents had committed to helping with the formulation of a Neighbourhood Plan.  These individuals had useful skills to bring to the table and it was hoped more such people would be identified going forward.

Councillor Evans went on to outline the process by which Neighbourhood Plans were put together, including funding that would need to be obtained from the local authority for the appointment of consultants to guide the working group.  He emphasised that consultation with the community would be an important part of the work to be carried out.

Thus, the Parish Council was now in a position to formally consider joining forces with Christleton in order to create a Neighbourhood Plan for Christleton and Littleton.

RESOLVED:  That i)  the Parish Council’s participation in the creation of a

                                   joint Christleton/Littleton Neighbourhood Plan be

                                   approved

                                ii) Councillor Evans be thanked for all his hard work in

in getting the Parish Council to this position

**23/87 PARISH COUNCIL FINANCES**

# The Clerk presented his customary report on the finances of the Parish Council highlighting the need for a review of its commitments going forward.

RESOLVED: that i) the report of the Clerk be received

ii) the Budget for 2024/25 be agreed with the Precept being set

at £3,500

iii) the sum of £100 be donated to the RBL Poppy Appeal

**23/88 ACCOUNTS FOR PAYMENT**

RESOLVED: that the following payments be authorised:- £

1) Clerk’s salary – August & September 348.00

2) Typing and office services 33.42

3) Dougherty & Allen – Room Hire 48.00

4) Clerk – reimbursement for purchase of wreath 38.40

5) Arboreal – clearing work at Hare Lane Copse 450.00

**23/89 INCOME**

RESOLVED: that the following income be received:-

1) HM Customs & Excise - VAT refund 301.15

**23/90 CLERK’S EXPENSES**

RESOLVED: that the Clerk’s expenses be reimbursed in the sum of £14.20

**23/91** **CORRESPONDENCE RECEIVED**

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

Cheshire West and Chester Council -

Planning notifications

Cheshire Constabulary – PCSO Linda Bailey – Newsletters

Cheshire Association of Local Councils - E Bulletins

Christleton Parish Council – Neighbourhood Plan

**23/92 CALENDAR OF MEETINGS**

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

Monday 8 January 2024

**23/93 ANY OTHER BUSINESS**

1) Litter Warden – it was noted that the post of Litter Warden was still unfilled. Members discussed the merits of again appointing a local youngster to the post in terms of the experience they would gain. It was agreed that the PC would reach out to Christleton High School and further publicise the opportunity it was offering via the noticeboards and social media.

2) Flooding in Littleton Lane – Councillor Stockdale reported on problems with a flooding drain outside 1 Littleton Lane.