

MEETING OF THE DUNHAM HILL & HAPSFORD PARISH COUNCIL

Tuesday 7th March 2023, at 7.00pm, at Dunham Hill Village Hall.

MINUTES

Present:	Cllr K Bradley – Chair	Cllr H Broadman
	Cllr C Green	Cllr S Wallace
	Cllr K Holmes	Cllr R Johnson
Clerk:	Mrs T Ryall-Harvey	Members of the public: 0

APOLOGIES FOR ABSENCE – Apologies were received and accepted from Cllr A Tribe, Cllr E Gibson and Cllr H Deynem.

DECLARATION OF INTERESTS – No declarations of interest were received.

PUBLIC PARTICIPATION – Nothing raised.

CORRESPONDENCE

Cheshire West and Chester Playing Pitch Strategy Consultation – it was reported that this consultation had been received and it was noted that the closing date for any comments was 12th March 2023.

Election Briefing (for May 2023) - it was noted that CWaC Democratic Services were running a Briefing for Candidates interested in standing as a Parish Councillor on Monday 6th March at Wyvern House, Winsford and Wednesday 8th March at The Racecourse, Chester.

Cheshire West and Chester Standardising School Year Consultation - it was reported that this consultation had been received and it was noted that the closing date for any comments was 3rd May 2023.

Kingsley and Gowy Police Update – it was reported that the February issue of the ‘Keep in Touch’ had been received and circulated around the Parish Council.

Cheshire West and Chester Council – Draft Local Validation Checklist - it was reported that CWAC were undertaking a consultation to assess and help determine comments on planning applications. Comments could be made online for this consultation until 22nd March 2023.

A resident sought clarification regarding being included on the Village WhatsApp Group once a resident had left the area. It was agreed that a message should be posted on the group to say that if the group admin were made aware that a member had moved away that they would be removed off the group unless they specifically asked to remain.

ACTION: Cllr Johnson undertook to tidy up WhatsApp Group membership.

ACCEPTANCE OF MINUTES

RESOLVED 22/058 - that the Chair signs, as a true and correct record the circulated minutes of the Parish Council meeting held on 3rd January 2023.

PLANNING

The Planning Register dated 27-02-2023 was accepted and changes to the planning register from last meeting were noted.

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

22/04619/FUL – Renley, Chester Road, Dunham on the Hill, Chester WA6 0JQ – Erection of a stable block – it was agreed that an objection should be submitted to this application.

22/04645/FUL – 4 Moor Court, Moor Lane, Hapsford WA6 0LA – Erection of Car Port – it was agreed that there were no objections to this application.

22/04674/OUT – Land at Mere's Edge, Chester Road, Helsby – Outline application (with all matters reserved) for the development of upto 100 dwellings (use Class C3), up to 30 bedspaces (Use Class C2), up to 1,000 sqm of commercial, business and service floorspace (Use Class E) and/or commercial uses (Use Class F), new pedestrian and cycle route, and associated highway, landscaping and engineering works – it was agreed that comments of concern as circulated prior to the meeting be submitted to the council following this consultation.

23/00436/CAT – Pear Tree Farm, Village Road, Dunham on the Hill, Frodsham WA6 0LX – Removal of Birch Tree – No objections

It was noted that the following planning applications had been decided since the last meeting:-

22/0977/FUL – Beechcroft, Chester Road, Dunham on the hill, Chester WA6 0JG – Two storey side extension – this application had been approved.

22/04505/CAT – 6 Croft Cottage, Church Lane, Dunham on the Hill, Chester, WA6 0LZ – Plumb (t1) – prune back to suitable growth points back to boundary line. Leylandii (t2) – section fell to ground level. Mixed species consisting of Hazel and Hawthorn (g1) – Prune back to suitable growth points back to boundary – this application had been decided.

Meres Edge Masterplan Update - Nothing to update.

NEIGHBOURHOOD DEVELOPMENT PLAN

Cllr Green provided a written report of the recent Neighbourhood Development Meeting that took place on 7th February which was circulated prior to the meeting.

It was also reported that a meeting between the Parish Council, Cheshire Community Action and Muir Housing had been held to discuss the possibility of commissioning a joint housing needs survey. It had been agreed that this work would benefit both the neighbourhood plan and Muir Housing due to it being a pre-requisite of planning permission for any development on the Wheatsheaf Site. Therefore, Muir Housing have agreed to fund Cheshire Community Action to prepare a survey, with the Parish Council paying for the printed and undertaking responsibility for the circulation and collection of the surveys.

Cllr Green requested that all surveys be circulated this weekend, and properties be revisited next weekend to collect completed surveys or assist anyone who had any questions in relation to the survey.

Cllr Green reported on initial work undertaken by the Wildlife Trust in preparing the bio-diversity study.

Wildlife Trust – it was **RESOLVED 22/059** to provide advanced payment for the bio-diversity study to be carried out by the Wildlife Trust to the value of £1,952.

Cheshire Community Action – it was **RESOLVED 22/060** to provide payment in advance for the Developing policy theses and collation and Neighbourhood Plan Survey, analysis and report work that Cheshire Community Action had agreed to undertake to the value of £2,810 to include the cost of the printing of the Housing Needs Assessment Survey.

ACTION: Cllr Green to invite John Heselwood to attend the next meeting.

Cllr Green to find out if John would prefer to meet face to face or virtually.

Clerk to find out if the meeting room with virtual facilities at the Helsby Community Sports Club could be utilized.

ACCOUNTS

Cashbook – the council accepted the cashbook and updated budget v actual YTD dated 23-02-2023.

Bank Reconciliation

RESOLVED 22/061 – the council approved the bank reconciliation as circulated against the year-to-date cashbook and signed the reconciliation and bank statements.

Income & Expenditure

RESOLVED 22/062- to accept the income and expenditure as reported to the meeting:-

<u>To Whom Paid</u>	<u>Comments</u>	
<u>INCOME</u>		
£500.00	Ward Members Grant contribution towards the installation of Electric on Dunham Hill Village Green	
<u>EXPENDITURE</u>		<u>Amount</u>
Clerk's Salary	Tax Point 11	£318.12
HMRC	PAYE Month 11	£21.40
Clerk's Salary	Tax Point 12	£318.12
HMRC	PAYE Month 12	£21.40
Clerk's Expenses	Expenses for Feb & March	£102.63
DH Village Hall	Hire of Hall	£192.00
Twigtwisters	Willow Weaving Workshop in Hapsford	£975.00
Cheshire Wildlife Trust	Pre-payment of Bio-diversity Study	£1,952.00
Cheshire Community Action	Developing policy theses and collation and Neighbourhood Plan Survey, analysis and report work	£2,810.00
SP Energy Network	Installation of unmetered electricity on the green in Dunham on the Hill	£2,633.75

RESOLVED 22/063 The purchase of 5 Litter picking hoops were approved at a cost of £8.99 each.

THE COMMUNITY

Community Space – Talbot Road – no further update. Cllr Bradley chased with Sanctuary Housing.

Community Tidy Up – it was reported that the next Community Litter Picking Event was reschedule on 1st April 2023.

Village Green Development – Dunham on the Hill – revised quote including excavation of the green to install the box, SP Energy Network £2,194.79 excluding VAT
Ducting and box £562.00

RESOLVED 22/064 for the clerk to sign the documentation and make payment for this project to proceed.

Village Green Development -Hapsford – The clerk reported that the living willow tippee workshop had been run on 11th February, it was very well attended by the local residents and looks fabulous.

Surface of Village Green is currently flagstones, it was suggested that a rubberized surface with hopscotch and snakes and ladders would improve the area and make it more useable by families with young children.

ACTION: Cllr Wallace to obtain three quotes and bring to a future meeting for discussion.

Hapsford Village Signs – It was suggested that to improve the entrance to Hapsford Village that 'village signs' stating you are entering Hapsford and please drive with care could be put on both entrances to the village.

ACTION: Cllr Wallace undertook to seek three quotes for installing two new village signs.

It was confirmed that a Street Furniture Licence would need to be obtained if this project was to proceed.

Defib Training – it was reported that Defib Training had been booked for Tuesday 21st March at 6.00pm in the Village Hall.

Hapsford Drains – It was reported that CWaC had undertaken the dye testing since the last meeting and the Council had been informed that a connection between the surface water drain and sewage system had been identified. The Officer from CWaC had also seen for himself the sewage in the surface water drain. They are not looking to undertake further investigations at the top of Hapsford village.

A resident has spoken with Diane Mason who is the United Utilities manager responsible for the pumping station at the bottom of Moor Lane about the dangerous state of the flooded, muddy access to the pumping station and that the flooding which occurs containing sewage. She has advised the resident that there is a connection between the surface water system and the surface water system coming from a private residence.

Following this the resident has stepped up his complaint to United Utilities, Langley Mere, and has been contacted by their Escalation team who confirmed the connection between the sewage and surface water systems.

A whole pile of hard core has been dumped on the access road to the pumping station which has much improved the road.

Hapsford Pond – **ACTION:** Clerk to seek confirmation of ownership of the Pond at the back of Hapsford.

PARISH COUNCIL MATTERS

Risk Assessment

RESOLVED 22/065 The Parish Councillor's approved the Risk Assessment as submitted to the meeting for 2023.

Asset Register

RESOLVED 22/066 The Parish Councillor's reviewed the circulated Asset Register and approved it for 2023 subject to the inclusion of the new bench outside the Boshaw Centre at a cost of £1,200.

Internal Auditor

RESOLVED 22/067 to instruct Mrs Sue Irlam to undertake the Internal Auditor for 2022-23.

EXTERNAL BODIES

Boshaw Centre – No further update provided to the meeting.

DATE OF NEXT MEETING

The Annual Meeting of the Parish Council would be held on Wednesday 10th May 2023 at 7.30pm at Dunham Hill Village Hall.

The meeting closed at 20:29

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

Mrs T Ryall-Harvey 07/03/2023