

# DUNHAM HILL & HAPSFORD ANNUAL PARISH COUNCIL MEETING

Tuesday 3<sup>rd</sup> November 2020, at 7.00pm, via Go to Meeting.

## MINUTES

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

Cllr K Bradley  
Cllr K Holmes  
Cllr E Gibson

**Clerk:** Mrs T Ryall-Harvey

**Members of the public: 3**

**APOLOGIES FOR ABSENCE** – Apologies were received from Cllr Deynem from CWaC.

**DECLARATION OF INTERESTS** – No declarations of interest were reported.

### PUBLIC PARTICIPATION

Two resident living in Hapsford attended as they were interested in looking to play a part on the Parish Council.

### ACCEPTANCE OF MINUTES

**RESOLVED 20/029** - that the Chair signs, as a correct record the circulated minutes of the Parish Council meeting on the 1<sup>st</sup> September 2020.

### ITEMS FOR DISCUSSION

Internet Speed in Dunham Hill & Hapsford – Cllr Gibson confirmed that following the last meeting several residents from Hapsford had declared an interest in improving the Internet Speed. Cllr Gibson also confirmed there was a resident within Hapsford who would be interested in progressing this in conjunction with the Parish Council. Cllr Green confirmed that she had shared information with Cllr Johnson but not progressed it further. Cllr Cowap confirmed that some residents of Talbot Road also have shown interest in improving the Internet Speed. It was reported that Openreach were seen in Hapsford recently – Cllr Johnson was concerned that Openreach had high initial setup costs. Cllr Johnson confirmed that if there was real interests, there was definitely options that could be explored.

**ACTION:** Cllr Gibson to share contact details of resident in Hapsford with Cllrs Johnson & Green.

**ACTION:** Cllr Green, Cllr Johnson, Cllr Gibson & residents – to set up working group – the Clerk confirmed that this could be set-up virtually to progress things.

### Replacement Bench for Talbot Road

Following the theft of the bench at the top of Talbot Road that was reported at the last meeting, the clerk has been working with CWaC to gain a quote for a replacement bench. It was agreed not to progress an insurance claim for this item.

### Road Signs for Manley Mere

Following the last meeting when it was reported that there was increased traffic from visitors to Manley Mere. The Clerk had contacted CWaC to seek advice if a 'Village Access only' sign would be possible and CWaC confirmed that this was not possible. Additionally, Cllr Johnson & Cllr Bradley had visited Manley Mere and reported that the venue was sympathetic and supportive in the Parish Council's suggested signage request.

**ACTION:** Clerk to confirm with CWaC for a Manley Mere signs.

### Traffic Issues

Cllr Bradley confirmed that it had been requested that the SID machine be used in Hapsford on the A5117 – the Clerk confirmed that any areas that was a 50mph was not supported for use of a SID Machine.

### Christmas Tree for Dunham Hill & Hapsford

Cllr Holmes confirmed that there was ring fenced money of £1,000 towards installing a tree in Dunham Hill. Cllr Bradley requested that this be continued to be ringfenced for the future and he hoped to seek sponsorship for installation of electrics in Dunham Hill for future years.

Additionally, it was **RESOLVED 20/030** to purchase a 12 foot tree for Hapsford using the ring-fenced money they have.

### Hedging by the Village Pump

Residents have approached Cllr Bradley to ask if it would be possible to make a feature of the Water Pump area in Dunham Hill Village. Cllr Holmes reported that this should be included in the Newsletter to ensure that residents are aware that maintenance of this area is being undertaken.

### Village Pond

It was reported that Mr A Jones from the Boshaw Centre had approached the Parish Council as he was seeking support to apply for a pond to be install an area in front of the Boshaw Centre. Cllr Cowap questioned if the lease covered this type of works to be carried out within the grounds. It was requested that clarification be sought as to if the pond would be accessible to the villagers.

### Village Map

It was reported that the Clerk had been approached by Mr G Jones who lived in Upton, he was in receipt of a historic map dating back to 1860, he was looking for £100 for this map.

**ACTION:** Cllr Holmes to speak to Boshaw Centre and Village Hall to see if they wanted to buy the map.

### Footpath on Rake Lane

Cllr Holmes reported that the footpath on Rake Lane stops halfway down Rake Lane. Cllr Holmes asked if the Parish Council wanted to try to get Rake Lane designated as a footpath then evidence over the last 20 years would need to be provided to CWaC.

**ACTION:** Cllr Holmes to explore with CWaC & Cllr Deynem.

### Hapsford Village Green Maintenance and Management

Cllr Gibson reported that there was a resident who maintained the green in Hapsford. The resident has confirmed that she would be happy to organise litter picks and general maintenance within Hapsford for a contribution towards the continuing Christmas Tree fund. Concern was raised that there are residents in other areas who undertaking community voluntary work and the Parish Council maybe setting a precedent by contributing to a Christmas tree in Hapsford and not in other areas of the village. Therefore it was agreed at this time not to agree to this request but review again when the ring-fenced Christmas Tree funds had run out.

### Hapsford Sign

Cllr Gibson reported that there were 'Hapsford Village' signs; one was positioned in an unobvious place; the other sign was hidden behind 20mph residents had asked if it would be possible to reposition these signs in more appropriate areas. Additionally, it was questioned as to if the planter could be relocated. It was suggested that Cllr Gibson explore this with CWaC.

**ACTION:** Cllr Gibson to explore with CWaC.

### Keys for Noticeboards

Cllr Gibson requested a copy of the keys for the noticeboards. It was agreed that a set of keys should be bought and provided to Cllr Gibson.

**ACTION:** Clerk to provide keys to Cllr Gibson

### **PLANNING**

- Councillors noted the Planning Register dated 19/10/2020.

Following the last meeting it was agreed that the following planning applications that have been considered by the Parish Council should have a "no-objection" comment submitted against them:-

20/03060/LDC – Covert Place, Rake Lane, Dunham on the Hill

20/02301/FUL – Hobgoblin Farm, Hob Lane, Dunham on the Hill

The Parish Council also agreed that a 'no-objection' comment be submitted to the following planning application together with comments received that that the house immediately adjacent the window is currently vacant due to the recent death of the owner/occupant.

20/03332/FUL – 5 Dunham Hall Mews, Village Road, Dunham on the Hill

Cllr Holmes also reported upon an application on Lane at Cable Drive for Helsby Parish Council. Dunham Hill and Hapsford Parish Council and Helsby Parish Council have submitted a joint response to the planning application to oppose this.

**ACTION:** Clerk to working group be scheduled for 24<sup>th</sup> November to specifically talk about this planning application.

Cllr Bradley requested an update from Cllr Deynem regarding 20/00432/FUL. The Clerk reported that Cllr Deynem had confirmed prior to this meeting that he had not received any further update.

### **ACCOUNTS**

Cashbook – the council accepted the cashbook and updated budget v actual YTD dated 23/10/2020

#### Income & Expenditure

**RESOLVED 20/031** - to accept the income received since the last meeting as reported below:-  
Barclays Bank £100 due to compensation following complaint  
CWaC - £231 from CIL Payment

**RESOLVED 20/032** - to accept the expenditure as circulated at the meeting:-

| To Whom Paid     | Comments                  | Amount  |
|------------------|---------------------------|---------|
| Clerk's Salary   | Tax Point 7               | £371.77 |
| Clerk's Salary   | Tax Point 8               | £229.47 |
| Clerk's Expenses |                           | £97.57  |
| Cardiac Science  | Replacement Defib Battery | £288.00 |
| DH Village Hall  | Grant for Decoration      | £600.00 |

YTD Bank Reconciliation - **RESOLVED 20/033** – that the bank reconciliation until 23/10/2020 as presented to the meeting was approved.

#### Draft Budget for 2021-22

The clerk sought items for inclusion in the budget for 2021-22.

It was agreed that an additional Working Group to look at the budget should be set up and the finalised budget be brought to the January meeting for approval.

Salary Review for 2021-22

**RESOLVED 20/034** that the salary review for 2021-22 was agreed for inclusion in the budget.

Online Banking Signatures – Following the last meeting the Clerk reported that she had recently complained to Barclays bank due to the on-going delay in getting additional signatures onto the bank. She had spoken with the Client Resolution Team who found the complaint in our favour and have awarded the Parish Council £100. The mandate change was being expedited. The Clerk also confirmed that the previous request to change bank was still not possible due to current Covid-19 restrictions.

**COMMUNITY EVENTS**

Community Litter Picking

Cllr Bradley confirmed there was nothing to report regarding litter picking. Cllr Bradley requested that residents are vigilant towards reporting fly tipping during the Covid-19 lockdown.

Tree Planting for Dunham Hill and Hapsford

Cllr Green reported that the trees need to be planted now or in Spring. Cllr Green confirmed that the areas on the Wheatsheaf and in Hapsford have been agreed and approved by CWaC. It was suggested to plant in Spring 2021 due to current Covid-19 social distancing restrictions.

Bulb Planting for 2020

It was agreed to get the daffodils planted in Hapsford, Talbot Road and Dunham areas as soon as possible.

**ITEMS FOR INCLUSION IN THE NEXT NEWSLETTER**

Cllr Gibson confirmed that she would write something specifically around Hapsford.  
Bus Shelter maintenance work is continuing – Cllr Bradley hoped to report on this.  
ACTION: Chase the bill for the maintenance of the Bus Shelters.  
Low Hill Bus Shelter – will need to be replaced – get a contingency fund going for this.  
Hapsford Project – Village Play Area

**PARISH COUNCIL VACANCIES**

Following informing CWaC of the two resignations, CWaC have since advertised the vacancies and they have not received any nominations. An advert has been placed on the website and on the noticeboards and Cllr Cowap and Cllr Gibson have received a couple of interested parties that have since been invited to attend the Parish Council meeting.

**RESOLVED 20/035** to co-opt Sally Wallace onto the Parish Council.

**DATE OF NEXT MEETING**

The next meeting would be held on Tuesday 5<sup>th</sup> January 2021 at 7.00pm via Video Conference.

The meeting closed at 20.45 pm

Signed:..... Dated:.....  
Mrs T Ryall-Harvey 3/11/2020