

MEETING OF THE DUNHAM HILL & HAPSFORD PARISH COUNCIL

Tuesday 6th September 2022, at 7.30pm, at Dunham Hill Village Hall.

MINUTES

Present: Cllr K Bradley – Chair
Cllr C Green
Cllr R Johnson
Cllr H Broadman
Cllr E Gibson
Cllr S Willett
Cllr K Holmes

Clerk: Mrs T Ryall-Harvey
Members of the public: 0

PARISH COUNCIL VACANCIES – following the application from Mrs Sally Wallace to become a Parish Councillor it was **RESOLVED 22/031** proposed by Cllr Bradley and seconded by Cllr Johnson that this application be accepted.

ACTION: Add Sally Wallace to Whatsapp Group and Email address

APOLOGIES FOR ABSENCE – Apologies were received and accepted from Cllr Wales due to work commitments.

ACTION: Cllr Bradley to contact Cllr Wales still wishes to be a Parish Councillor.

DECLARATION OF INTERESTS – No declarations of interest were received.

EXCLUSION OF PRESS AND PUBLIC

It was **RESOLVED 22/032** that item 14 be discussed with the exclusion of the press and public.

PUBLIC PARTICIPATION – Nothing raised.

CORRESPONDENCE

A residents contacted the Parish Council to highlight the following traffic concerns he had:-

1. Church Lane Traffic – in relation to the traffic travelling the wrong way down Church Lane and suggested that No Entry be written onto the road at the A56 end.
2. Poor road markings at the junction of Barrow Lane/Low Hill/Village Road

A suggestion was also received with regards to exploring the option of 'No Entry' signs for Village Road.

ACTION: explore No Entry with highway.

ACTION: Chase poor road markings on Barrow Lane/Low Hill & Village Road – this had been reported in last year.

SAAA 2022 Opt-out Communication from External Auditor – the Opt-Out of the SAAA central external auditor appointment arrangements correspondence were noted and it was **RESOLVED 22/033** to undertake no action and remain opted in to the central external auditor scheme.

PCSO Monthly update was received and circulated prior to the meeting for the Parish Councillors review.

Refreshing the Police and Crime Plan – it was reported that the Police and Crime Commission are conducting a survey to receive feedback from residents, community groups and business on the first year of the police and crime plan.

ACCEPTANCE OF MINUTES

RESOLVED 22/034 - that the Chair signs, as a true and correct record the circulated minutes of the Parish Council meeting held on 5th July 2022.

ITEMS FOR DISCUSSION

SID Machine Update – Cllr Holmes to follow-up.

PLANNING

The Planning Register dated 26/08/2022 was accepted and changes to the planning register from last meeting were noted.

The following planning applications had been received since the last meeting:-

22/02287/FUL – Pinfold Barn, Cash Lane, Hapsford WA6 OJY – Modifying existing site levels including excavation work to create a storage area with green roof over with external steps to access upper garden level (part retrospective)

22/02578/S73 – George Whittaker and Sons, Hapsford Composting Site, Shotwick, Frodsham Road – Variation of condition 2 of planning permission no 12/02552/S73 to extend the composting operations for a further 10 years until 16th July 2032

22/02579/S73 – George Whittaker and Sons, Hapsford Composting Site, Shotwick, Frodsham Road – Variation of condition 2 of planning permission no 12/02551/S73 to extend the composting operations for a further 10 years until 16th July 2032

The Parish Council have submitted responses to the following planning applications:-

22/02288/CAT – Woodbank Village Road, Dunham on the Hill, Frodsham – Fell 2 x Sycamores, Lop and Pollard 3 x Sycamores - Objection

22/02289/CAT – Bankfield, Village Road, Dunham on the Hill – Sycamore and Leylandi – Lop and Pollard – No objection but clarification was sought on the height of the final pollard and lop – No objection

22/02287/FUL – Pinfold Barn, Cash Lane, Hapsford WA6 OJY – Modifying existing site levels including excavation work to create a storage area with green roof over with external steps to access upper garden level (part retrospective) – No objection

The following planning applications had been decided since the last meeting:-

21/04944/FUL – Thyme House, 6 Moor Court, Moor Lane, Hapford WA6 OLA – Revised location of garage (retrospective) and extension to garage to form self-contained annex - approved.

Cllr E Gibson left the meeting.

Meres Edge Update - No further update.

Unauthorised Encampment Issues within the area – no further unauthorised encampment issues were raised since the last meeting.

NEIGHBOURHOOD DEVELOPMENT PLAN

Cllr Green started drafting plan looking at the historic information for Dunham Hill and she is looking to gain historic information for Hapsford. Cllr Green also reported that she was speaking to Forestry Commission and Wildlife Trust. The meeting scheduled for Tuesday 26th July at 7.00pm for the next Working Group Meeting to look further into developing the Neighbourhood Development vision and objectives had been rescheduled for Saturday 17th September at 10.30am at Dunham Hill Village Hall.

ACTION: add a Neighbourhood Plan tab to the website to allow an update to be available to the public.

ACTION: Provide Cllr Green contact for Sue Guest, Sue Hanson and Mr Gorman from Hapsford

Cllr E Gibson returned to the meeting.

Neighbourhood Development Grant – it was **RESOLVED 22/035** to submit a grant application for £4,826.00 to be spent before end of March to cover the following:-

£1,952.00 - Biodiversity Study of the designated area by Cheshire Wildlife Trust which will map the habitat distinctiveness and wildlife corridors. It will support the creation of relevant policies within the plan as well as enhancement projects.

£1,520.00 - Support from Cheshire Community Action with developing policy themes and collation of.

£1,140.00 - Support from Cheshire Community Action with Neighbourhood Plan survey analysis and report

£64.00 - Hire of village hall for working group meetings and information updates with residents.

£150.00 - Type of Activity Surveys and update leaflets printed for distribution by volunteers.

Community Action Plan Membership – it was **RESOLVED 22/036** to pay the Cheshire Community Action membership for 2022-23 at a cost of £20.00

ACCOUNTS

Cashbook – the council accepted the cashbook and updated budget v actual YTD dated 26-08-2022.

Bank Reconciliation

RESOLVED 22/037 – the council approved the bank reconciliation as circulated against the year-to-date cashbook and sign the reconciliation and bank statements.

Clerk's Training – it was **RESOLVED 22/038** that the Parish Council would financially contribute toward 's the Clerk's attendance at

SLCC Branch Conference - £30

SLCC Local Council Clerk Finance Summit - £54

CHALC General Power of Competence Training - £25

Costs for training to be split between the five Parish Council clerk worked for therefore cost to this parish council was £21.80

Income & Expenditure

RESOLVED 22/039 - to accept the income and expenditure as reported to the meeting:-

<u>To Whom Paid</u>	<u>Comments</u>	<u>Amount</u>
INCOME		
CWaC	Members Budget Grant – toward Festive Wreaths	£600.00

EXPENDITURE		
Clerk's Salary	Tax Point 5	£294.23
HMRC	PAYE Month 5	£15.60
Clerk's Salary	Tax Point 6	£294.23
HMRC	PAYE Month 6	£15.60
Clerk's Expenses	Expenses for August & September to include training costs	£177.80
Paul Johnson	Photocopying of Newsletter	£80.00
Community Action Plan Membership	Annual Membership subscription	£20.00
PQR Services	Payroll Services for Q1	£30.60

THE COMMUNITY

Community Space – Talbot Road

It was reported that the residents of Talbot Road had arranged for a planner to arrange a simple green space area and this has been submitted to Sanctuary Housing a design for utilizing the area at the bottom of Talbot Road for their consideration.

Additionally, it was reported that following the unsuccessful application to the Cheshire Community Foundation that Cllr H Deynem had contributed £600 from his Ward Members Budget towards the Christmas Wreaths workshop.

It was **RESOLVED 22/040** to run the workshop on Saturday 15th October at 10.30am and invite families from the villages to come along and create a Festive Wreath.

ACTION: send Cllr Gibson picture of Wreath and information on workshop.

Community Litter Picking Event – it was reported that the next Community Litter Picking Event would take place on 29th October at 10.00am meet at village hall in Dunham on the Hill and by Defib Machine in Hapsford.

Village Green Development – Dunham on the Hill

It was confirmed that Cllr Holmes had submitted a job to Scottish power for the provision of unmetered electricity for the Christmas Tree Lights in Dunham on the Hill (job number 000617698400) and it was hoped that a quote for the creation of this unmetered electricity supply would be created for approval at a future meeting.

Village Green Development -Hapsford – The clerk reported that quotes had been sought for the proposed village green developments of:-

- Living Willow Teepee – Twigtwisters - £700
- Bring and Share Book Shed - £100
- Planting - £150
- Planting of Wildflowers - £898.99

It was **RESOLVED 22/041** that the Parish Council submit a grant application to Marshes Community Benefit Fund for £1,848.99

Cllr Gibson suggested that a Defibrillator Sign for Defib Sticker be sourced to put on the Hapsford telephone box to highlight and include on the Community Litter Picking Event.

Hapsford Drains - It was reported that CWaC have been in contract with the landowners and they have given CWaC permission to enter the land and excavate to establish the problem.

Footpaths – It was reported that CWaC have cleared the footpaths from Hapsford to Hornsmill.

Cllr Gibson sought clarification with regards to the footpaths from Hapsford to Helsby due to discussion that have been had with Meres Edge and Honeywell. Cllr Holmes confirmed that the footpath from Hapsford to Helsby should be identified and priorities to secure it's future.

ACTION: provide the footpath application form to Hapsford residents and ask them to respond back to CWaC

EXTERNAL BODIES

CWaC's Neighbourhood Pride Scheme – following correspondence received from CWaC with regards to a new Neighbourhood Pride Scheme that they are running the following projects were proposed:-

Clearing of Weeds and siding back on footpaths along A56 – it was estimated that the length of this work was 4079 meter and the cost for the traffic management, waste removal, officers, equipment hire etc of £1,731.43 per day with the total area estimated to take possibly a week!

Protos Energy Recovery Facility – it was agreed that Cllr Bradley/Cllr Johnson represent that Parish Council at the first meeting of the Proto Energy Recovery Facility at the Protos ERF site on Tuesday 13th September from 5pm to 7pm.

Sandstone Meeting – the minutes of the recent meeting between the Chair's of the Parish Councils within the Sandstone Ward were brought to the meeting and noted.

Following the Sandstone Meeting the 6 Parish Councils that comprise the Sandstone Ward have written a joint letter to Andrew Lewis, CWaC's CEO, expressing concern about the increasing number of planning applications for small scale developments within green belt, which are then developed before planning permission is granted. The developments are causing considerable concern and are damaging local residential amenity for many residents across the Borough. In addition, it is seriously compromising the CWaC greenbelt policy.

We have therefore asked Mr Lewis to establish a senior team of officers with appropriate experience to review these persistent problems and explore suitable policy and procedural changes that would prevent these manipulations of the CWaC planning policy and the erosion of the greenbelt.

PARISH COUNCIL MATTERS

Boshaw Centre – following the request for a representative from the Parish Council to sit on the Boshaw Centre Committee it was agreed that Cllr Gibson and Cllr Green represent the Parish Council.

OLB – following discussion in relation to the OLB it was **RESOLVED 22/042** that a webpage be drafted in preparation and saved with a password to avoid it being published in error.

The clerk left the meeting.

CLERK – following the clerk's appraisal with Cllr Green made the following recommendations:-

1. One scale point increase to reflect successfully meeting objectives set as part of the appraisal process. This will take effect from 1st April 2023 in line with appraisal dates and contracts.

2. One additional scale point increase in light of additional training undertaken by clerk over the past year in completing her CILCA training. This will take effect from 1st September 2022.

It was **RESOLVED 22/043** that both recommendations be approved to include any national pay award increases for local government employees which is currently in progress.

DATE OF NEXT MEETING

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

The meeting closed at 21.08

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

Mrs T Ryall-Harvey 06/09/2022