

DUNHAM HILL & HAPSFORD PARISH COUNCIL MEETING

Tuesday 4th January 2022, at 7.30pm, at Dunham Hill Village Hall.

MINUTES

Present:	Cllr K Bradley – Chair Cllr C Green Cllr R Johnson	Cllr K Holmes Cllr E Gibson (attended virtually) Cllr L Wales
Clerk:	Mrs T Ryall-Harvey	Members of the public: 0

APOLOGIES FOR ABSENCE – Apologies were received from Cllr S Willett.

It was noted that since the last meeting Cllr S Hanson had submitted her resignation to the council. The vacancy has been advertised and no election had been called.

DECLARATION OF INTERESTS – No declarations of interest were received.

PUBLIC PARTICIPATION – Nothing raised.

ACCEPTANCE OF MINUTES

RESOLVED 21/039 - that the Chair signs, as a correct record the circulated minutes of the Parish Council meeting held on 2nd November 2021.

The notes of the Working Group of the 6th December were also received and noted.

CORRESPONDENCE

A resident of Hapsford contacted that Parish Council in relation to a footpath sign that has been relocated by CWaC, she questioned the relocation and the use of CWaC funding for this project. The contractors who undertook to relocate the sign said that they had been requested by the Parish Council to move the footpath sign. It was confirmed back to the resident that the Parish Council were not aware of this request.

A resident contacted the Parish Council in relation to flooding at the entrance to Oakmere Lane from the A5117. This has been raised with CWaC since July and they are still waiting for CWaC to resolve the issue. The resident is concerned about the potential serious accident waiting to happen.

ACTION: Email CWaC to seek a resolution for this.

Meeting schedule for mediation meeting with St Luke's Church on 24th January at 7.00pm.

ACTION: Contact Cllr Deynem to see if he needs any agenda circulating prior to the meeting.

PLANNING

- Councillors noted the Planning Register dated 23/12/2021.

Planning Applications decided since last meeting

20/00324/FUL – Land at Cable Drive, Helsby, Frodsham – Demolition of existing buildings and erection of 247 dwellings and apartments with road access and associated external works – approved by CWaC.

20/00432/FUL – Gethsemane Caravan Park, Chester Road – Change of use to three caravan pitches with day/utility rooms and associated porous paving – approved by CWaC.

21/02695/FUL – Oakfield, Hapsford Lane, Dunham on the Hill – Construction of a 42m x 22m menage for private use only – approved by CWaC.

21/03943/CAT – Gable Cottage, Low Hill, Dunham on the Hill – removal of Silver Birch – decided by CWaC.

Planning Applications received since last meeting

21/04527/FUL - 5 Hob Lane, Dunham On The Hill, Chester, Cheshire WA6 0LW - Erection of single storey rear extension – Cllr Johnson and Cllr Bradley to review this application and circulate any recommendations.

Meres Edge Update

Cllr Holmes reported that the next step for the Honeywell planning site was to approach the developers “Onward Homes” to seek a meeting to explore the opportunity to make minor changes to plans to facilitate the pathway the area. It was also noted that Onward Homes has an ‘option’ to develop on a small piece of land near the BICC factory in the future.

ACTION: Cllr Holmes to ask Cllr Deynem to contact Onward Homes to request a meeting to have one voice meeting between Dunham Hill and Hapsford PC & Helsby PC.

ACCOUNTS

Cashbook – the council accepted the cashbook and updated budget v actual YTD dated 23-12-2021.

Bank Reconciliation

RESOLVED 21/040 – to approve the bank reconciliation as circulated against the year to date cashbook.

Income & Expenditure

RESOLVED 21/041 - to accept the income received in of £0.30 from bank interest.

RESOLVED 21/042 - to accept the expenditure as circulated at the meeting:-

<u>To Whom Paid</u>	<u>Comments</u>	<u>Amount</u>
Clerk's Salary	Tax Point 9	£234.12
Clerk's Salary	Tax Point 10	£234.12
Clerk's Expenses		£120.96
Autela Payroll	Payroll Services Q3	£50.40
HMRC PAYE	PAYE for Q3	£175.60
Paul Johnson	Newsletter Printing	£56.00
Walkers Nurseries	Christmas Tree for Hapsford	£129.00
Visual Sales & Services	Domain Name Registration Renewal	£100.62

Budget for 2022-23

Following the draft budget being circulated prior to the meeting, the budget was reviewed and the Parish Council **RESOLVED 21/043** unanimously to accept the budget for 2022-23 of £7,237 as set out below:-

Budget Element	Proposed Budget 2022-23
EXPENDITURE	
People & Expenses	
Clerk	2,940
HMRC tax	720
Expenses	400
Training	500
Professional service	
Insurance	350
Internal Audit	50
Autela payroll	274
General Services	
Website & Broadband	142
Village Hall Room Hire	100
Newsletter	210
Bulb Planting & Planters	400
Admin.	
Membership/Subscriptions	190
Data Protection fee	35
Admin	0
Elections	0
Grants	
General	0
Projects	
Defibrillator	60
Community cleanup	180
Maintenance of Assets	450
Ad Hoc Beneficial items (S137)	200
Money spent from reserves	0
Inflation %	0
Contingency % of above	36
TOTAL CASH OUT	7,237

Precept for 2022-23

Precept for 2022-23 -the Parish Council **RESOLVED 21/044** unanimously to request a precept level of £7,170 which is 2% increase on the precept from 2021-22.

SLCC Membership for 2022-23

It was **RESOLVED 21/045** to approve the payment of the SLCC membership for the Clerk which is split between 4 other Parish Councils. SLCC membership currently cost £186.00 in total.

Churchyard Grant

It was **RESOLVED 21/046** to submit a Churchyard Grant Application on behalf of St Luke's Church, Dunham Hill for £380.00 to cover costs towards the churchyard maintenance.

THE COMMUNITY

Wildflower Planting Project It was reported that CWaC had visit Hapsford on 19th November and started the process of preparing the ground for the sowing of Wild Flowers – they intended to return in January to continue this work and start on the area at the top of Talbot Road.

ACTION: Mid-January ask CWaC to attend to complete rotovating and tidying up at Hapsford and turf stripping on Talbot Road.

Community Space – It was confirmed that the Parish Council had written to the Chris Davies of Sanctuary Housing Trust to see if the space at the bottom of Talbot Road could be developed as a Community Space. The Community Development Officer of Sanctuary had confirmed that they would like to meet to discuss further.

ACTION: Cllr Bradley to contact original resident who highlighted the needs of the residents of Talbot Road for this piece of land, to include them in the meeting.

Village Green Development – Dunham on the Hill

Following the recent meeting with CWaC to explore the options for supplying electricity to the Village Green. It was reported that the Parish Council are now seeking a ERG39 Qualified Electrician to undertake the installation and signing off of the electric supply.

Hapsford Village Green Development

Cllr Gibson to prepare and submit grant applications for development of the Hapsford Village Green.

Footpaths & Bridal Ways

Cllr Holmes reported that the government have put a deadline of 2026 for applying for lost footpaths & bridleways to be reinstated. Cllr Holmes also highlighted that the Ramblers Association are also running a campaign to highlight several old footpaths that need to be reinstated.

ACTION: Cllr Gibson to contact the resident who has previously investigated reinstating the footpath to get copies of correspondence and lease with Cllr Holmes.

ACTION: Cllr Bradley to contact Morgan Plc once we know the status of the footpath to let them know that residents of Hapsford have highlighted a footpath in Hapsford that needs reinstating.

Cllr Holmes reported that the Bridle way starting at Wood Farm going toward Alvanley, stops at Peckfield brook as a bridleway and continues as a footpath. Cllr Holmes believes that this may have been done when the parish councils mapped out the footpaths & bridleways previously.

As the bridle way is unlikely to be used due to the starting point being on the A56 it was decided to take no further action. The Bridleway association are aware of the issue.

There are also several old footpaths around Dunham that have disappeared.

ACTION: Cllr Holmes to circulate maps.

HIGHWAYS

The outstanding Highways issues were circulated and the following questions & comments raised:-

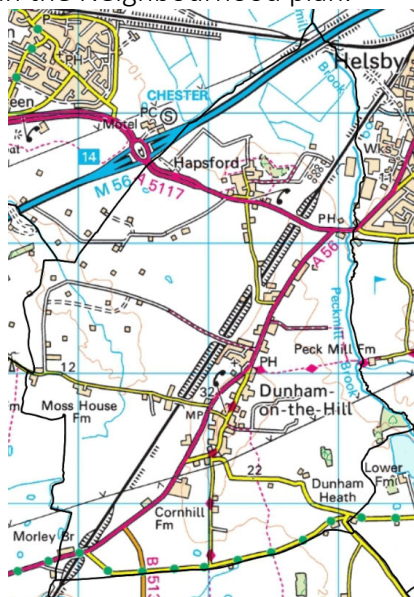
- New VAS signs in Hapsford – only one is working! – ***There has been an electrical issue with one of the.***
ACTION: Chase again.

- Speed Survey/assessment of Chester Road was scheduled for September – any update on when this will take place? – ***this has been carried out and the average speeds were found to be compliant and therefore there no further work will be undertaken with regards to this – CWaC's findings will be shared with the Police.***

ACTION: More clarification was sought including - where did they do the average, When and how did they undertake this work.

NEIGHBOURHOOD DEVELOPMENT PLAN

Area for including within the Neighbourhood Plan – it was **RESOLVED 21/047** that the Parish of Dunham Hill and Hapsford would be included within the Neighbourhood plan.



Neighbourhood Development Application

It was **RESOLVED 21/048** that the Parish Council act as the application for the Neighbourhood Development Application.

Lead Authority on Neighbourhood Planning Work

It was **RESOLVED 21/049** that the Parish Council is authorised to be the lead authority on the Neighbourhood Planning Work.

Neighbourhood Development Application

It was reported by Cllr Green that she had drafted the Neighbourhood Development Application in preparation for the meeting on Wednesday 5th January.

Next Meeting for Neighbourhood Plan

It was agreed to schedule a date for the next meeting after the working group meeting subject to one being required.

PARISH COUNCIL VACANCIES

It was reported that there were three vacancies on Dunham Hill and Hapsford Parish Council (as there are ten places in total on the Parish Council) if any residents were interested in becoming a Parish Councillor could then contact the Clerk.

DATE OF NEXT MEETING

The next meeting would be held on Tuesday 1st March January 2022 at 7.30pm at Dunham Hill Village Hall.

The meeting closed at 20.42

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

Mrs T Ryall-Harvey 04/01/2022