

DUNHAM HILL & HAPSFORD ANNUAL PARISH COUNCIL MEETING

Tuesday 7th July 2020, at 7.00pm, via Go to Meeting.

MINUTES

Present: Cllr D Cowap – Chair
Cllr R Johnson
Cllr S Willett
Cllr C Green
Cllr E Gibson

Cllr K Bradley
Cllr K Holmes
Cllr S Moore
Cllr R Hadden
Cllr H Deynem (CWaC)

Clerk: Mrs T Ryall-Harvey

Members of the public: 1

APOLOGIES FOR ABSENCE – No apologies for absence were received.

DECLARATION OF INTERESTS – No declarations of interest were reported.

ACCEPTANCE OF MINUTES

RESOLVED 20/018 - that the Chair signs, as a correct record of the circulated minutes of the Parish Council meeting on the 5th & 12th May, 2020.

PUBLIC PARTICIPATION –

Cllr Gibson raised issues that had been reported to her from residents of Hapsford:-

1. Request for funding for the removal of the two landfill signs that are located near the two entrances to the woods. These are unsightly and should be removed.

It was suggested that the owner of the wood needed to be identified as the Parish Council did not have any powers to remove items on property that were not owned by them. If the land was identified to be owned by CWaC, then the Parish Council could request them to remove the signs.

2. The public right of way at the farmers gate at the end of Moor Lane is blocked by large boulders, the gates are padlocked, there are signs that suggest that Cheshire Police carry out dog training at the location and that the public should keep out - Cllr Gibson has been advised that this is not accurate. It was requested if the Parish Council could request the removal of the access restrictions to the public right of way through the owner of the land.

It was again suggested that the owner of the right of way needed to be identified prior to the request for the restrictions be removed tackled.

3. The public footpaths that run from the bottom of the Moor Lane (to the left of the boulders) are overgrown and access towards the ponds is not accessible. I am not certain who owns this land, but can funding be made available to open this area up.

Cllr Holmes confirmed that the footpaths were managed to CWaC.

Action: The Clerk to contact CWaC to arrange a meeting with Footpath Officer and Cllr Gibson.

Action: Cllr Gibson to review the footpaths map that had been circulated prior to the meeting to identify which footpaths are public footpaths.

4. Establish if the road that runs from Moor Lane to Cash Lane can be resurfaced. There are curbs running half way along, which suggests that it is the local authority responsibility.

Cllr Holmes confirmed that he believed that this was an un-adopted road. The people that had access to this road were responsible for maintaining it. They could potentially bring the road up to standard then CWaC could be approached to adopt the road. .

The Parish Council confirmed that Highways and Byways are not the responsibility of the Parish Council and that we can raise it with CWAC, however locals can formally go on CWAC's web site and raise these issues.

In addition to this a number of residents had asked Cllr Gibson to establish how the funding that is available through the council is allocated. Clearly Dunham Hill is significantly larger in geographical footprint and population so it is important to be clear in terms of allocation of resources / finances.

The Clerk outlined that budgets were pulled together by the Parish Council usually each December so that precept money could be applied for in January. It was confirmed that in previous years the precept had not been increased and therefore there is very little available to spend within the parish. For 2020-21 the Parish Council did decide to increase the precept however the overall budget is still very small.

Cllr Bradley confirmed that volunteer time had been spent over the last 12 months planting bulbs, trees and litter picking. It was confirmed that the Parish Council always try to consider three areas, Dunham Hill, Talbot Road and Hapsford area when undertaking a project.

Cllr Green asked if a definitive document highlighting what the Parish Council's remit is. It was suggested that the standing orders should be re-circulated again.

Cllr Deynem joined the meeting.

ITEMS FOR DISCUSSION

Layman – look at potential of recruiting a Layman to undertake regular maintenance, it was suggested that a question be included on the newsletter to see if residents would accept the precept increase to cover the cost of a Layman.

Action: include in newsletter

Dog Fouling – Dog Fouling Signs had been received from CWaC and Cllr Moore will put them up in Dunham Hill and Hapsford.

Action: Clerk to send over 20 additional labels to Cllr Moore.

SID Machine - Following Cllr Willett and Cllr Holmes setting-up of the SID Machine. Cllr Holmes confirmed that they can now change speed, they have not been able to set the app up yet, they have purchased chain and the padlock so that the SID Machine is fully set-up now and ready to be used. The clerk reported that Thornton-le-Moore Parish Council had also requested if it would be possible to utilise this facility. It was suggested that a training event be arranged. Cllr Gibson asked for clarification as to where the SID Machine can be used – the Clerk confirmed that CWaC had been out and approved several sites in the area. It is possible to get additional sites approved in the future if anyone identifies a site.

ACTION: Arrange training for the SID Machine for Dunham Hill and Hapsford PC & Thornton-le-Moore Parish Council.

Defibrillator – it was reported following the donation of the spare defibrillator machine to the residents of Cheshire Park Homes that an email had been received by the clerk thanking the Parish Council for this donation.

PLANNING

- Councillors noted the Planning Register dated 29/06/2020.

An update on the travellers sights was sought from CWaC.

It was reported that Mr Charnley has recently taken on the role of acting Head of Planning, and also due to the impacts of Covid, he has not been able to progress all the application as quickly they would like. It was reported that it is likely that the applications would be brought to a committee in the autumn once all the applications have been finalised and can be presented at a single committee. Given they all raise the issue of supply of sites Mr Charnley believes it is sensible that they are all presented at the same committee. Once a date is site for the committee meeting formal notification will be sent out.

Cllr Deynem to check with CWaC regarding the Travellers site applications for an update.

20/01956/FUL – Cllrs Bradley & Holmes to visit site and speak to the neighbours.

ACCOUNTS

Cashbook – the council accepted the cashbook dated 29/06/2020

Income & Expenditure **RESOLVED 20/019** – to accept the income received of £3.11 from Bank Interest.

RESOLVED 20/020 - to accept the expenditure as circulated at the meeting:-

To Whom Paid	Comments	Amount
Clerk's Salary	Tax Point 3	£223.48
Clerk's Salary	Tax Point 4	£223.48
Clerk's Expenses		£61.12
HMRC PAYE	Quarter 1	£167.40
ICO	Direct Debit	£35.00
Autela	Payroll Services	£12.00
D Horncastle	Internal Audit	£50.00
Nothing but Padlocks		£59.32

YTD Bank Reconciliation - **RESOLVED 20/021** – that the bank reconciliation until 29th June, 2020 as presented to the meeting was approved.

Online Banking Signatures – It was agreed that David Cowap, Richard Johnson & Esther Gibson be set up for on-line banking.

ACCESSIBILITY POLICY – to be brought to the next meeting.

VILLAGE IN BLOOM & COMMUNITY LITTER PICKING EVENTS

- Community Litter Picking – Individuals are able to litter pick, however due to the lock-down any Community Litter Picking event is not able to take place.

Cllr Bradley highlighted that there may be government grants available for environmental improvements. Cllr Deynem confirmed that he would forward any appropriate information to the Parish Councils.

Cllr Bradley requested if there was any member's budget monies being allocated to bulbs for 2020-21. Cllr Deynem confirmed that he would make money available and the Parish Council should complete a member's budget application for this.

Action: Apply to CWaC Members budget for money towards bulb planting.

- Trees for Dunham Hill and Hapsford

Action: Request the draft licence be provided by CWaC so that the work can be arranged.

Cllr Green confirmed that they would be working with an arborist to help advise when and where the trees should be planted in the agreed areas within Dunham Hill and Hapsford Parish Council

Smithy – Cllr Hadden reported that the Smithy in Dunham Hill which was the property of the Oldfield Trust was looking very tired. The Clerk confirmed that she had reported this to the Oldfield Trust.

It was reported that a new fence had been put up on the property next door to Wheatsheaf, and rainwater was now being draining onto the footpath. Cllr Cowap undertook to take a look and update the Parish Council.

GOWY LANDFILL SITE UPDATE – an update from the Gowy Landfill Site was circulated for the Parish Council's information.

ITEMS FOR INCLUSION IN THE NEXT NEWSLETTER

Cllr Bradley apologised for not having the newsletter completed – due to demands of the job, he hopes to have it circulated around the Parish Council within the next week.

ASSET REGISTER – RESOLVED 20/022 to accept the updated Asset Register to include the SID Machine to a value of £2,786

CLERK UPDATE – Cllr Holmes reported that an appraisal needs to be undertaken for the Clerk on an annual basis and one had not as yet been carried out. Cllr Green and Cllr Hadden agreed to undertake this. The Clerk agreed to circulate the job description and CHALC draft appraisal forms to them.

Cllr Green & Cllr Deynem left the meeting.

BUS SHELTER UPDATE - it was confirmed that work had started on the maintenance and painting of the bus shelters. The green bus shelter has been cleared and they are looking to undertake the maintenance on this as a priority.

DATE OF NEXT MEETING

The next meeting would be held on Tuesday 1st September, 2020 at 7.00pm via Video Conference.

The meeting closed at 8.26 pm

Signed:..... Dated:.....

Mrs T Ryall-Harvey 07/07/2020