



DUNHAM HILL and HAPS福德

MEETING OF THE PARISH COUNCIL

To the Members of Dunham Hill and Hapsford Parish Council: You are hereby summoned to attend the Parish Council Meeting on Tuesday 7th November, 2023 to be held in Dunham Hill Village Hall, which will begin at 7.30pm, for the transaction of the business set out below.

Signed *Trudy Ryall-Harvey*, Clerk
30-10-2023

Clerk.dunhamhillpc@gmail.com, 07784 486 767

MEMBERS OF THE PUBLIC AND PRESS ARE INVITED TO ATTEND ALL COUNCIL MEETINGS
(Public Bodies (Admission to Meetings) Act 1960)

AGENDA

1.	APOLOGIES	And reason for absence.
2.	PARISH COUNCIL VACANCIES	To review and agree any applications for co-option following the election on 4 th May 2023.
3.	DECLARATIONS OF INTEREST	Members to declare any interest under the following categories: pecuniary, outside body and family, friend or close associate.
4.	EXCLUSION OF PRESS AND PUBLIC	Council is asked to discuss excluding the Press and public for any item listed on the below Agenda. The Parish Council may exercise their right to exclude the public and press by resolution from a closed meeting due to the confidential nature to be discussed pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960.
5.	PUBLIC PARTICIPATION	When members of the public may comment or raise questions regarding matters affecting the Parish. (max of 3 mins per person without prior agreement with Chair, and for a total of 15 minutes) <i>This provides an opportunity for members of the public (who are not usually permitted to speak during the meeting except by special invitation of the Chairman) to participate by asking questions, raising concerns or making comments on matters affecting Dunham Hill and Hapsford. No decision can be taken during this session, but the Chairman may decide to refer any matters raised for further consideration.</i> <i>N. B Councils cannot lawfully decide items of business that is not specified in the summons/agenda (LGA 1972 Sch 12, paras 10(2)(b) and Longfield Parish Council v Wright (1918) 88 LJ Ch 119</i>
6.	CORRESPONDENCE	To receive any correspondence since the last meeting and to agree any action required:- - Cheshire Fire Authority – Have your say on plans for next four years – to agree any actions PC wish to take in responding to this. - Police Crime Commissioner Review July – Sept 23 – to note. - Email from resident re Wild Garden on Low Hill – to agree any actions required. - Email from resident re Fly-tipping on Highway – to agree any actions required. - Email from resident re footpath from Dunham Hill Village to A56 Junction at Traffic Lights – to note.
7.	ACCEPTANCE OF MINUTES	To approve the minutes of the Parish Council meeting held on Wednesday 5 th September 2023.
8.	PLANNING	- To note planning applications as listed on the planning register, including comments submitted since the last meeting and enforcement matters. - To note any planning applications received since the agenda has been distributed. - Brookhouse meeting – to note the next meeting with the Brookhouse Group is scheduled for 5th December at 7pm. - Wheatsheaf Proposed Development Survey – to note the responses received on the survey that was undertaken and information received from Archway Homes.

9.	NEIGHBOURHOOD PLANNING	- To receive an update on the Neighbourhood Plan and approve any tasks that require undertaking before the next meeting. - To review and note the Project Plan & Scope.
10.	ACCOUNTS	1. To accept the Cash Book and Outturn v Budget Reports. 2. To approve the Bank Reconciliation against Cashbook YTD. 3. To seek requirements for 2024-25 in preparation for agreeing the budget and setting the precept. 4. Hapsford Christmas Tree – to approve the purchase of a Christmas Tree 5. To approve payments made since last meeting.
11.	THE COMMUNITY	1. Community Litter Picking Event – to agree a date for the next event. 2. Village Green Development – to receive an update and agree festive timetable. 3. Talbot Road Village Area – to note actions since last meeting and agree how this should be taken forward. 4. Hapsford Village Signs – to receive an update on the quotes requested for Village signs in Hapsford. 5. Hapsford Drains – to receive a verbal update.
12.	PARISH COUNCIL MATTERS	- Highways issues - To review the list of issues reported to CWaC and note any action taken. - Clerk Update – To receive a report following the recent Staff Appraisal and agree any recommendations.
13.	EXTERNAL BODIES	Boshaw Centre – to receive an update following the recent AGM
	DATE OF NEXT MEETING	Tuesday 2 nd January, 2024 at 7.30pm

From: Graeme Worrall <graeme.worrall@cheshirefire.gov.uk>
Sent: 18 October 2023 07:31
Subject: Cheshire Fire Authority 2024-2028 Draft Community Risk Management Plan
Attachments: Cheshire Fire Authority Draft 2024-2028 CRMP Summary.pdf

Dear Town and Parish Councillors,

We are writing to inform you that Cheshire Fire Authority has now launched a consultation on its draft 2024-2028 Community Risk Management Plan (CRMP), which is the Authority's blueprint for the next four years and seeks to address and mitigate the key fire and rescue risks facing Cheshire.

Within the draft CRMP we have outlined a range of proposals which aim to improve the service we provide to the communities of Cheshire through our Prevention, Protection and Emergency Response functions. Attached to this email is a summary document, which provides more information and explains our proposals, including:

- Changing how we staff our second fire engines at Macclesfield, Northwich, Runcorn and Winsford to provide more guaranteed fire engines across Cheshire during weekday daytimes.
- Changing how we crew the fire engine at Knutsford to provide guaranteed fire cover.
- Reorganising our daytime fire cover in the Warrington area.
- Reviewing our on-call duty system.
- Strengthening our prevention and protection work in the community.

We believe that these proposals will help us deliver more prevention, more protection and a better emergency response, keeping the communities of Cheshire even safer. We are keen to hear the views of residents, staff and partners as the Authority develops its final CRMP.

Further information on our CRMP, including the full document and supporting information, can be found on our [website](#). The consultation process runs until 2 January 2024. After this, the Authority will consider the feedback received before deciding on the final CRMP which will take effect from April 2024.

As local community representatives in Cheshire, we are keen to hear your views on our proposals and you can contact us using the details on this email or through completing an online survey that can be accessed on our [website](#). We would also encourage you to get in touch if any of your town or parish constituents contact you regarding this issue during the course of the consultation process.

Should you require a briefing in person from the Service on our proposed changes, we are keen to assist and facilitate these where possible. For such requests, in the first instance please contact our Engagement and Public Affairs Manager, Graeme Worrall, by emailing graeme.worrall@cheshirefire.gov.uk

Finally, we would be grateful for any publication you can give to our consultation in your local area to ensure that your local residents have their chance to have their say. If you would like to promote this consultation in your area, please contact our Communications and Engagement department by emailing communications@cheshirefire.gov.uk

Yours sincerely

Councillor Stef Nelson
Chairman





Cheshire
Fire Authority

Have your say on our plans for the next four years

Summary of our draft
Community Risk Management
Plan 2024-28

MORE **PREVENTION**

MORE **PROTECTION**

BETTER **RESPONSE**



Introduction

Our vision is a Cheshire where there are no deaths, injuries or damage from fires or other emergencies.

To achieve this, we need a plan for addressing the ever-changing risks in our communities now and in the future. This strategy is called a Community Risk Management Plan (or CRMP, for short), which all fire and rescue authorities have to produce regularly.

Our next CRMP is due to be published in April 2024. It will set the blueprint for how our Service will develop, and continue to prevent and respond to emergencies, over the next four years.

To draw up our proposals for the CRMP, we have looked at a range of information about the incidents we attend, our changing population and the risks we face in the future. We have also listened carefully to the views of our staff and the public.

Our proposals will enable us to:

- respond to incidents as quickly as we do now and, where possible, even quicker in the future
- keep the same number of fire engines and fire stations
- have more fire engines available, especially during the day
- rely less on on-call (part-time) fire engines and increase the number of full-time fire engines
- give our staff more time to keep our communities safe
- strengthen our prevention and protection work
- look after our people and avoid compulsory redundancies
- be a safe, supportive and inclusive workplace
- provide good, modern and sustainable buildings for our staff to work in
- maintain the same costs and deliver value for money.

The full range of our proposals can be found in our draft CRMP on our website. This summary outlines the key proposed changes to our emergency response.

Between now and the beginning of January, we want to know what YOU think of the things we want to include in our next CRMP. On the back page, you can read about the ways you can have your say.

Visit cheshirefire.gov.uk/crmp24-28 to read our draft CRMP in full, learn about the background to the proposals, view a series of short videos and respond online

**Cheshire**
Fire Authority

Cheshire Fire Authority comprises 23 elected councillors from across the county's four local authorities. They oversee Cheshire Fire and Rescue Service on behalf of the communities of Cheshire. For more information about the Authority, visit cheshirefire.gov.uk/your-service/fire-authority/

MORE PREVENTION
MORE PROTECTION
BETTER RESPONSE

Have your say on our draft Community Risk Management Plan 2024-28

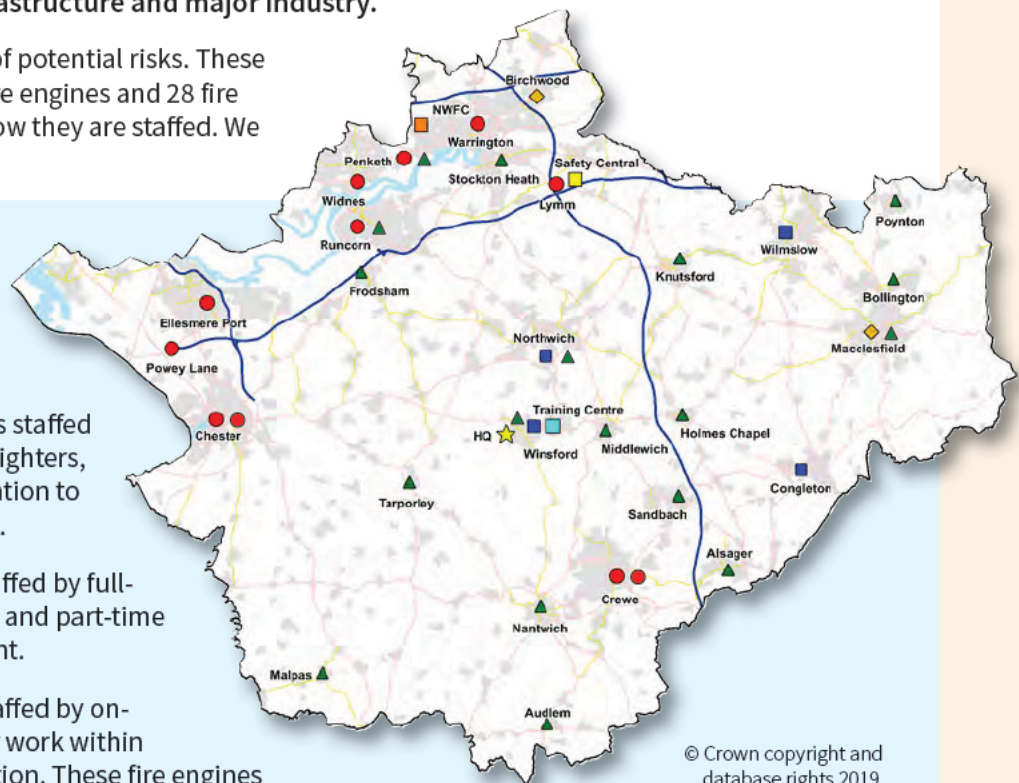


Your Fire and Rescue Service

We serve 1.1 million people across Cheshire East, Cheshire West and Cheshire, Halton and Warrington – an area of 905 square miles encompassing countryside, towns, a historic city, important transport infrastructure and major industry.

This means there are lots of potential risks. These determine where our 35 fire engines and 28 fire stations are located and how they are staffed. We call these 'duty systems'.

- **Wholetime:** 11 fire engines staffed by full-time firefighters available to respond 24/7.
- **Day crewed:** 4 fire engines staffed in the day by full-time firefighters, who live next to the fire station to respond at night if needed.
- ◆ **Nucleus:** 2 fire engines staffed by full-time firefighters in the day and part-time (on-call) firefighters at night.
- ▲ **On-call:** 18 fire engines staffed by on-call firefighters who live or work within five minutes of the fire station. These fire engines respond only if enough on-call firefighters are available.



© Crown copyright and
database rights 2019
Ordnance Survey
1000240064

In addition to our fire stations, we have a headquarters (★) and training centre (■) in Winsford and Safety Central (■), our life skills education centre in Lymm. 999 calls are handled at North West Fire Control (■) in Warrington, which we share with Cumbria, Lancashire and Greater Manchester fire and rescue services.

Our other departments

- Operational Policy and Assurance
- Prevention (see page 4)
- Protection (see page 4)
- Service Improvement
- Communications and Engagement
- Finance
- Governance
- People and Organisational Development

We share Information technology, facilities, procurement, legal services and stores functions with Cheshire Police.

MORE PREVENTION
MORE PROTECTION
BETTER RESPONSE

Identifying and managing **our risks**

Through our CRMP we identify the key fire and rescue related risks facing Cheshire and outline what we plan to do to address and mitigate them to make us all safer.

Through the development of our CRMP and our pre-consultation work we have identified a range of risks, which are outlined over the next two pages. We look to address these risks through three strands of activity:

- **Prevention** – working in the community and with partners to deliver fire, road and water safety advice and reduce risk.
- **Protection** – helping businesses and non-domestic premises to comply with fire safety laws (and where necessary enforcing compliance), reducing the risks they face from fire.
- **Response** – how we respond to fires and other emergencies.

Changing population

Fire and other accidents are more likely to affect the oldest and youngest people in our communities. Cheshire's population is getting older, meaning we could see more incidents unless we invest in our prevention work. At the same time, younger people continue to need our support to stay safe.

Road and water safety

We attend more road traffic collisions than fires in the home and more people are killed or seriously injured each year on the roads than in fires. In 2022, almost twice as many people drowned in the UK than died in fires.



MORE PREVENTION
MORE PROTECTION
BETTER RESPONSE

Have your say on our draft Community Risk Management Plan 2024-28

Modern methods of construction

If built outside recognised standards, or subsequently modified after construction, timber framed buildings can suffer rapid and major failings of their protection measures in a fire. This can present significant risk to building occupants and firefighters.

Non-domestic premises

A fire in any type of business premises can have a devastating impact on lives and livelihoods. We have a duty to help those responsible for these premises to understand and comply with fire safety laws or potentially face criminal action.

Climate change

Climate change is already causing severe weather events that require a fire and rescue response, such as the record-breaking heatwave of 2022. The number of people living in areas at significant risk of flooding could double by the 2050s.

Emerging technology

The number of fires caused by exploding lithium-ion batteries in e-scooters and e-bikes rose by 150% in 2021. As of 2022, there are more than a million solar panel installations in the UK and a growing number of large battery energy storage systems.

Maintaining sufficient fire cover

Despite significant investment in the on-call duty system (see page 3), we have not been able to improve the availability of our on-call fire engines.

Our draft CRMP explains the risks we face in further detail. The proposals over the page and our package of emergency response proposals later in the summary explain how intend to address these risks.



MORE PREVENTION
MORE PROTECTION
BETTER RESPONSE



Prevention and Protection projects 2024-2028

Prevention

Overseeing much of our community work, this department delivers fire safety and health and wellbeing advice to households, road and water safety education, reduces deliberate fires, engages with schools and young people and manages our volunteers. The department also runs Safety Central, our interactive life skills education centre at Lymm.

In the next CRMP we want to:

- reorganise the Prevention Department following a review this year of how its teams work
- increase the number of Safe and Well visits by the end of this CRMP, from the current 20,000
- make sure we continue to carry out Safe and Well visits for people most at risk and improve the way partners refer vulnerable people for a visit
- work with Cheshire Police to keep reducing arson
- launch a new Road Safety Strategic Plan with our partners and do more road safety education
- increase our water safety education activity
- improve the way we work with partners to safeguard and support people
- train our Prevention team and firefighters to deliver safety messages more effectively
- give safety advice about lithium-ion batteries when we engage with householders and communities.

Protection

This department ensures non-residential premises meet their duties around fire safety, engaging with businesses and where necessary enforcing legislation. Protection officers also work with local authorities and others on building regulations and the highest risk premises including industrial facilities, heritage sites and care settings.

In the next CRMP we want to:

- review our Protection Department to ensure it remains efficient and effective
- look at our inspection programme to ensure we visit the right premises
- review how we work with organisations who formally partner with us to provide fire safety advice
- ensure our activity supports the outcomes of the government's Building Safety Review
- put more fire officers through specialist protection training, enhancing firefighter safety and improving inspections of premises
- continue to campaign for the installation of sprinklers
- work with the fire and rescue service nationally to ensure planning authorities consider fire implications of new large-scale battery energy storage systems.

MORE PREVENTION

MORE PROTECTION

BETTER RESPONSE

Have your say on our draft Community Risk Management Plan 2024-28



Response proposals 2024-2028

PROPOSAL 1: change the way we measure response times

We want to improve the way we measure and report the time it takes our firefighters to get to incidents. This involves making some small but important changes that would enable us to better monitor the impact of the proposals set out on the following pages, all of which aim to improve our response times.

There is no national target for the time it should take a fire engine to get to an incident. Different fire and rescue services measure and report these times in different ways. In Cheshire, we currently meet our current 'response standard', agreed through previous risk management plans, which is to:

**Respond to life-risk incidents
within 10 minutes on 80% of occasions.**

We are proposing to change this to a commitment that:

**The average response time to primary fires in
Cheshire will not exceed 10 minutes.**

We would still aim to get the nearest fire engine to an incident within 10 minutes. However, behind the scenes there would be three changes to the way we measure and report our performance:

1. We want to start measuring our response time from the moment a 999 call is answered in our control room, not from the time the control operator alerts the fire station.
2. Instead of measuring the response times to life-risk incidents, we would measure the response times to fires involving homes, businesses and vehicles (known as 'primary fires').
3. We would report our average response time rather than the percentage of incidents we respond to in 10 minutes.

Rationale

The time it takes the fire and rescue service to get to incidents has gradually increased over the past 10 years in England. The reasons are varied and include things like increased traffic on the roads and the fact that staff who answer emergency calls ask more questions of the caller to understand the risk. Compared with the 16 other English fire and rescue services categorised as 'significantly rural', like Cheshire, we have limited the increase in our response times. We have achieved this by spreading the cover of our fire engines around the county.

At the moment, we measure and report our response times differently to the way the Home Office collects and reports the performance of fire and rescue services. This actually masks the

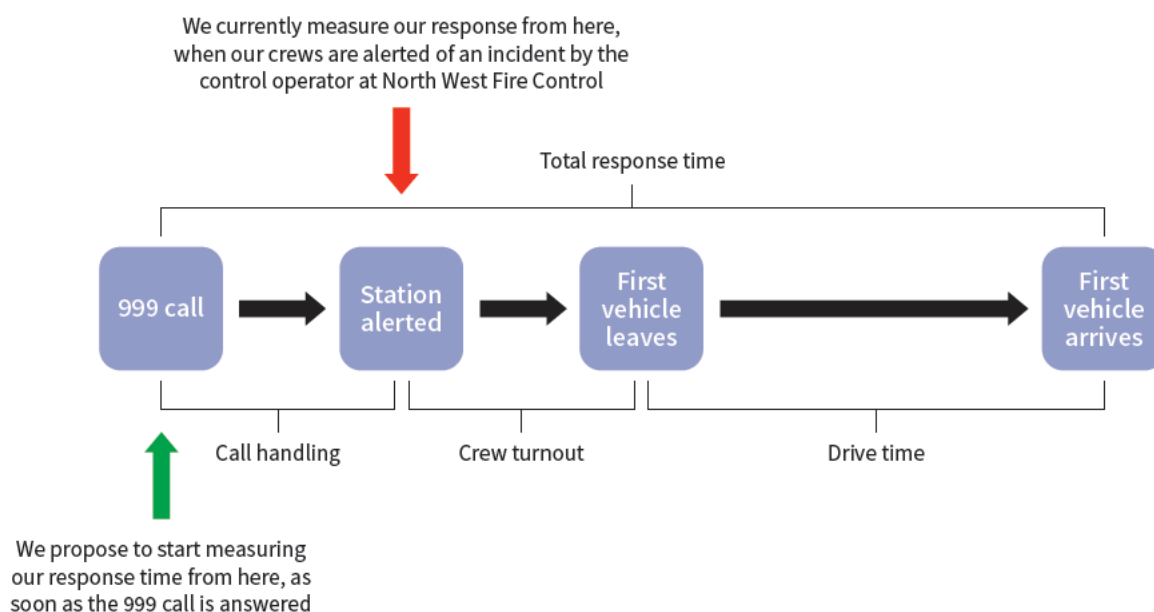


Response proposals 2024-2028

fact that our response times have increased. Our proposed changes would bring us in line with the Home Office's very reliable approach, enabling us to benchmark our actual performance with similar-sized services, with similar risks. National performance data on response times is publicly available .

Starting the clock from the moment a 999 call is answered in our control room gives a truer picture of the caller's experience than measuring it from the time the fire station is alerted. This was confirmed in feedback to our pre-consultation. It would also enable us to look at ways of speeding up call handling if necessary and the other steps in the process of deploying a fire engine including crew turnout and drive time.

Measuring response times to primary fires instead of life-risk incidents would not change the



way we respond to incidents. However, by measuring response times to primary fires – those involving homes, businesses and vehicles – rather than just life-risk incidents, we will get a broader picture of the speed of our response, which we can benchmark against other fire and rescue services.

Finally, during our pre-consultation, the public and our staff told us that they would prefer us to report our response performance as an average time rather than percentage.



PROPOSAL 2: convert four on-call fire engines to full-time crewing during weekdays

Runcorn, Winsford, Northwich and Macclesfield currently have two fire engines each. One is crewed by full-time firefighters and the other is crewed by on-call firefighters. We want to convert these on-call fire engines, so they are crewed by full-time firefighters during the day, Monday to Friday. The full-time fire engines at these stations would continue to operate as they do now, 24/7.

Because these fire engines would be crewed full-time, they would be guaranteed to be available on weekday daytimes. The on-call fire engines at these four fire stations have, on average, only been available for 18% of the time during the day.

The daytime weekday fire engines would be able to mobilise to incidents three and a half minutes faster than an on-call fire engine and help improve response times during our busiest periods. Importantly, the full-time crews would also deliver additional community work and prevention and protection activities, focusing on the people who are most at risk.

The four full-time weekday daytime fire engines would operate in defined areas, set out on the following pages, but also move around, as needed, to benefit the whole of Cheshire. They would not replace the on-call fire engines at other fire stations across Cheshire; they would be in addition to them, therefore adding greater resilience and capacity.

Rationale

On average the on-call fire engines at Runcorn, Winsford, Northwich and Macclesfield were available for less than 18% of the time during weekdays and 33% overall during 2022/23.

By converting these on-call fire engines to full-time crewing, they will be guaranteed to be available on all weekday daytimes and would be used in areas where they are needed most, helping improve resilience, response times and delivery of community work and prevention and protection activities.

Impact

- a) Increase of 20 full-time firefighter posts.
- b) Reduction of 55 on-call (part-time) firefighter posts at these four fire stations. Of these, 22 posts are vacant, 17 people are already full-time firefighters, which leaves 16 people remaining. They would be supported and offered suitable employment with us. We will also work closely with our trade unions to minimise the impact of the changes on all staff affected.



Response proposals 2024-2028

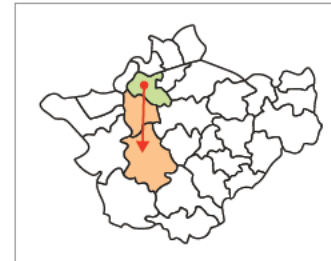
- c) No change to the number of fire engines across Cheshire, which would remain at 35.
- d) More fire engines guaranteed to be available during the daytime on weekdays, increasing from 17 to 21, resulting in improved resilience and faster response.
- e) Runcorn, Winsford, Northwich and Macclesfield would no longer have an on-call fire engine, but there would be no change to the number of fire engines guaranteed to be available.
- f) Possible reduction in callouts for on-call crews available in areas where the weekday daytime fire engines operate. If the on-call fire engines are available, we will aim to use the weekday daytime fire engines elsewhere to improve resilience and response. We will also invest in the on-call duty system to improve rewards, increase on-call availability and utilisation of all on-call fire engines – see Proposal 5.
- g) Faster response times and increase in community work and risk-reducing prevention and protection activities, focused on the people most at risk.



Northwich Fire Station

Weekday daytime fire engine 1

We are proposing to convert Runcorn's on-call fire engine to a weekday daytime fire engine, which would primarily provide flexible cover across the Frodsham and Tarporley areas.



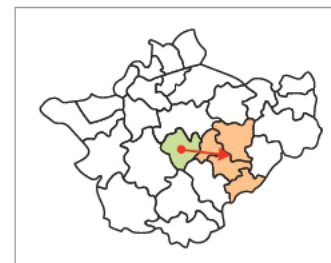
Rationale

We are proposing this change because the availability of the on-call fire engine at Runcorn in the day was on average 23% in 2022/23. In the first five months of 2023/24, it has averaged just 18%. At Frodsham, daytime availability averaged 13% and at Tarporley the on-call fire engine was available 27% of the time during the day.

Because there is already a full-time fire engine at Runcorn, there would be no change to the level of guaranteed fire cover in Runcorn and introducing the proposal would provide guaranteed cover available across Frodsham and Tarporley during weekday daytimes. If both fire engines at Frodsham and Tarporley were available to respond then we would use the weekday daytime fire engine in Runcorn or elsewhere in Cheshire.

Weekday daytime fire engine 2

We are proposing to convert Winsford's on-call fire engine to a weekday daytime fire engine, which would primarily provide flexible cover across Middlewich, Sandbach, Holmes Chapel and Alsager.



Rationale

We are proposing this change because the availability of the on-call fire engine at Winsford in the day was on average 14% in 2022/23. In the first five months of this year, it has averaged 9%. At Middlewich, daytime availability averaged 64%, at Sandbach 44% and at Alsager it averaged 57%. At Holmes Chapel the on-call fire engine was available during the daytime only 16% of the time.

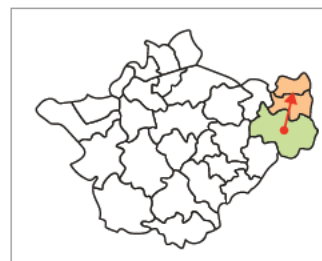
Because there is already a wholetime fire engine at Winsford, there would be no change to the level of guaranteed fire cover in Winsford. The proposal would provide guaranteed cover across the Middlewich, Sandbach, Holmes Chapel or Alsager areas during weekday daytimes. If one or more of these stations were available to respond then the resource would operate in one of the other areas in order to best maintain fire cover. As with the previous proposal, if fire engines at all four stations were available to respond then we would use the weekday daytime fire engine flexibly in Winsford or elsewhere in Cheshire to improve capacity.



Response proposals 2024-2028

Weekday daytime fire engine 3

We are proposing to convert Macclesfield's on-call fire engine to a weekday daytime fire engine, which would primarily provide flexible cover across Poynton and Bollington.



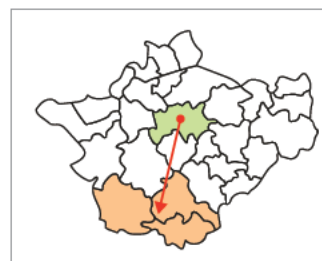
Rationale

We are proposing this change because the availability of the on-call fire engine at Macclesfield in the day was on average 24% in 2022/23. In the first five months of 2023/24, it has averaged just 6%. This does not include the on-call cover provided by crews at night. At Bollington, daytime availability averaged 76% and at Poynton this figure was 32%.

Because there is already a full-time fire engine at Macclesfield during the day, there would be no change to the level of guaranteed fire cover in Macclesfield. The proposal would provide guaranteed cover in Poynton and Bollington during weekday daytimes. If one of these stations were available to respond then the weekday daytime fire engine would operate in the other areas in order to best maintain fire cover. If fire engines at both stations were available to respond then we would use the weekday daytime fire engine flexibly elsewhere in Cheshire – in Macclesfield if required.

Weekday daytime fire engine 4

We are proposing to convert Northwich's on-call fire engine to a weekday daytime fire engine, which would primarily provide flexible cover across Nantwich, Audlem and Malpas.



Rationale

We are proposing this change because the availability of the on-call fire engine at Northwich in the day was on average 10% in 2022/23. In the first five months of 2023/24, it has averaged just 1%. At Nantwich, daytime availability averaged 64%, at Audlem it averaged 47% and at Malpas it was 13%.

Because there is already a full-time fire engine at Northwich, there would be no change to the level of guaranteed fire cover in the town. The proposal would provide a guaranteed fire engine available across Nantwich, Audlem or Malpas during weekday daytimes. If one of these stations is available to respond then it would operate across the other areas in order to best maintain fire cover. If fire engines at all three stations are available to respond then we would use the weekday daytime fire engine elsewhere in Cheshire as needed.



PROPOSAL 3: convert Knutsford's fire engine from on-call to day crewing

We want to improve response times and carry out more community work in and around Knutsford by reintroducing the day crewing duty system at the town's fire station. This would provide guaranteed availability of the fire engine 24 hours a day, seven days a week.

Full-time firefighters would crew the fire engine from 9am to 7pm on weekdays. At all other times the fire engine would be crewed as if it were still on-call. However, this on-call cover would be guaranteed because it would be provided by the full-time firefighters who do so as part of their contract. The full-time firefighters would live in the houses we own next to the fire station and would receive an additional allowance for providing the guaranteed on-call cover.

Rationale

Currently the fire engine at Knutsford is crewed on-call and is therefore crewed by part-time firefighters who live or work within five minutes of the fire station and respond by pager when on call. The fire engine's availability varies throughout the week and in 2022/23 it was available during the daytime for 38% of the time and 49% overall.

Day crewing already operates successfully at four fire stations across Cheshire and operated at Knutsford until 2017. Until then the fire station was also the base for our technical rescue unit, specialising in rescues from height and confined space. We propose to return that capability to Knutsford through this change.

When the fire engine is crewed full-time it would be on average three and a half minutes faster than an on-call fire engine, helping to improve response times during daytimes, Monday to Friday. Importantly, the full-time crew would also deliver additional prevention and protection activities focusing on the people in local communities who are most at risk.

Impact

- a) No change to the number of fire engines across Cheshire, which would remain at 35.
- b) More fire engines guaranteed to be available during weekday daytimes, from 17 to 22 resulting in improved resilience, when combined with Proposal 2.
- c) Faster response times.
- d) More community work and prevention and protection activities in Knutsford.
- e) The technical rescue unit would move from Lymm to Knutsford.
- f) Increase of nine full-time firefighter posts at Knutsford.

Response proposals 2024-2028

- g) Reduction of eight full-time firefighter posts elsewhere in Cheshire.
- h) Fifteen on-call (part-time) firefighter posts would be removed from Knutsford. Only 12 of these posts are filled currently. Of these, nine are filled by people who are full-time firefighters. The remaining three on-call firefighters would be supported and offered suitable alternative employment with us. Firefighters currently renting the houses we own next to the station would move out if they were not appointed into the new roles. We will work closely with our trade unions to minimise the impact of the changes on all staff affected by this change.



Knutsford Fire Station



PROPOSAL 4: reorganise daytime fire cover in Warrington

We want to improve the spread of daytime fire cover and prevention and protection activity across Birchwood and Stockton Heath, two of our five fire stations in the borough of Warrington. This would mean changes to the way we operate both these fire stations.

Birchwood

This is currently a nucleus fire station, which means it is crewed by full-time firefighters between 7am and 7pm every day and at night by on-call firefighters who live or work within five minutes of the fire station and respond by pager when on-call.

We propose to crew the Birchwood fire engine with full-time firefighters between 7am and 7pm on 50% of days (four days in eight), then by on-call firefighters on the other 50% of days. There would be no change to the on-call cover overnight between 7pm and 7am.

Stockton Heath

This is currently an on-call fire station, which means the fire engine is crewed solely by on-call firefighters who live or work within five minutes of the fire station and respond by pager when on-call.

We propose to crew the Stockton Heath fire engine with full-time firefighters between 7am and 7pm on 50% of days (four days in eight). Outside of these times there would be no on-call cover in Stockton Heath. Instead, neighbouring fire stations such as Warrington and Lymm would respond to incidents within 10 minutes. This happens now when Stockton Heath's on-call fire engine is not available.

Rationale

This proposal would balance fire cover and ensure that response times in Stockton Heath and Birchwood would still be within 10 minutes on average.

The outputs of community work and risk-reducing prevention and protection activities would remain the same in Warrington borough but would be shared more evenly across Stockton Heath and Birchwood.

During 2022/23, Stockton Heath's on-call fire engine was available only 10% in the day and 67% at night. This has worsened to 4% in the day and 62% at night in the first five months of 2023/24. Replacing this on-call cover with full-time cover on 50% of days will be, on balance, more effective.

Ending the on-call cover at Stockton Heath means that we can sell the nine houses we own near to the fire station and use the proceeds to fund our capital programme including replacing the fire station in Warrington town centre.



Response proposals 2024-2028

Impact

- a) No change to the number of full-time fire engines during the day in Warrington borough, which would remain at four.
- b) Average response times in Stockton Heath may be up to one minute faster. Average response times in Birchwood may be up to one minute slower. Average response times in both areas would still be within 10 minutes.
- c) No change to community work and prevention and protection activities in Warrington borough, but activity would be spread more evenly across Birchwood and Stockton Heath.
- d) Six of the 12 full-time firefighter posts at Birchwood would move to Stockton Heath.
- e) No change to the number of on-call firefighter posts at Birchwood and the on-call crew would be able to cover on 50% of days instead of nights only.
- f) Fifteen on-call firefighter posts would be removed from Stockton Heath. Only 10 of these posts are filled currently. Of these, five are filled by people who are full-time firefighters. The remaining five on-call firefighters would be offered suitable alternative employment with us. In addition, those on-call firefighters currently renting the houses we own near to the fire station would move out. We would work closely with our trade unions to support staff and minimise the impact of the changes.
- g) When the full-time fire engine is not available at Stockton Heath there would be no on-call cover. Cover will be provided by Warrington and Lymm within 10 minutes.
- h) We would sell Authority houses at Stockton Heath to help fund our capital programme.



Birchwood Fire Station

MORE PREVENTION
MORE PROTECTION
BETTER RESPONSE

Have your say on our draft Community Risk Management Plan 2024-28



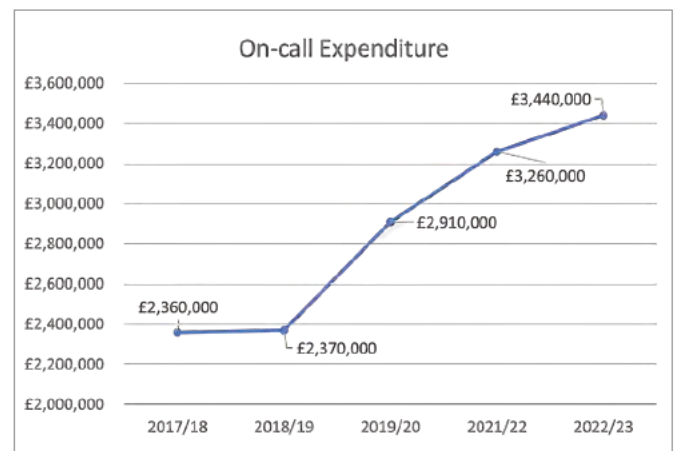
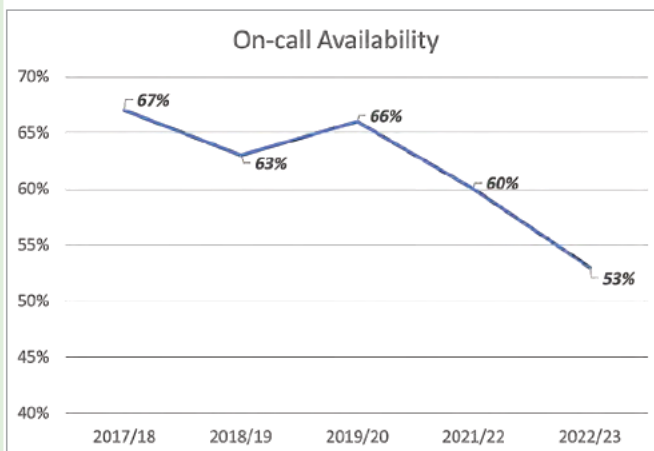
PROPOSAL 5: strengthen the on-call system

On-call firefighters live or work within five minutes of the fire station and are alerted by pager to respond to incidents.

They undertake their role as a part-time job, often in addition to demanding full-time employment and busy lives outside work. They are highly committed and work extremely hard to maintain the availability of the fire engine so they can respond to emergency incidents and support their communities.

Unfortunately, in recent years, the overall availability of on-call fire engines has declined; in some areas, quite significantly, especially during the day when we tend to be busiest. The decline in on-call availability is a major challenge across the country, not just in Cheshire.

Despite the best efforts of our on-call firefighters and major investment in the duty system, it has not been possible to reverse this decline.



Proposal 2 would increase the number of fire engines guaranteed to be available on a weekday across Cheshire, but it would not provide additional fire engines overnight or at the weekend. Full-time crewing is expensive and cannot be justified for fire engines that respond to low numbers of incidents, so we need to get the balance right. Therefore, we would still depend heavily on on-call firefighters. If the proposals are taken forward, they would continue to crew 12 of our 35 fire engines.

We want to reaffirm our commitment to the on-call duty system and our on-call firefighters. As a priority, we would undertake a review and take forward some of the learning from previous initiatives. Our aim would be to improve the pay and reward for on-call firefighters. We would also seek to strengthen the duty system to make it more effective, more rewarding for staff and more sustainable. On-call staff and the trade unions that represent them would help to shape our efforts and be involved at every stage.

* Data from 2020/21 has been excluded from the charts owing to the impact of the Covid-19 pandemic on on-call availability and expenditure.

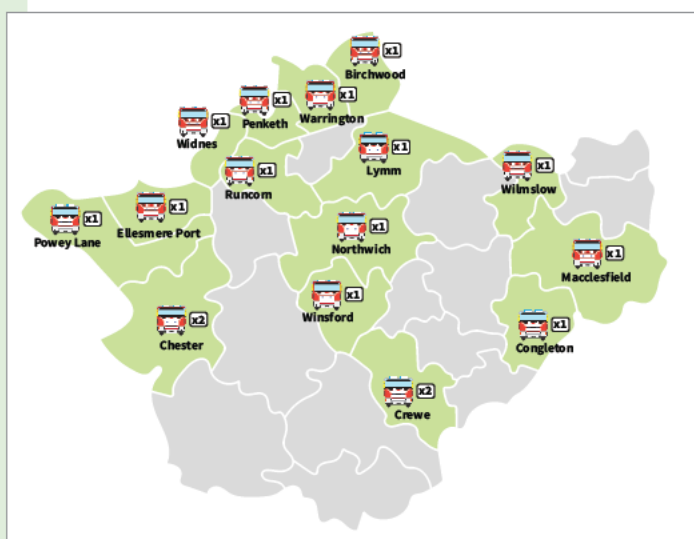
MORE PREVENTION
MORE PROTECTION
BETTER RESPONSE



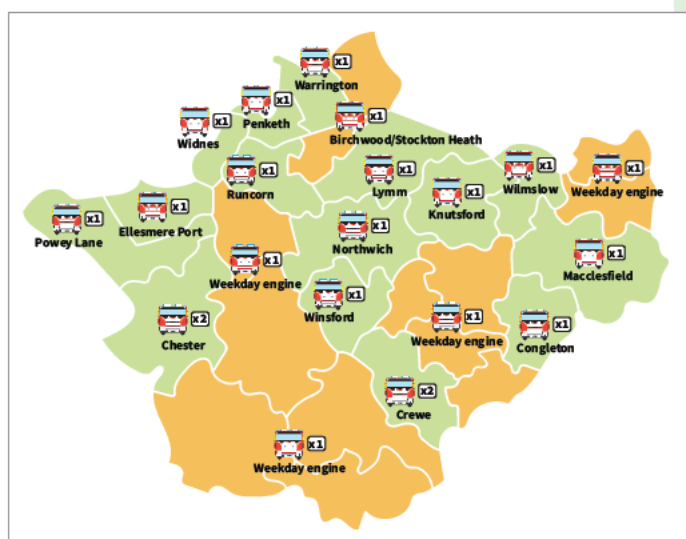
Impact of proposals at a glance

The two maps below show the impact on guaranteed fire cover on weekday daytimes if the proposals were implemented.

The first shows the current guaranteed weekday daytime provision, while the second shows the provision after the implementation of the proposals. The areas in green indicate guaranteed weekday daytime fire cover, while those in amber show the areas to be covered flexibly by the new daytime fire engines and the fire engines at Birchwood and Stockton Heath.



Current guaranteed weekday daytime provision



Proposed guaranteed weekday daytime provision
(this will also include guaranteed overnight cover in Knutsford)

The table below shows how the proposals would guarantee additional fire cover and enable us to carry out more prevention and protection work, while keeping exactly the same number of fire engines and fire stations

	Current arrangements	Proposed arrangements	Change
Fire stations	28	28	No change
Fire engines	35	35	No change
Guaranteed weekday daytime fire engines	17	22	+5
Guaranteed weekend daytime fire engines	17	18	+1
Guaranteed overnight fire engines	15	16	+1
Safe and Well visits to homes *	21,580	24,310	+2,730
Business safety inspections by firefighters *	6,896	7,156	+260
Assessment of premises presenting highest operational risks *	1,193	1,676	+483

* Minimum number of visits, inspections and assessments

MORE PREVENTION
MORE PROTECTION
BETTER RESPONSE

Have your say on our draft Community Risk Management Plan 2024-28



Other **Response** proposals

In addition to our five key response proposals, there is other work we want to do to improve the way we plan for and respond to emergencies. Some of these involve finishing work from our current CRMP.

- Review how we respond to flood and water-related incidents.
- Develop a plan for dealing with fires in large-scale battery energy storage sites.
- Make sure our specialist vehicles like aerial ladder platforms, boats and foam carrier are in the right places.
- Trial responding to cardiac arrests in some areas.
- Improve our wholtime (full-time) duty system at 24/7 fire stations.

Developing our organisation

Finally, we want to ensure that Cheshire Fire and Rescue Service is as good as it can possibly be, delivers value for money and looks after its people. Over the next four years we want to:

- reinforce our Core Values and the national Core Code of Ethics for the Fire and Rescue Service
- establish our new People Board to ensure we remain a safe and positive place to work
- publish new Equality, Diversity and Inclusion, and Communications and Engagement strategies
- attract, recruit and retain a diverse and empowered workforce
- play our part in work around the culture of fire and rescue services nationally
- develop our staff through accelerate progression, apprenticeships and degrees
- strengthen the way we support the health and wellbeing of our staff
- reestablish our own dedicated headquarters and bring together colleagues under one roof
- continue to review our remaining shared corporate services with Cheshire Police
- finish modernising our fire stations and set out plans for new stations at Warrington and Ellesmere Port
- invest in a new mobilisation system at North West Fire Control
- get the most out of our investment in Microsoft 365
- continue to invest in electric vehicles and charging equipment.



This year His Majesty's Inspectorate of Constabularies and Fire and Rescue Services (HMICFRS) found we are "good at ensuring fairness and promoting diversity", have "well-defined values, which staff understand" and a "positive working culture" with "staff feeling empowered and willing to challenge poor behaviours".

MORE PREVENTION
MORE PROTECTION
BETTER RESPONSE



Have **your** say

Before we make any final decisions on the proposals set out in our draft CRMP, we are consulting as many people as possible to find out what they think. We would like you to get involved and have your say.

There are a number of ways in which you can do this. The main way is through an online survey, which you can access by scanning this QR code or going to cheshirefire.gov.uk/crmp24-28



Alternatively, you can complete the questionnaire and return it to us at FREEPOST CHESHIRE FIRE CONSULTATION (no stamp required).

If you would prefer to get in touch in a different way, you can by the following methods:

- Email: consultation@cheshirefire.gov.uk
- Facebook: @CheshireFRS
- X (formerly known as Twitter): @CheshireFire

Our consultation runs from **Monday 2 October 2023** to **Tuesday 2 January 2024**, so please let us have your comments before then.

Further information

If you want to read our full consultation document and background information, please visit cheshirefire.gov.uk/crmp24-28

Here you will also be able to view videos explaining our response proposals.

If you require any information in a different format, then please call 01606 868700 or email consultation@cheshirefire.gov.uk

Next steps

After our consultation, members of Cheshire Fire Authority will look at a report summarising all the feedback at their meeting on 14 February 2024. Here, they will take the feedback into account as they consider and agree the final CRMP for 2024-28. Subject to their approval, the CRMP will then take effect from 1 April 2024.



MORE PREVENTION
MORE PROTECTION
BETTER RESPONSE

Have your say on our draft Community Risk Management Plan 2024-28

From: Police Crime Commissioner <Police.Crime.Commissioner@cheshire.police.uk>
Sent: 18 October 2023 11:06
To: Police Crime Commissioner
Subject: Commissioner's Review 2023 Q3
Attachments: Commissioner's Review July - Sep 2023.pdf

Dear Clerk,

Please find attached the latest Commissioner's Review, covering the work of my office and I over the last three months to help make Cheshire even safer and engage with local communities.

Cheshire Constabulary's latest Area Newsletters for each policing area, with key county-wide and local information covering the same period, are available on my website here: www.cheshire-pcc.gov.uk/news/local-updates

If you would like any paper copies of either the Commissioner's Review or an Area Newsletter please do let my office know.

I hope you find this information useful and are reassured that our police service is working hard to protect Cheshire's communities.

As ever, please don't hesitate to get in touch with any issues.

Best Wishes

John

Office of the Police & Crime Commissioner
01606 364000



Email: pcc@cheshire.police.uk

Address: Clemonds Hey | Oakmere Road | Winsford | Cheshire | CW7 2UA

Website: www.cheshire-pcc.gov.uk

Register for updates: [Commissioner's Newsletter](#)

Police activity in your area: [Cheshire Police Alert](#)





John Dwyer
Police & Crime
Commissioner
for Cheshire

Commissioner's Review

July - September 2023



John Dwyer

Police and Crime
Commissioner for Cheshire

Welcome to the latest Commissioner's Review. My office (OPCC) and I have been busy over the last quarter as the work to make Cheshire even safer continues.

There has been progress in all priority areas of the Police and Crime Plan. I have been out across the county hearing from residents about what matters to them, and my Annual Report shows that the Constabulary is delivering the safer communities we expect.

Additional funding secured by the OPCC continues to deliver a real-world impact, seen in key results achieved by the Constabulary when using the additional resources and equipment available.

I hope you find this latest update informative and useful. As ever, please don't hesitate to get in touch.

Making a difference



Funding secured by the OPCC is transforming policing and enhancing the service. Here is how it has made a difference recently:

The Force Control Centre recently used **GoodSAM technology** to locate a vulnerable adult female, saving her life.

A young person who was missing from home **approached officers working on a Safety Bus** and was reunited with their family.

A victim who was sexually assaulted **activated their Hollie Guard app on their mobile phone**, and was directed to a safe location and traced by officers who were able to provide safeguarding support. A suspect was identified and arrested.

Police and Crime Plan Priorities



Prevent and tackle crime



Make Cheshire's roads safer



Deliver justice for victims of crime



Protect vulnerable and at-risk people



Improve public confidence in policing



Modernise our police service

Scan or click the QR code below to read the Police & Crime Plan

Annual Report 22/23

In September I published my Annual Report, detailing progress against the Police and Crime Plan and other public priorities, as well as highlighting the performance of Cheshire Police. In short:



Crime down



Officer numbers up



Calls answered sooner



Quicker response times

That is what the public expect from their police service. It is happening and it is improving. With my office securing **£5 million in extra funding**, we really are working together to make Cheshire even safer.

The full report is available to view on my website.



Stay in
touch



www.cheshire-pcc.gov.uk



01606 364000



pcc@cheshire.police.uk



@CheshirePCC

Find out more





Making Cheshire even safer



Summer of shows

High levels of public confidence in policing can lead to increased crime reporting, which helps Cheshire Constabulary tackle crime and support victims.

It is important to me that I represent all of Cheshire's communities and develop the trust that they have in my role and their police service. Throughout the summer I have attended the Royal Cheshire Show, the Nantwich Show, Disability Awareness Day and Chester Pride, to hear from various communities about their experience and expectations of policing in Cheshire.



Project Cherish

Through my Police Innovation Fund 3,000 neurodiverse children across Cheshire have been issued with seatbelt covers. These contain information on the child's condition for emergency responders to collisions where the driver is incapacitated.



Making Cheshire's roads safer

I have purchased new speeding devices, which will enable each of Cheshire's nine policing teams to monitor more local roads and build data to support enforcement action.

I have also been working with Cheshire's Local Authorities on schemes to install cameras at hotspots in their area. Two installations are set to begin before Christmas.



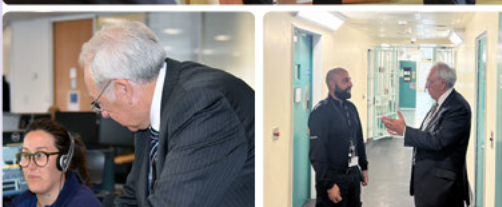
'Honour'-based abuse conference

I hosted a conference and vigil with charity Savera UK to discuss the issues of 'honour'-based abuse and harmful practices, and to remember Warrington teenager Shaflea Ahmed.



Department visits

I have been visiting the different Cheshire Constabulary departments to speak with officers and staff, to find out about the challenges and successes they are experiencing in their roles.



Operation Shield

I have funded SelectaDNA Intruder Spray kits to protect businesses from burglaries and robberies.



ASB survey

I gave local residents the opportunity to have their say on how an extra £1 million of Safer Streets funding should be spent in their area, to tackle anti-social behaviour across Cheshire.



Community Action Fund



The fund supports crime prevention and community safety projects. The application process is open until 30 November.

From: [REDACTED]
Sent: 29 September 2023 16:29
To: Trudy Ryall-Harvey
Subject: Wild Garden LOW HILL

Hello Trudy I had a pleasant chat with a chap delivering the P/C Newsletter Keith I think

I mentioned if it would be possible to make use of the Strip of Land at the bottom of Low Hill on the side of the wooden bus shelter, & perhaps grow a WILD GARDEN as it is serving no purpose in its present state

Not sure who owns that Patch of land, maybe the Highways !!!!! perhaps you could have a word with them, they might even contribute towards turning that Patch into some thing that would promote WILDING to the environment

Just a Thought  Thanks [REDACTED]

P.S I observed : Another defibrillator training had taken place May I request that the Cheshire Park Residents could be informed & invited to any future training sessions. That would be most helpful Thank You

From: [REDACTED]
Sent: 07 October 2023 17:08
To: Trudy Ryall-Harvey
Subject: Fw: Refss551930870 a56

Hello Trudy please see attached fwd photo sent to the Highways concerning what in my opinion is Fly Tipping by the Site Owner Mr [REDACTED] I have 2 other eye witness's & a Video I had reported this incident to the Highways but alas they appear to deem this action as NO ACTION which is amazing!!!! in a email sent to-day. As this lack of concern by the Highways does in my humble opinion give the Site Owner the GREEN LIGHT to dump whatever material he so wishes to dispose from the PARK This is not the first time the Site Owner has DUMPED building material from the Cheshire Park Homes site !!!!!

The Highways Reference No SS551930870 Thank You B.Wilton-King
P.S As stated I have a Video that will verify my concerns

----- Forwarded message -----

[REDACTED]

From: [REDACTED]
Sent: 21 October 2023 09:21
To: clerk.dunhamhillpc@gmail.com
Subject: Thank you

Good morning

I would just like to thank who ever arranged for the footpaths to be cleared between the village and the traffic lights on the A56 in Dunham on the Hill. I live on the main road and walk my dog on the path most mornings. It had been becoming ever more difficult to stay on the path because of the overgrown hedges and weeds. This mornings walk was a much better experience for both me and Teddi. Please pass on my grateful thanks.

[REDACTED]



DUNHAM HILL & HAPSFORD PARISH COUNCIL MEETING

Tuesday 5th September 2023, at 7.00pm, at Dunham Hill Village Hall.

MINUTES

Present: Cllr K Bradley – Chair
Cllr C Green
Cllr S Wallace
Cllr H Boardman
Cllr R Johnson
Cllr A Tribe
Cllr S Clarke
Cllr H Deynem (Ward Councillors)
PCSO Netherton
PCSO Bailey

Clerk: Mrs T Ryall-Harvey
Members of the public: 10

APOLOGIES FOR ABSENCE – Apologies were received and accepted from Cllr K Holmes due to ill health.

PARISH COUNCIL VACANCIES – It was reported that there remained three vacancies available for co-options Stuart Clarke had expressed his interest on becoming a Parish Council member. Proposed by Cllr Bradley and seconded by Cllr Green and unanimously **RESOLVED 23/026** to accept S Clarke as a Parish Councillor until May 2027.

PRESENTATION – A presentation was received from Rachael Whelan of Archway Homes on the updated proposed planning submission on the site of the Wheatsheaf.

She highlighted that the scheme was fully affordable as this is what they believe CWaC may support. Additionally, since the last meeting a proposed small office building had also been included on the site currently for the use of Archway Homes this would allow car parking for the office during Monday – Friday 9 – 5pm and could be utilized by the Church next door for it's Sunday Services.

The revised plans shown allowed for two options; option one was 10 homes and an office, option two including a further 4 x one bedded apartments as again Archway homes believed that that CWaC was more likely to support the application with the inclusion of these 4 x one bedded apartments as there was currently a need for this within CWaC. The bio-diversity land remained at the back of the site that would be closed to the public. The revised mix was:-

- 1 x 4 bedroomed houses
- 7 x 3 bedroomed houses
- 2 x 2 bedroomed houses
- 4 x 1 bedroomed apartment
- 1 x office 3,000 sq ft
- All affordable housing split 50/50 shared ownership and rental.

The following questions were raised by Parish Councillors and residents:-

- Concern was raised as to if there could be any vibration damage to Church properties. Archway Homes felt that the Church was far enough away from the site and the building that was taking place that this should not be affected.
- A question was raised in regard to if the Church would need to utilize the car parking during Monday to Friday office hours as it would only have availability outside of these times. The Vicar confirmed that infrequently this may be needed if a wedding, funeral or Christening was scheduled.

Cllr Wallace joined the meeting.

- A question for a resident was raised with regards to what was thought with regards the Parish Land which is currently proposed to be gifted to the Parish and it was then upto the Parish Council to consult for how this land could be best utilized or but Archway Homes were aware that a play area had been requested at previous meetings.
- A questions was raised as to who would be responsible to fund the maintenance of the Bio-diversity Area – Rachael was hoping that this could potentially be funded via Muir and Archway jointly for 30 years that it was in place but this had not yet been agreed.
- Residents felt that the Parish Council should be encouraged to state that a play area is required by residents within any Section 106 monies that are available on this project.
- A question was raised to the PCSO as to if there were any Safer Scheme Money available from the Police and Crime Commission. The PCSO encouraged the Parish Council to ask the Crime Commissioner to see if any funding was available to help towards the installation of a play area.

It was reported that Archway were almost at the point of submitting the planning application but felt it was crucial to get the support of the community and therefore was seeking residents opinions on the following questions:-

- Do the residents support having an office on the site.
- Do the residents support having 4 x 1 bedroomed apartments
- Do the residents support affordable housing.

ACTION: It was suggested that Archway draft a short article with a survey to include these questions to be included in the Parish Council's newsletter to allow the residents the opportunity to provide comments.

It was suggested that Rachael provide four sets of the plans to put on the Parish Council's notice boards to seek residents opinions.

10 residents left the meeting.

PUBLIC PARTICIPATION –

Boshaw Centre – Cllr Deynem reported that he was still receiving concerns from the residents that the facilities is not considered to be as accessible to the community and did not provide the level of community support and facilities as it was originally designed to do. CWaC have had a couple of meetings with the two Trustees. CWaC are looking at the lease to ensure that the Trustess are delivering what they are supposed to within the lease terms.

Cllr Deynem reported that the lease was originally signed in 2013, there are break clauses at 7, 14 and 21 years. CWaC are aware of the communities' concerns. Cllr Deynem was hopeful that a meeting could be set up shortly with the Trustees to discuss further. Cllr Deynem sought clarification if anyone was aware of how land was originally gifted and were any restrictions put in place at the time of the gifting?

Gethsemane- Cllr Deynem reported that he would be happy to call in the planning application to the Planning Committee subject to the Parish Council requesting this. Cllr Deynem reported that the Enforcement Team needs to regularly monitor the site to ensure that no work is carried out prior to the appropriate planning permission.

Cllr Deynem left the meeting.

The PCSO report that there is currently no crime to report in Dunham on the Hill and Hapsford, she tried to get the truecam out as often as she is able in the area and had been out the previous week. She reported that there is currently only one truecam available for the whole of the area.

The Clerk asked about what the process was to get an assigned area for a police van on the Chester Road. The PCSO confirmed that she believed this needed to be negotiated with Highway on.

ACTION: let the PCSO know when the Community Litter Picking event is so if they are on Rota they could attend to meet residents.

Parish Councillor's sought confirmation as to if a Community Speedwatch Team would be established in the area. It was agreed that the Parish Council would need to explore the level of interest from residents for this.

The Chair thanked the PCSO's who attended the meeting.

PCSO Netherton & Bailey left the meeting.

DECLARATION OF INTERESTS – No declarations of interest were received.

CORRESPONDENCE

Residents Email re Condition of wall in Hapsford-it was reported that the clerk had received an email with regards to a resident's concern about the condition of a Sandstone Wall in Hapsford, this has been circulated around the Parish Council and two Parish Councillor's had visited the landowner and shared their concerns. It was reported to the resident and they had agreed to repair the wall.

ACCEPTANCE OF MINUTES

RESOLVED 23/027 - that the Chair signs, as a true and correct record the circulated minutes of the Parish Council meeting held on 4th July 2023.

PLANNING

The Planning Register dated 22-06-2023 was accepted and changes to the planning register from last meeting were noted.

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

- 23/02430/FUL – Land to the North/North-East of Hapsford Hall off Moor Lane/Cash Lane Hapsford – Change of use of land to outdoor Nursery/Forest School activities (within Use Class E- Day Nursery/Creche), with pedestrian only access via Hapsford Hall. The Parish Council submitted a Neutral response to this application.
- 23/02194/FUL – Gethsemane Caravan Park, Chester Road, Dunham on the Hill, Chester – Transfer of existing plot 6 Gypsy caravan pitch and utility to the location to the north of the site (plot 7), and the provision of 4 Gypsy transit pitches on the location of the previous plot 6 – the Parish Council undertook to consult residents outside of the Parish Council meeting and submit a response.

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

- 23/01467/FUL – 5 Moor Court, Moor Lane, Hapsford, Chester – Single storey rear extension, glazed link to adjacent accommodation and balcony at first floor of ancillary accommodation –approved.

Helsby Vision Masterplan

It was reported that Mr T Whitehead had provided an update in relation to the application that has been submitted to CWaC for residential usage of an allocated site adjacent to the former Honeywell Works. Mr Whitehead offered to attend a future meeting to discuss the proposal in more detail if the Parish Council felt it would be of benefit.

ACTION: Arrange a virtual meeting

NEIGHBOURHOOD DEVELOPMENT PLAN

Cllr Green provided a written report on the Neighbourhood Plan objectives and policy areas:-

To conserve and enhance Dunham-on-the Hill and Hapsford's natural environment, wildlife, biodiversity and local landscape character

Policy areas – Local Green space and Wildlife and Biodiversity

- To ensure the community infrastructure continues to reflect the evolving needs of the local community, including the conservation and enhancements of links and access to the open countryside and local facilities with the encouragement and support of safe and sustainable transport where possible

Policy areas – Sustainable Transport, Community Infrastructure and Footpaths and Cycleways

- To ensure that new development is well designed, sustainable, in keeping with local character and reflects local needs

Policy areas – Housing and Design and Sustainable Urban Drainage

- To conserve and enhance Dunham-on-the Hill and Hapsford's heritage assets

Policy areas – Heritage Assets

- To ensure that Dunham-on-the Hill and Hapsford remains a friendly place with a strong sense of community and thriving local amenities

Policy areas – Protecting Community Facilities and Assets

- To support and ensure that any future development of the land currently taken up by the unused Wheatsheaf public house and grounds is sustainable, of high quality and fully meets the residential and business needs of the parish whilst becoming fully integrated within the community of Dunham Hill and Hapsford

Policy areas – Housing and Design and Sustainable Urban Drainage (specific to the site as well as linking with the earlier objective)

- To encourage and support renewable energy generation at an appropriate scale that minimizes impact on the natural environment, wildlife, biodiversity and local landscape character

Policy areas – Renewable Energy Generation and Wildlife and Biodiversity

Proposed by Cllr Green and seconded by Cllr Bradley unanimously **RESOLVED 23/028** that the Parish Council agree the objectives of the Neighbourhood Plan as listed above.

Proposed by Cllr Green and seconded by Cllr Wallace and unanimously **RESOLVED 23/029** to approve:-

1. the quote of £3,180.00 from CCA for their work.
2. the quote from Oneil Homer for the Technical Planning Support Costs (external to CCA) of:-
 - Policy Drafting - £2,312.00
 - Drafting NP Document £1,156.00
 - Regulation 14 Analysis £1,156.00
 - Final NP Document - £578.00
 - Basic Conditions Statement - £1,156.00
 - Examination - £1,156.00
 - Project Meetings (three online meetings) - £867.00Total Cost £8,381.00 + VAT = £10,057.20

3. To explore the opportunity to identify the Wheatsheaf as a site specific for housing and if the landowners permission is required prior to doing this.
4. Apply for all available and suitable funds from the Neighbourhood Planning group (Locality)

Cheshire Wildlife Trust report on Protecting and Enhancing Dunham on the Hill and Hapsford's Natural Environment was circulate prior to the meeting for the Parish Councils information. It was confirmed that this had been included on the website and questions raised by Parish Councillors had been forwarded to the Cheshire Wildlife Trust for them to respond to.

ACTION: Cllr Green undertook to circulate the Cheshire Wildlife Trust's responses to the questions raised.

RESOLVED 23/030 - that the Parish Council subscribe to Cheshire Community Action for 2023-24 to provide support with the Neighbourhood Development Plan at a cost of £20.00.

It was noted that the next Neighbourhood Development Plan meeting was due to take place on 3rd October, 2023 and Cllr Green undertook to confirm back if this meeting would go ahead.

ACCOUNTS

Cashbook – the council accepted the cashbook and updated budget v actual YTD dated 26-08-2023.

Bank Reconciliation

RESOLVED 23/031 – the council approved the bank reconciliation as circulated against the bank statements.

Festive Lights for Dunham on the Hill

RESOLVED 23/032 – the council approve the purchase of Festive Lights for Dunham on the Hill assuming that Cllr Johnson can achieve a quote better than £500.00.

Income & Expenditure

RESOLVED 23/033- to accept the income and expenditure as reported to the meeting:-

<u>To Whom Paid</u>	<u>Comments</u>	
<u>EXPENDITURE</u>		<u>Amount</u>
Clerk's Salary	Tax Point 5	£302.92
HMRC	PAYE Month 5	£36.60
Clerk's Salary	Tax Point 6	£333.32
HMRC	PAYE Month 6	£ 6.20
Clerk's Expenses	Expenses for September	£70.10
Complete Security	Supply of Cabinet & Accessories for Village Green	£599.92
Cheshire Community Action	Annual Membership	£20.00

THE COMMUNITY

Community Litter Picking Event – It was agreed that the next Community Litter Picking date should be planned for 11th November.

Village Green Development – Dunham on the Hill – Electricity has now been installed on the green in Dunham on the Hill and a trench now needed to be dug to install cabling to the tree.

ACTION: Cllr Johnson, Cllr Bradley and Cllr Holmes undertook to undertake this prior to the next meeting.

Village Green Development -Hapsford – No further update was available for this.

Hapsford Village Signs – It was reported following Cllr Wallace receiving the quote for the signs that Cllr Johnson was working on getting a quote from a local company to undertake the manufacturer of the sign in solid Oak and the installation.

ACTION: Cllr Johnson undertook to provide the design to the Clerk for submission to CWaC.

Hapsford Drains – Cllr Wallace and the Clerk confirmed that CWaC were hoping to undertake further die testing at the end of the week following undertaking camera work previously.

PARISH COUNCIL MATTERS

A list of the items reported to CWaC that required review was circulated and noted.

ACTION: The Chair sought clarification as to if the Clerk had reported the blocked footpath he had photographed?

ACTION: Get the statistics for the crossing on Chester Road.

DATE OF NEXT MEETING

The next Meeting of the Parish Council would be held on Tuesday 7th November 2023 at 7.30pm at Dunham Hill Village Hall.

The meeting closed at 20.51

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

Mrs T Ryall-Harvey 05/09/2023

Dunham Hill & Hapsford Parish Council Planning Register 2022

	Received	No.	Location	Description	PC Observation	Result
	11 Sept 2020	20/02301/FUL	Hobgoblin Farm Hob Lane Dunham On The Hill Chester Cheshire WA6 0LW	Slurry lagoon - retrospective	No-objections	Awaiting Decision
	Tue 13 Dec 2022	22/04619/FUL	Renley Chester Road Dunham On The Hill Chester Cheshire WA6 0IQ	Erection of stable block	Objected	Awaiting Decision
	Fri 16 Dec 2022	22/04645/FUL	4 Moor Court Moor Lane Hapsford Chester WA6 0LA	Erection of Car Port	No objections	Awaiting Decision
	Tue 20 Dec 2022	22/04674/OUT	Land At Mere's Edge Chester Road Helsby Frodsham	Outline application (with all matters reserved) for the development of up to 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 community uses (Use Class F), new pedestrian and cycle route, and associated highway, landscaping and engineering works	Not supported	Awaiting Decision
	Wed 08 Feb 2023	23/00401/LDC	Land To The North/North-East of Hapsford Hall Off Moor Lane/Cash Lane Hapsford Cheshire	Temporary use for up to 28 days per calendar year for outdoor nursery/creche activities (within Use Class E) together with provision of a portaloo and yurt(s) as temporary moveable structures.	Not consulted on	Approved

Dunham Hill & Hapsford Parish Council Planning Register 2023

	Received	No.	Location	Description	PC Observation	Result
1	Thu 04 May 2023	23/01467/FUL	5 Moor Court Moor Lane Hapsford Chester WA6 0LA	Single storey rear extension, glazed link to adjacent accommodation and balcony at first floor of ancillary accommodation.	Neutral	Approved
2.	Wed 17 May 2023	23/01611/AGR	Hob Lane Farm Hob Lane Dunham On The Hill Chester Cheshire West And Chester WA6 0LS	Erection of an Agricultural grain store	Not consulted on	Decided
3.	Mon 31 Jul 2023	23/02430/FUL	Land To The North/North-East of Hapsford Hall Off Moor Lane/Cash Lane Hapsford Cheshire	Change of Use of land to outdoor Nursery/ Forest School activities (within Use Class E - Day Nursery/ Creche), with pedestrian only access via Hapsford Hall.	Neutral	Approved

Judy Ryall-Harvey
Dated 30-10-2023

From: [REDACTED] >
Sent: 11 October 2023 11:11
To: Keith Bradley - Chair; clerk.dunhamhillpc@gmail.com
Cc: [REDACTED]; 'Kevin Holmes DH&H PC'
Subject: DH&H Neighbourhood Plan
Attachments: Issued 12.2.21.pdf

Morning Keith and Trudy,

Thank you and colleagues for your time last week, we found it a useful session.

In relation to the Neighbourhood Plan, we understand you expect to publish a draft and have it adopted over the course of the next year.

The plan is an opportunity to shape development in your area, and we would welcome the opportunity to meet with the NP Steering Group specifically to discuss how we can work together to realise your priorities: clearly things that require private land, like new pedestrian/ cycle connectivity in the area, the linear park/ green spaces/ allotments, renewable energy and community facilities can only be realised if they are positively and collectively planned for. And without a means of funding such facilities, they cannot be delivered.

Brookhouse has a very good reputation locally, having delivered the replacement Helsby Community Sports Club, of which the community is very proud; this was the result of careful collaboration between the respective parties. We have started a similar collaboration with our 'Visioning' exercise, with representatives of both Dunham on the Hill & Hapsford PC and Helsby PC: the latest draft is attached; clearly that document should evolve to meet the community's priorities.

We hope the offer of a meeting is of interest.

Kind regards,

Tom

Tom Whitehead MRTPI MCIPR
Brookhouse Group
Group Town Planning Manager



Prospect House
168 – 170 Washway Road
Sale
Cheshire
M33 6RH



www.brookhousegroup.co.uk

From: Keith Bradley - Chair <chair@dunhamhillandhapsford.co.uk>
Sent: Tuesday, October 3, 2023 8:25 AM



Helsby and Dunham on the Hill & Hapsford Parish Councils

MERE'S EDGE, HELSBY



FINAL DRAFT

Vision Statement

Working jointly, the parish councils of Helsby and Dunham on the Hill & Hapsford are driving a Vision towards the future growth of Mere's Edge, Helsby.

The vision builds on the progress made with the existing Mere's Edge Development Brief, and aims to meet community needs through the creation of a Vision Document and Vision Masterplan.

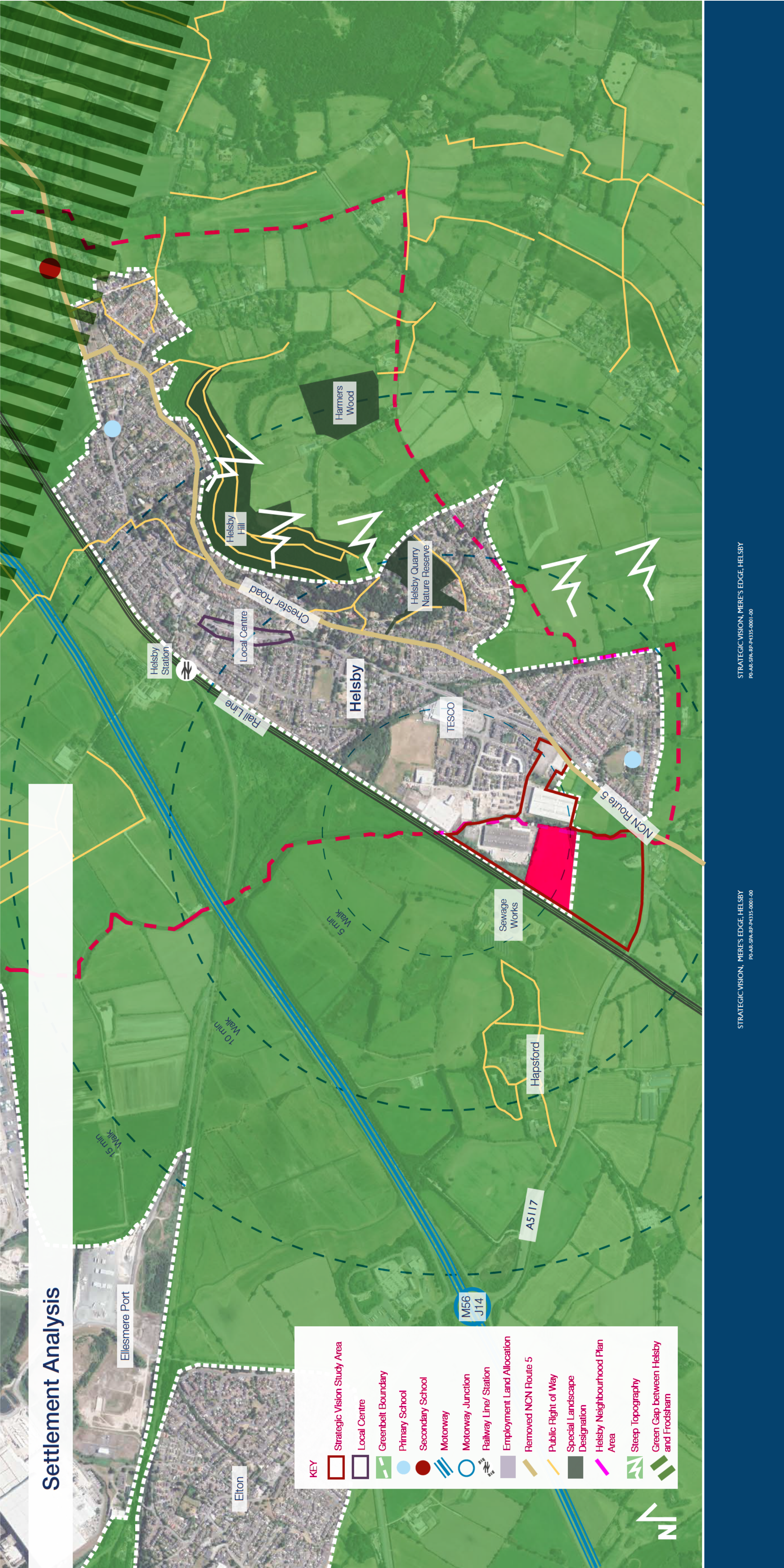
The objective is for the Vision Document and Vision Masterplan to be a material consideration in planning applications within the Vision Area.

Development in this location offers the opportunity for a step-change in character and quality, exploring a new access from Chester Road and delivering new community infrastructure in a properly planned new walkable and cycleable neighbourhood

This Vision Document and Vision Masterplan has been prepared by Brookhouse Group with support from the following Consultants:

- WSP - Planning, Noise and Vibration and Air Quality and Odour
- Spawforths - Masterplan and Urban Design
- ECUS - Ecological Appraisal
- FPCR - Arboricultural Impact
- Hydrock - Transport Assessment
- Weetwood - Flood and Drainage

Settlement Analysis



Planning Policy Context

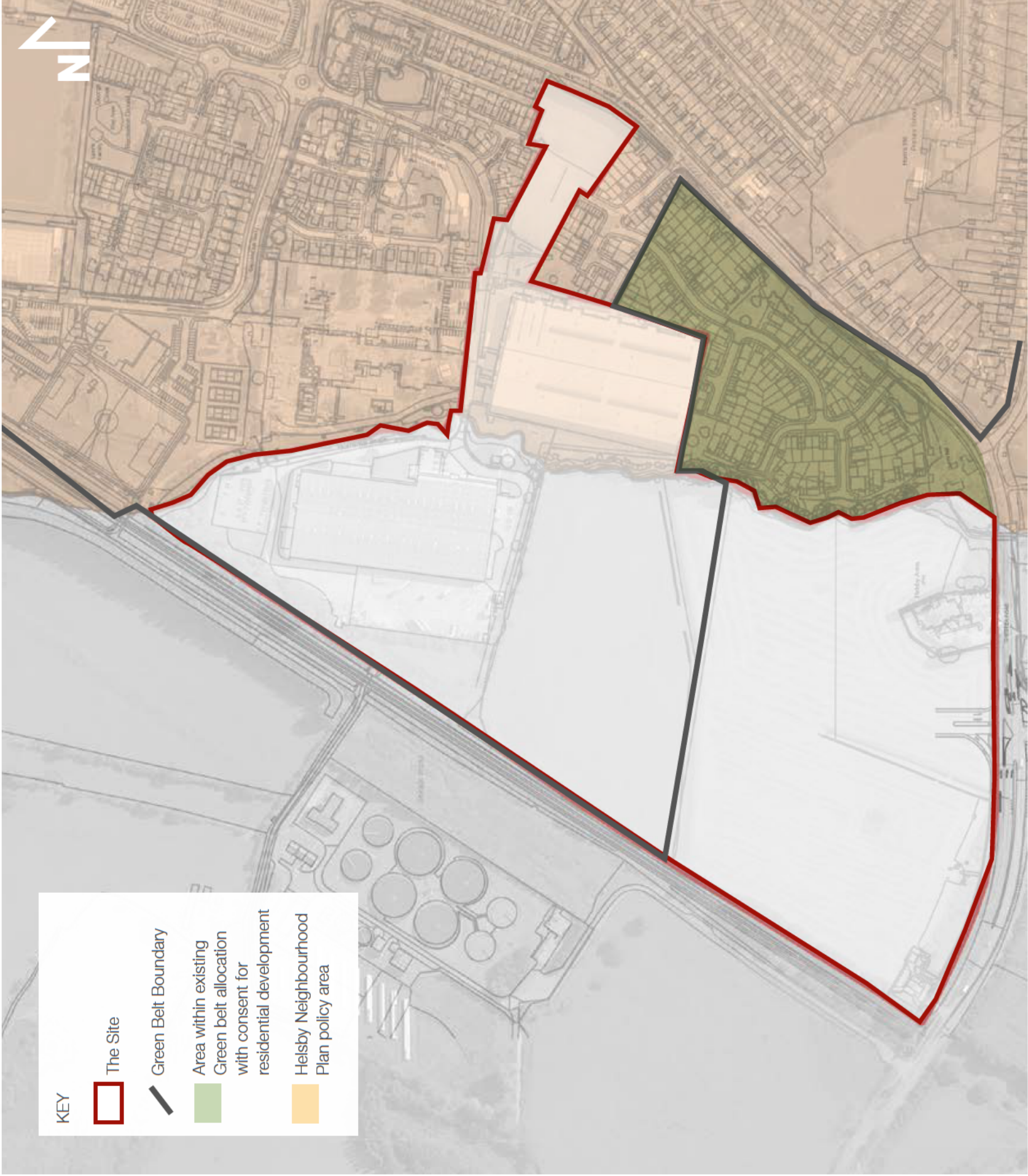


Figure 1: Planning Policy Context diagram. Source: Cheshire West Adopted Local Plan interactive mapping

STRATEGIC VISION, MERES EDGE, HELSBY

PO-AR-SPA-RP-M4335-0001-00

Planning Policy Context

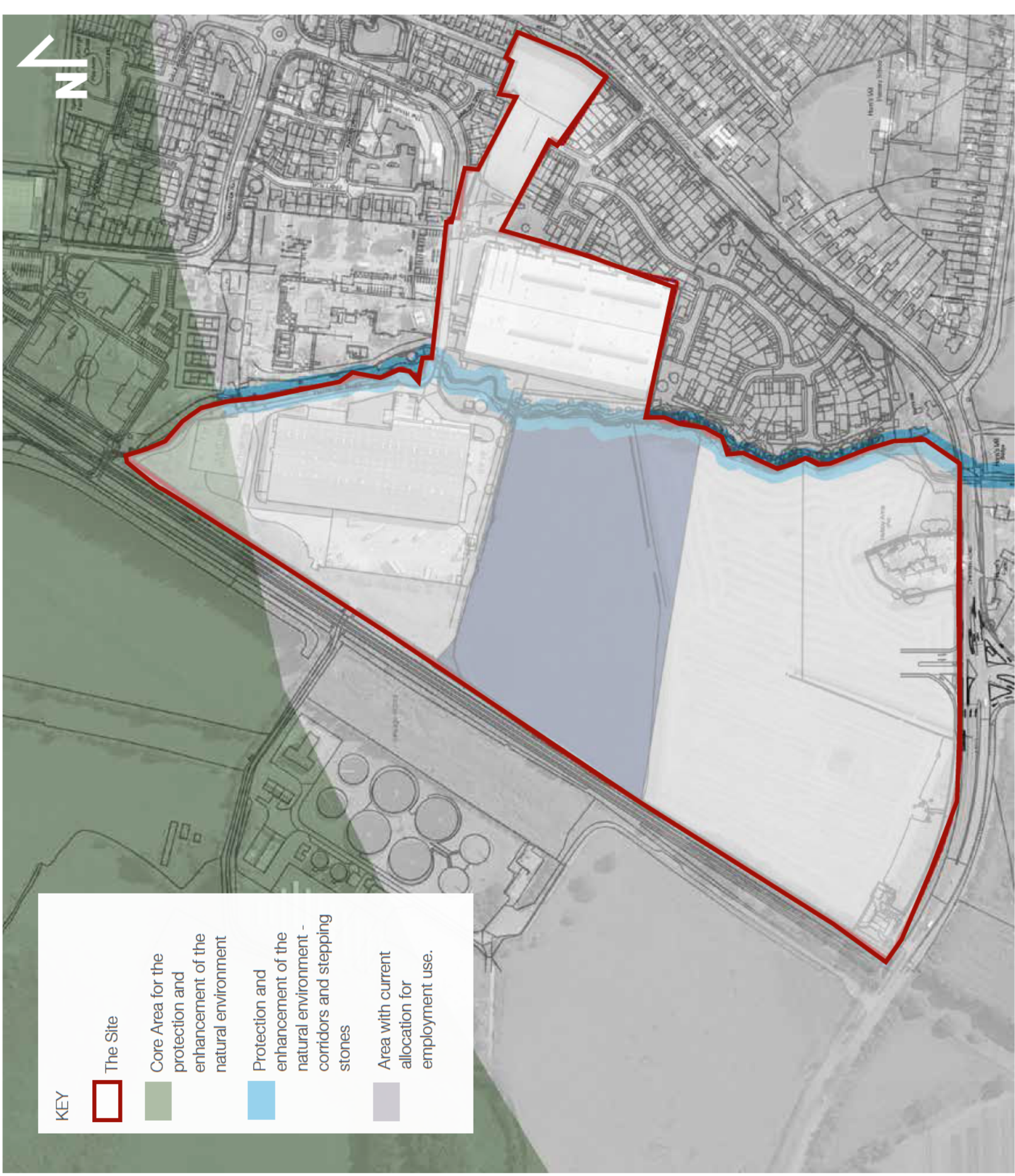
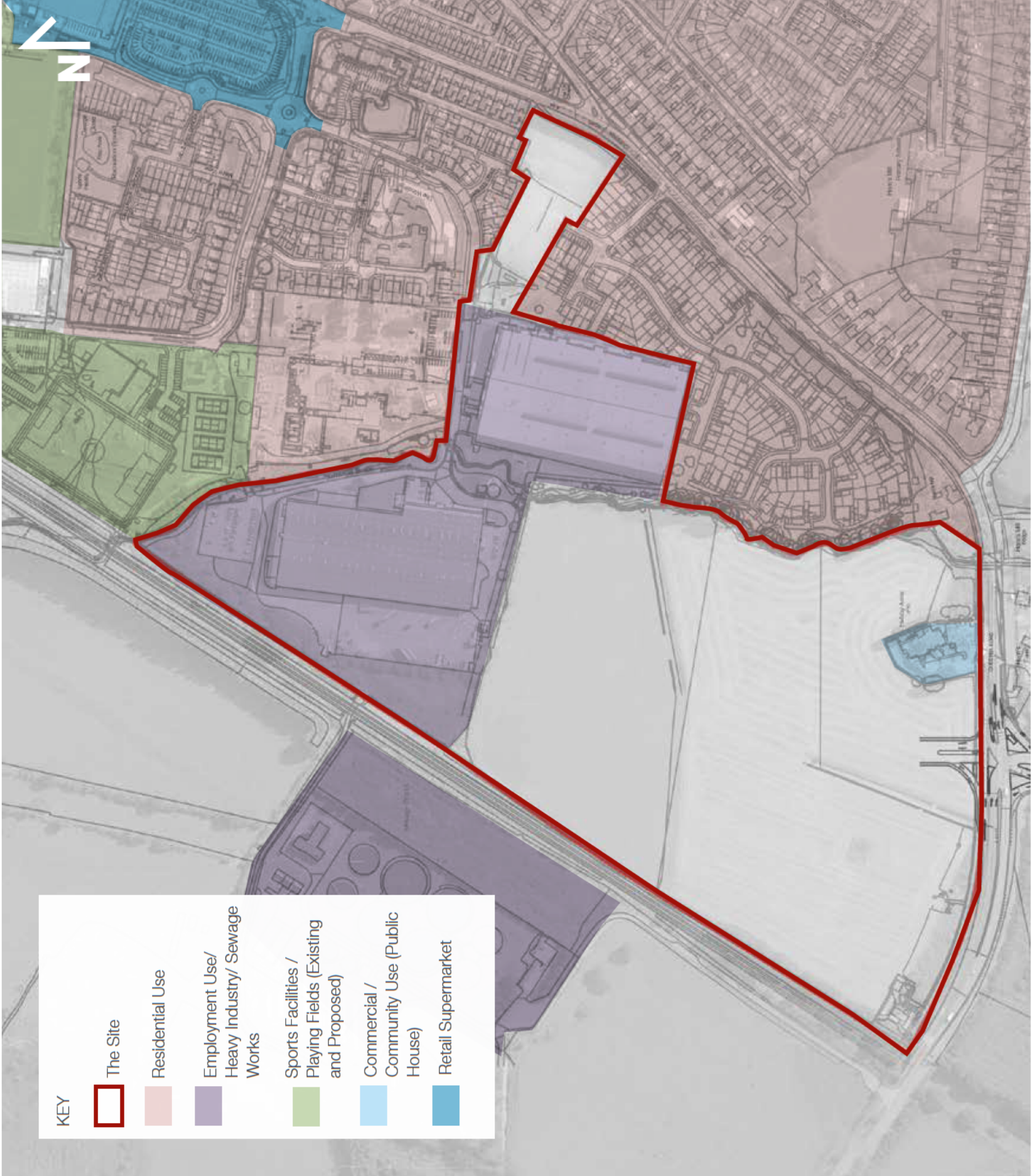


Figure 2: Planning Policy Context diagram. Source: West Cheshire Adopted Plan interactive mapping

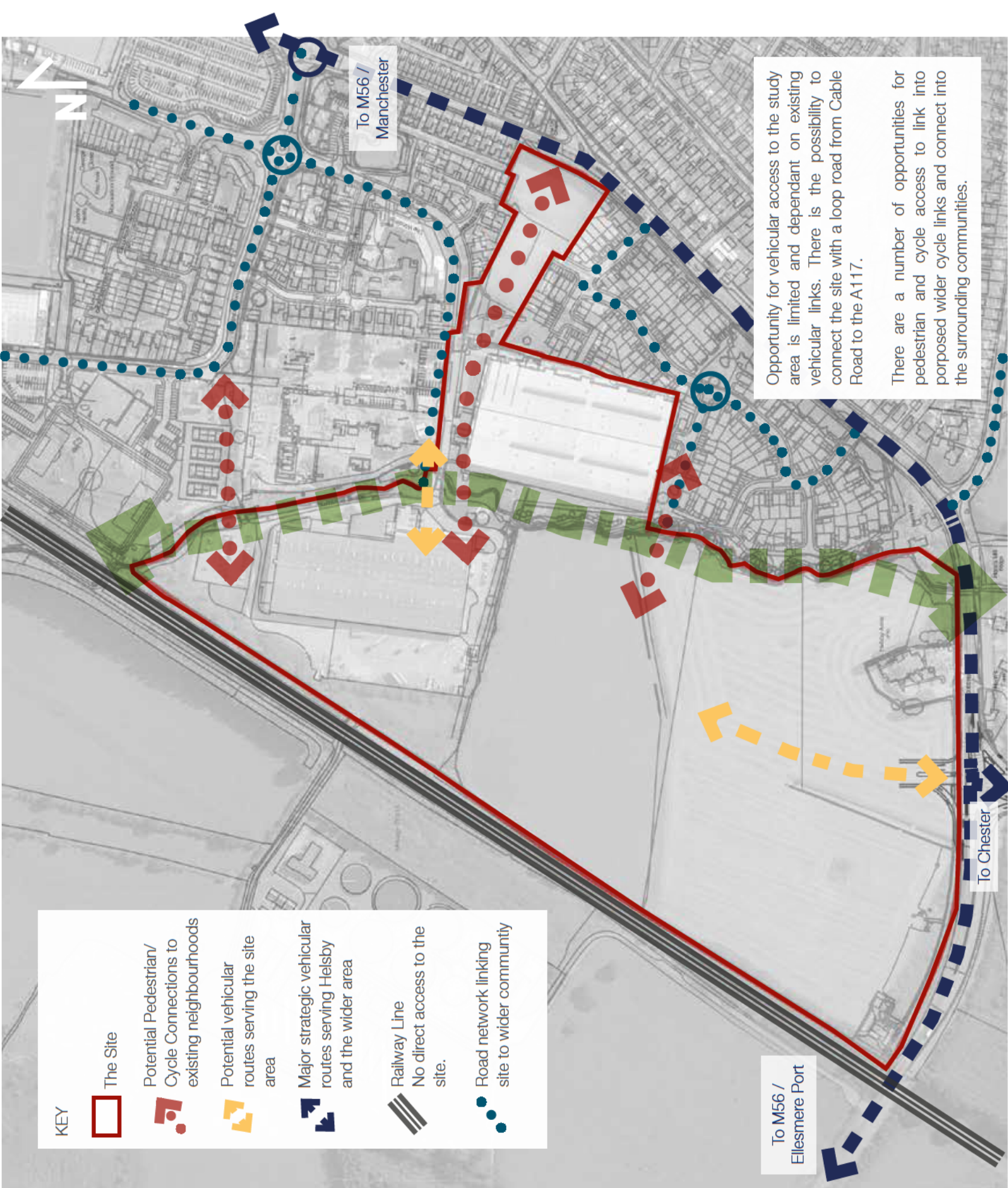
STRATEGIC VISION, MERES EDGE, HELSBY

PO-AR-SPA-RP-M4335-0001-00

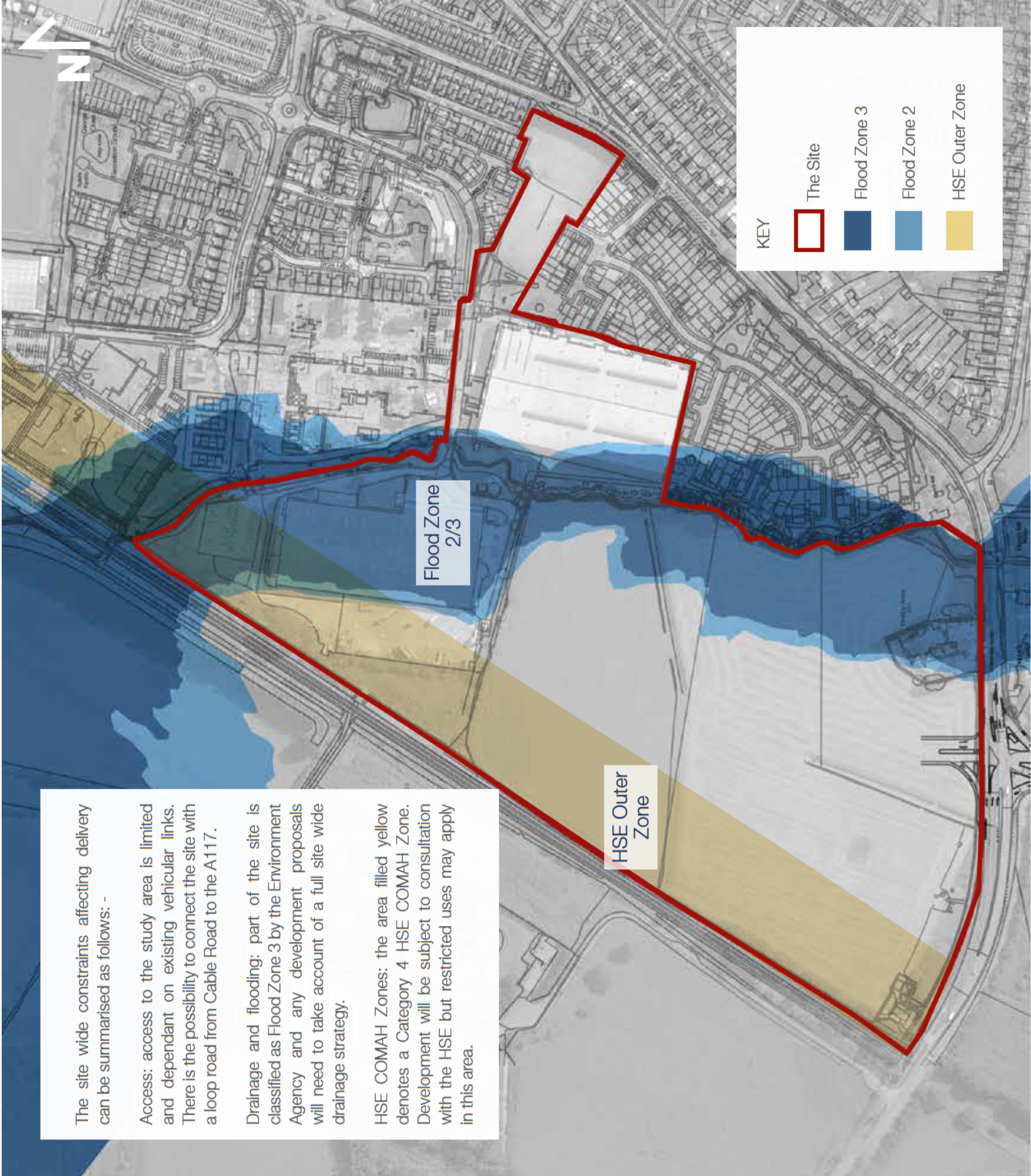
Current Land Use Analysis



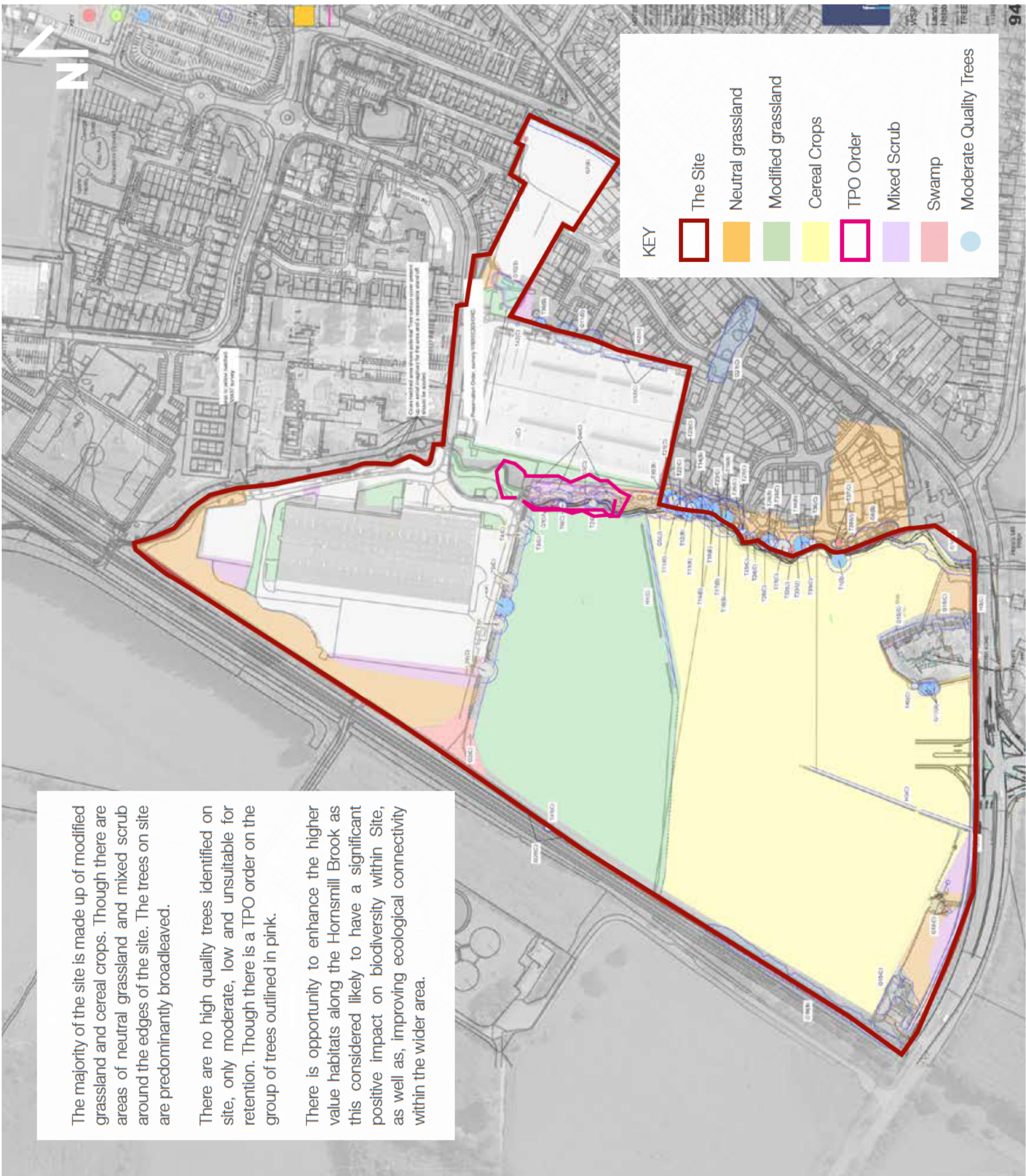
Opportunities for Connections



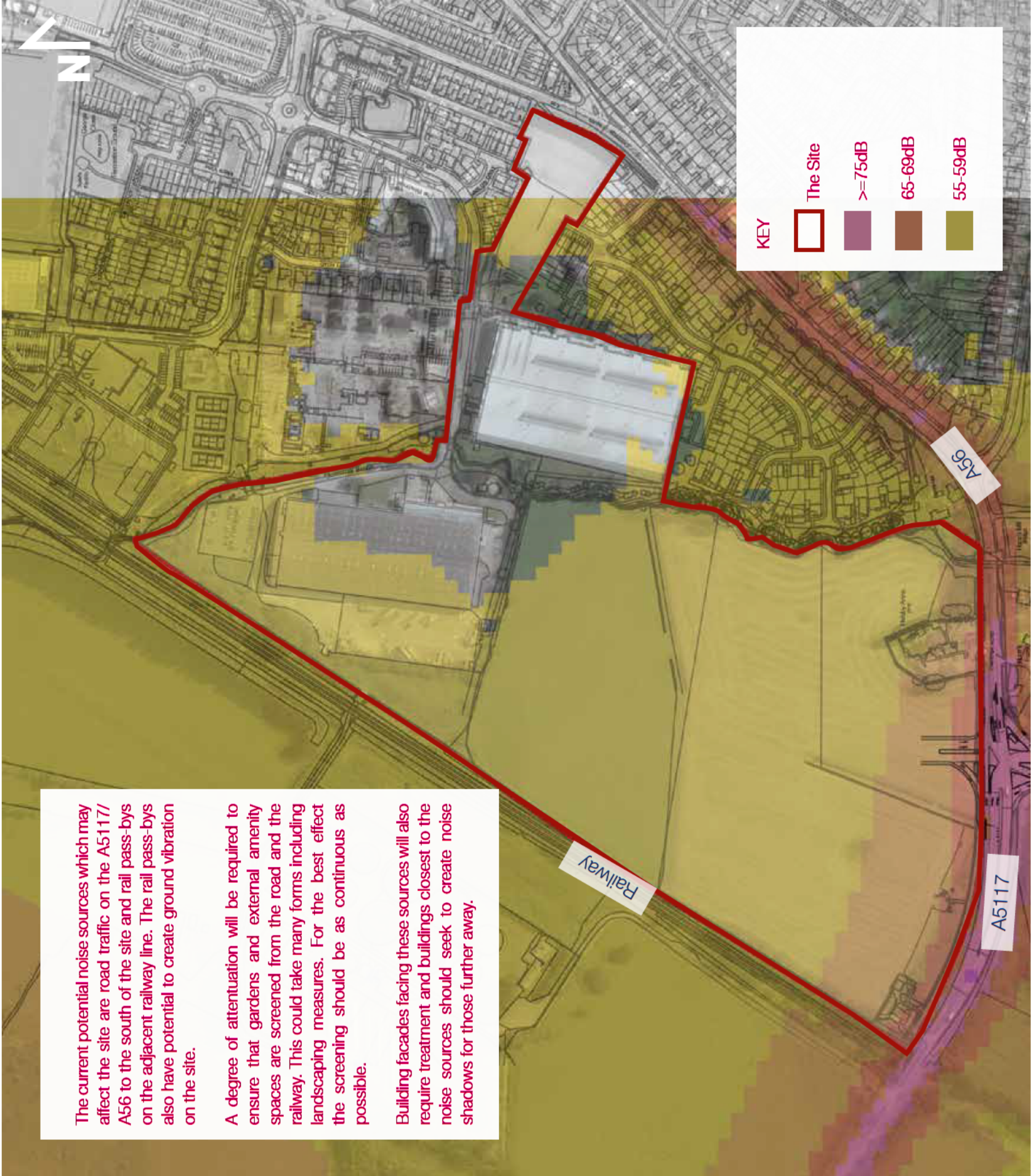
Technical Constraints - Flood Risk and COMAH zone



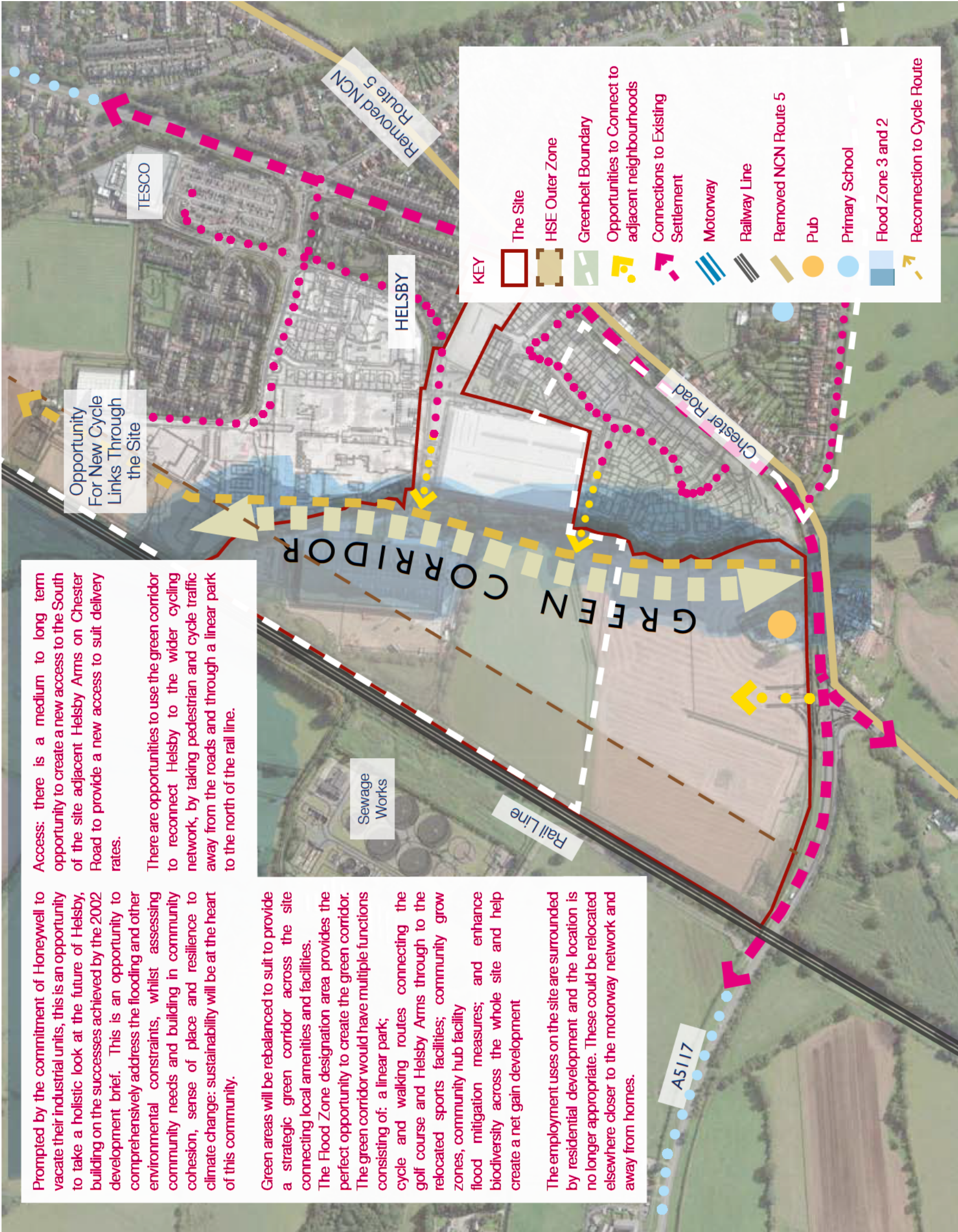
Technical Constraints - Ecology and Arboriculture



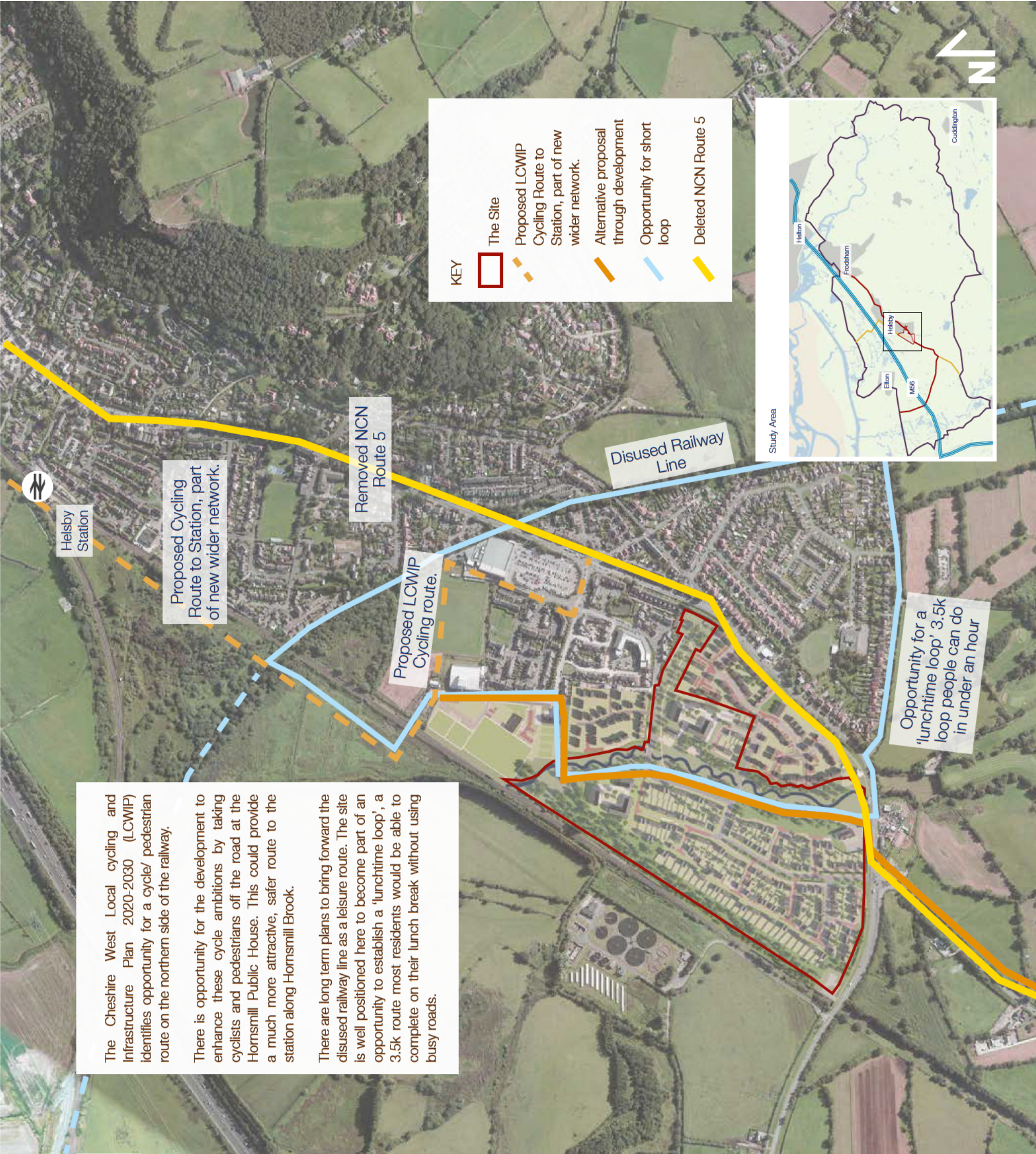
Technical Constraints - Noise, Vibration and Odour



Constraints and Opportunities Plan



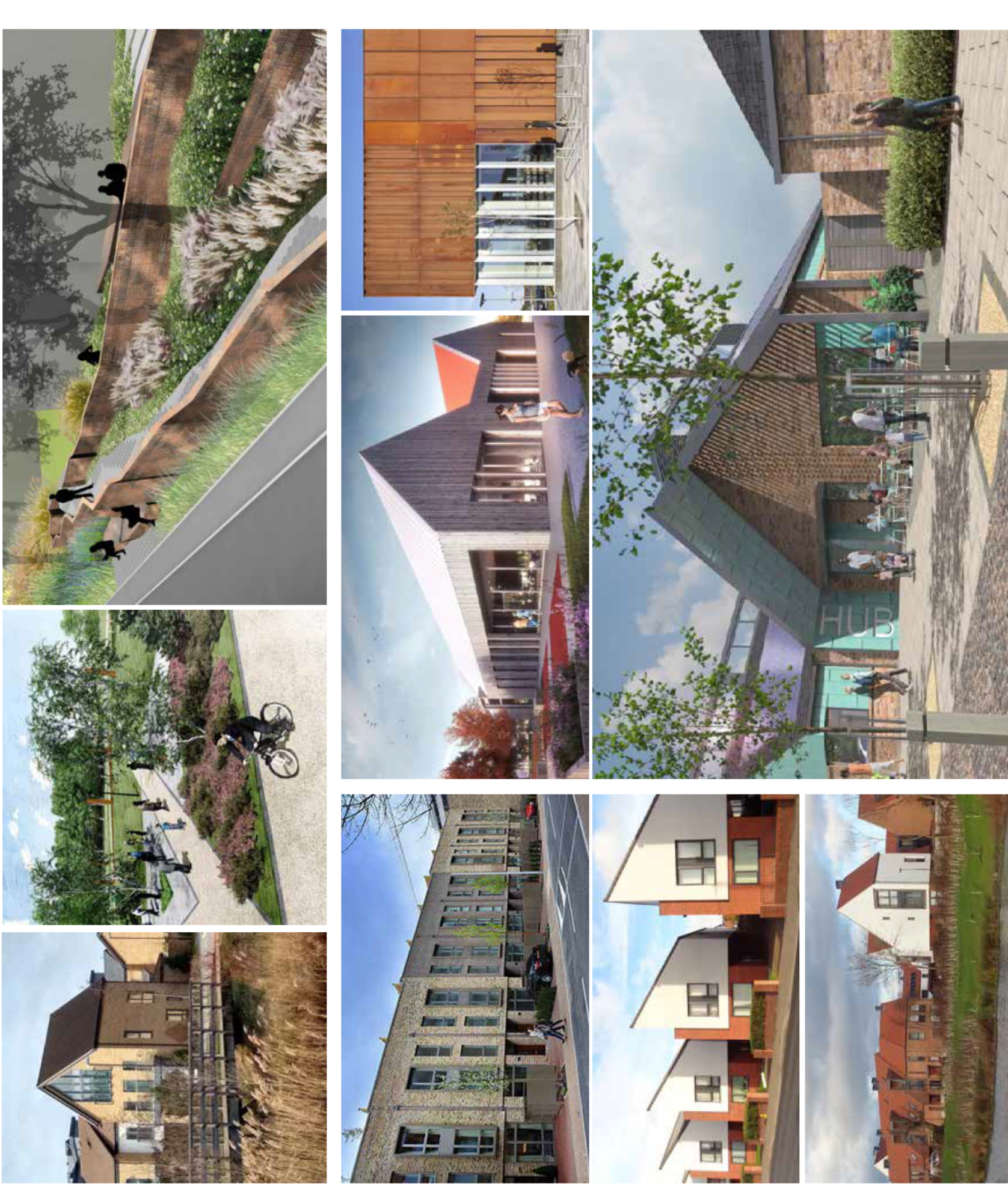
Cycling Network Opportunities Plan



Indicative Strategy Diagram



Masterplan Vision Precedent

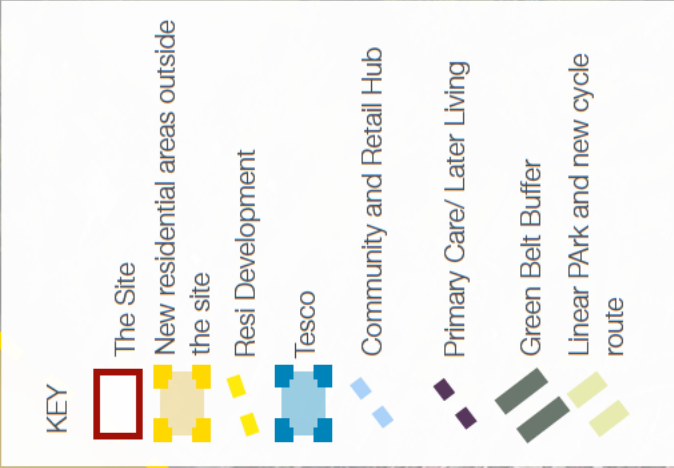


Illustrative Vision

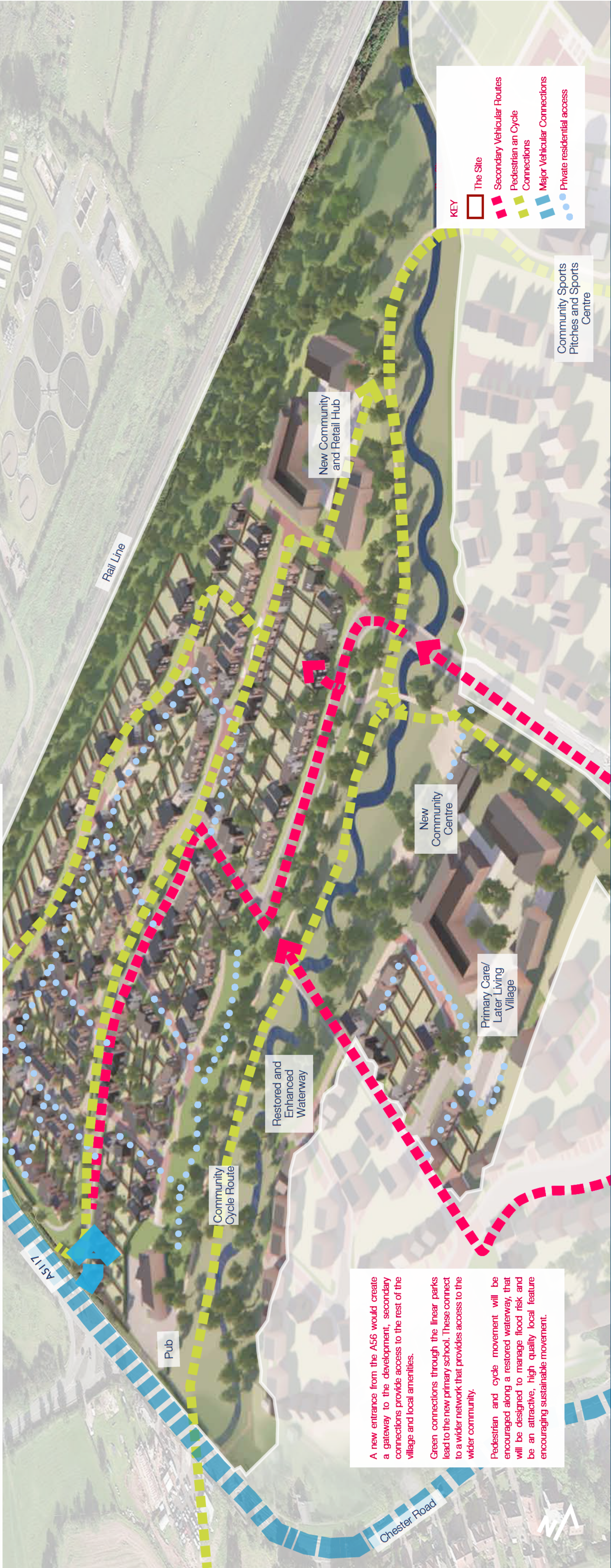
The master plan seeks to provide an appropriate scale and character of development for the rural location. Enhancing a new green belt boundary along the HSE Outer Zone, the development will seek to establish a residential area that is characterised by large green corridors and community cycle and sports facilities.

A new entrance from the A56 would create a gateway to the development, while smaller connections were made to the east to integrate the development with the existing community. The development is planned to fit into Helsbys larger cycling network plans.

A new community and retail hub is planned to sit in proximity to both the new development and the existing community and easily accessible by the new pedestrian and cycle routes through the linear park. The community and retail hub may incorporate uses such as flexible workspace, retail, GP surgery, Creche, etc.



Movement and Connectivity



A new entrance from the A56 would create a gateway to the development, secondary connections provide access to the rest of the village and local amenities.

Green connections through the linear parks lead to the new primary school. These connect to a wider network that provides access to the wider community.

Pedestrian and cycle movement will be encouraged along a restored waterway, that will be designed to manage flood risk and be an attractive, high quality local feature encouraging sustainable movement.



Key Benefits



Holistic and comprehensive planning for the future of Helsby and Hapsford



Multi-beneficial green infrastructure



Adaptable facilities for post-Covid society



Healthier lifestyle from new pedestrian and cycling infrastructure



Strengthening the economy of Helsby and Hapsford



Reduced risk of flooding from sustainable drainage and enhanced brook



A 'walkable neighbourhood' with day-to-day services all within 15 minutes



Spawforth
Junction 41 Business Court
East Ardsley
Leeds
WF3 2AB
t: 01924 873873
info@spawforths.co.uk



Wheatsheaf Site Proposed Development Survey

Will you support our planning application for residential development of the site for affordable housing?		
ID	Do you support the proposal to site our new offices on the site?	Are you opposed to an additional 4 number 1 bedroom flats?
TOTAL of 30 Responses were received and the results were as highlighted below:		

YES- 17

YES - 14

YES - 24

NO - 6

NO - 15

NO - 6

MAYBE - 7

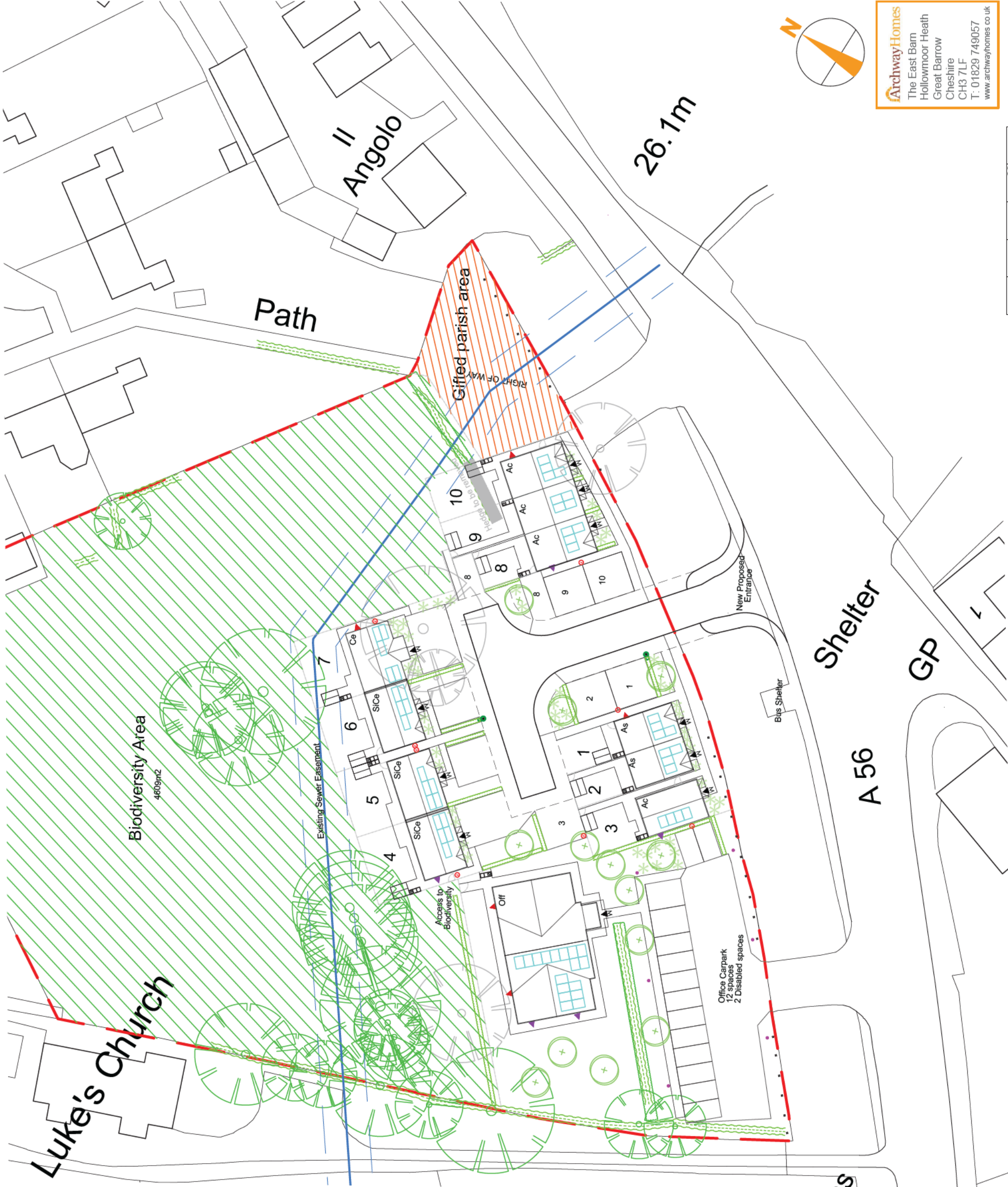
Response from Archway to the Parish Council's recent questions:

1. Are the 1-bed flats/dwellings necessary? What alternatives could be placed on the site instead? We would be more likely to support additional 2-bed dwellings in preference.
Given the response to 1 bed dwellings these have been removed from the layout. They were only added as a result of some feedback we had from CWAC but it wasn't a must. The housing needs assessment supports 10 dwellings so that's what we'll stick to.
2. There is currently a right-of-way across the corner of the site from Talbot Road, this would need to remain in place, how will this look in the plan for development?
The right of way will be maintained and would pass through/around the parish play area (if this progresses). I would envisage signage at either end to guide pedestrians but the details haven't yet been finalised.
3. There are concerns about the office - it has received mixed comments, some favourable, others less so. Are there alternative options for that space should the office plan be rejected at any stage? If so, what are they?
The layout as I have attached would be the one submitted to planning. The scheme does not work financially without the offices and I'm afraid the decision to be made is development with the offices or not at all. This decision was made in order to keep this project alive, as without the offices the land value is insufficient for the vendor and shows our commitment to seeing this through.
4. The BNG plans have not been made law in November as was the intention, and we have learnt that biodiversity areas can be open to public access. Given this, what are your thoughts/options about a different way to develop this area? Residents and councillors would be more likely to support the plan if this area was open access. Also, what would be the impact in terms of management and associated fees of an open access area? Who would paid these fees?
While it wasn't passed by DEFRA it has already been put in place by Cheshire West and Chester and they are mandating 10% gain on all development sites and have been for a little while. We already have one development well under way which was subject to BNG on site and this is not available for public access, under the management plan as required by the council. While this is not law CWAC have their policy in place which without very good reason they will adhere to. We are looking into fees for the BNG area and how best to manage the ongoing costs for this area but this will be an agreement between Archway Homes and Muir as to the best way forward.
5. There are mixed views around the gifting of the land for the parish council/residents to develop into a green space. This would need further discussion in terms of ongoing costs etc. and any help with this that can be secured from those involved in developing and then managing the site.
This was only included following the feedback that the community were keen for some play space in the village. It can easily be removed from the plans if it is proving too complicated from an ongoing costs perspective. As I said at our last meeting, I'm afraid our budget for this development is already stretched so we are not in a position to finance this as well.

I hope that answers the questions comprehensively enough for you to relay back to the other councillors.

MIX:					
As	Ash	2	669sqft	2 Bed 1 Bath	
Ac	Acer	4	800sqft	3 Bed 1 Bath	
SiCe	Silver Cedar	3	900sqft	3 Bed 1 Bath	
Ce	Cedar	1	972sqft	4 Bed 1 Bath	
Off	Office	1	3120sqft		
TOTAL				10	8210 sqft
KEY					

- Part 'M' access to dwelling
- Integrated Solar Panels
- Proposed location of Integrated Bird Brick Houses to face NE to SE
- Proposed location of Ibsstock bat brick to face SE to SW
- Proposed Bin store
- Proposed location of electric car charging point
- Proposed private street light (residential development only)
- Proposed private bollard lighting (office development only)
- Existing Trees to be removed as per tree report
- New planting see landscaping specification
- Biodiversity area to HMMP report



ArchwayHomes

The East Barn
 Hollowmoor Heath
 Great Barrow
 Cheshire
 CH3 7LF
 T: 01829 749057
 www.archwayhomes.co.uk

Neighbourhood plan update – November 2023

Met with ONeill Homer (ONH) and John from Cheshire Community Action (CCA) to discuss their support and involvement as part of the next phase of the plan. Meeting was useful and very detailed. There are tasks and decisions to complete as a result.

Tasks/Decisions:

- Using the list of noted historic buildings/community assets, we need photographs of each and a paragraph as to why they are important/of value/of note to be included in the policy area of the plan. It would be helpful if someone could volunteer to complete this for all or a group of the noted items.

Assets/historic buildings:

Munitions buildings within farm land in Dunham on the Hill

Brick bus shelters

Water Pump on village green in DH

DH&H Village hall

Boshaw centre

DH village green

Hapsford village green and willow wigwam

St Luke's church and hall

DH Smithy H

Hornsmill public house

Dunham Arms public house

- A possible Design Code that could be produced alongside our Neighbourhood Plan. There are cost implications that need to be considered. There are grants available.
See also attached an example Design Code (one that ONH have produced in a similar locality)
It would cost £5k from your remaining grant, and will give ONH 8 days to produce something similar for your Parish. If the decision to commission this work is approved, ONH will produce a first draft by 1 Dec to circulate for the parish council on 5 Dec and to complete by 22 Dec for the parish council to sign off on 2 Jan. We would arrange a separate visit (with a cost included). It may not be perfect but it will be good enough for Reg 14 with ONH putting time aside to smarten it up for submission.
- Neighbourhood Development Order could be produced for the Wheatsheaf site. Neighbourhood Development Orders (NDOs) grant planning permission for specific development in a particular area. This could include things like specified changes of use, certain kinds of alteration or the reinstatement of historical features. An NDO could be used to grant outline planning permission for specified uses on allocated sites, such as housing, commercial uses or recreational uses. So far there has been limited use of NDOs. However, they have real potential, especially when carried out in parallel to the preparation of a neighbourhood plan. Taken from [Neighbourhood development orders \(inc. community right to build orders\) - Locality Neighbourhood Planning](#)
I have contacted Archway about this to see if this is a possibility. If it is something we pursue, then it would be a first for CWaC.
- ONH have sent a letter to CWaC to ascertain whether a Strategic Environmental Assessment is needed as part of their early exploration work on the plan. The decision will be shared once it is reached.
- There is no cost for the referendum part of the NHP process. This occurs at the end of the process once everything has been drafted and reviewed etc. in line with the regulations set out.

Catherine Murgatroyd
Principal Planning Officer
Cheshire West & Chester Council

BY EMAIL

Date 27 October 2023
Our Ref 4023_018

Dear Catherine,

**Dunham on the Hill & Hapsford Neighbourhood Plan:
Request for Screening Opinion for Strategic Environmental Assessment**

On behalf of Dunham on the Hill & Hapsford Parish Council, the 'qualifying body' for the Dunham on the Hill & Hapsford Neighbourhood Plan (DHHNP), I would like to request your screening opinion on whether or not the plan should have a Strategic Environmental Assessment (SEA). I am its appointed professional advisor in partnership with Cheshire Community Action.

In order to assist you in providing your opinion I can provide you with the following information on the vision, objectives and intended policy scope of the DHHNP, following the Parish Council's community engagement work and its scanning of the NPPF and your adopted Local Plan and SPDs:

- The draft vision is:
"In 2030 Dunham-on-the-Hill and Hapsford will remain a friendly and welcoming community, where residents of all ages feel safe, valued and enjoy an excellent quality of life. The parish will remain set within an attractive landscape and enjoying easy access to facilities and the countryside. Any new development will be sustainable and maintain the integrity of the villages of Dunham-on-the-Hill and Hapsford with the appropriate infrastructure to meet the needs of all residents, whilst conserving and enhancing the local character, heritage and the natural and built environment."
- To realise that vision, its draft objectives are:
*"- To conserve and enhance Dunham-on-the Hill and Hapsford's natural environment, wildlife, biodiversity and local landscape character
- To ensure the community infrastructure continues to reflect the evolving needs of the local community, including the conservation and enhancements of links and access to the open countryside and local facilities with the encouragement and support of safe and sustainable transport where possible
- To ensure that new development is well designed, sustainable, in keeping with local character and reflects local needs
- To conserve and enhance Dunham-on-the Hill and Hapsford's heritage assets"*

- To ensure that Dunham-on-the Hill and Hapsford remains a friendly place with a strong sense of community and thriving local amenities
- To support and ensure that any future development of the land currently taken up by the unused Wheatsheaf public house and grounds is sustainable, of high quality and fully meets the residential and business needs of the parish whilst becoming fully integrated within the community of Dunham Hill and Hapsford
- To encourage and support renewable energy generation at an appropriate scale that minimizes impact on the natural environment, wildlife, biodiversity and local landscape character"

- In pursuing those objectives by managing the use and development of land, the DHHNP will include a Design Code and policies on Local Green Spaces, Local Heritage Assets, Green Infrastructure (including wildlife and biodiversity), community infrastructure, renewable energy generation and active travel (footpaths and cycleways)
- It will also include a policy encouraging the beneficial redevelopment of previously developed land in the Green Belt with a specific eye on resolving the future of the Wheatsheaf site – this will not be a ‘site allocation’ policy in the convention sense but one that may provide a local policy framework that will enable a suitable and viable scheme to come forward to redevelop this crucial site in the village – any policy will be supported by the necessary evidence, notably in terms of its effects on the Grade II listed Church of St. Luke, and so should not require any separate attention through an SEA
- It will cover the plan period to 2040, which may coincide with the new Local Plan in due course, but that may change if your Local Plan period is confirmed before the examination of the DHHNP

In terms of environmental designations and policies, I have noted from published sources that the Parish includes a Conservation Area and a small number of Listed Buildings and other local heritage assets. A very small part of the Parish is subject to flood risk (Peck Mill Brook) but there are no SSSIs, NNRs, LNRs or SPA/SAC/Ramsar sites within the Parish and none within some distance of it.

Given this modest policy scope I would hope that your screening determination will conclude that an SEA is not required as the DHHNP has no potential for significant environmental effects.

To ensure the Parish Council is able to fund the project within the Locality support programme, for which there is no current plan to extend into 2024/25, it must submit the DHHNP to you in the spring 2024 for subsequent examination. It therefore must complete the statutory (Regulation 14) consultation period by the end of February 2024.

This timetable will not be possible if an SEA is required and we must therefore come to an agreement with you to secure that outcome, although I respect that you must consult the statutory bodies before drawing this conclusion.

The Parish Council will be receiving a first draft of the DHHNP to consider at its meeting on 7 November 2023 with the intention of sending it to you quickly afterwards. You will therefore have a set of draft policies to review both for this screening exercise and to fit with your protocol for commenting on emerging policies.

At its meeting on 2 January 2024 it will then consider a final draft ('pre-submission') version to publish for the six week period, taking into account any comments you have made in December. Although the five week consultation period with the statutory bodies on your draft SEA screening opinion may not have ended by that date, we would not anticipate any disagreement with your initial conclusion and will therefore manage the risk of proceeding through Regulation 14 without the final screening opinion.

I would be grateful if you could confirm your receipt of this request. If you have any queries please get in touch.

Best regards,



Dunham on the Hill NP

Action	24.10.23	Days		N	D	J	F	M	Comments
		Budget	Actual						
1.01 Project Inception		0.5	0.5						24.10.23
1.06 Draft Policy Ideas		3.5		3.5					
1.09 PC		0.5		0.5					7.11.23 (PC meeting)
1.10 Draft Plan v1		2.0		1.5	0.5				
1.11 PC		0.5			0.5				5.12.23 (working group meeting)
1.12 Draft Plan v2		0.5			0.5				
1.14 PC approval for Reg 14		-				X			2.1.24 (PC meeting)
2.01 Reg 14 consultation period		-							
2.02 Reg 14 review and summary note		1.5					1.5		
2.03 PC		0.5						0.5	5.3.24 (working group meetin)
3.02 Final Plan v1		1.0						1.0	
3.05 Basic Conditions Statement		2.0						2.0	
3.06 Consultation Statement		-							
3.09 PC approval for Reg 15		-						X	7.5.24 (PC meeting)
4.03 Examination		2.0							2024/25
		14.5	0.5	5.5	1.5	0.0	1.5	3.5	

Dunham on the Hill NP
24.10.23

ONH Team Days

	Total	Spent	To Spend
NH	4.5	0.5	4
LH	0		0
LC	0		0
SB	6.5		6.5
MJ	1.5		1.5
BON	0		0
FON	0		0
	12.5	0.5	12
check	14.5	0.5	14

NOV

M1
2
1.5
0.5
4
5.5

M2	M3	M4	M5	M6
1		0.5	0.5	
1.5		1.5	2	
0.5			0.5	
3	0	2	3	0
1.5	0	1.5	3.5	0

	Post M6
4	0
0	0
0	0
6.5	0
1.5	0
0	0
0	0

PROJECT INFO SHEET

Project No:
ONH Project Leader:
Start Date:
Estimated End Date:
Client:

4023 018
SB
Nov-23
Sep-24
Dunham on the Hill PC
Claire (PC Vice-Chair)

claire@dunhamhillandhapsford.co.uk

Lead Contact Name:
Lead Contact Email:
Lead Contact Phone No.:
Client Other Contact:
Contact Name:
Contact Email:
Contact Phone No.:
Client Billing Contact (if different):
Contact Name:
Contact Email:
Contact Phone No.:

Trudy (Parish clerk)

Grant:
Grant Sum (ONH only):

Applied for
yes

Approved
yes

Sum (£)

Tech Support Packages:

[NAME]
[NAME]
[NAME]
[NAME]

[DATE]
[DATE]
[DATE]
[DATE]

[DATE]
[DATE]
[DATE]
[DATE]

Total Day Rate:
Day Rate 1:
No. Days at Rate 1:
Day Rate 2:
No. Days at Rate 2:

£578
£578
14.5

Fee Budget 1:
Fee Budget 2:
Total Fee Budget:

£8,381
£0
£8,381

Billing History:

BACS or Cheque
Billing Forecast:

B
M1
M2
M3
M4
M5
M6
total
> M6

£

4046
3179
£7,225
£1,156

Total Billed to Date:
Left to Bill:

£0
£8,381

Dunham on the Hill NP

24.10.23

PROJECT KNOWLEDGEBASE

- 1 Overall grant of £18,000 (in two parts)
- 2 Housing needs survey done - both affordable housing in general and specific to Wl
- 3 Wildlife and biodiversity survey done
- 4 Local concerns re slightly 'unregulated' expansion of traveller sites - would like to h
- 5 Pressure re renewable energy devs on farmland - wand specific policies re renewal
- 6 Want to re-develop site of Wheatsheaf pub - 80% residents support - Archway Hor
- 7 Helsby - key service centre adjacent - significant strategic site coming forwards wit
- 8 PC meets odd-numbered months, working group (subset) meets even-numbered n
- 9 Give CWAC preview last 2 weeks Nov/into first week Dec - verbal feedback to 5th I
- 10 Conservation area appraisal done - use to inform design coding? - possibly around
- 11 Claire to send existing docs to ONH by 25.10.23 - John (CCA) to send HNS and Upto
- 12
- 13
- 14
- 15
- 16
- 17
- 18
- 19
- 20

nes already involved with brewery - NDO? How far have Archway got with potential proposal?

£5k available (left out of £18k and from work that CCA doesn't need to do) to fund?

on NP to ONH - ONH to attend PC meeting 7.11.23, poss. in person if doing design coding

Budget Element	Due Date	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Outturn 2022-23	Budget 2023-24	Variance O v B	Commentary
EXPENDITURE																	
People & Expenses																	
Clerk	Monthly		303	303	303	303	333	303	303	303	303	303	303	3,635	3,732	97	
HMPRC tax	Quarterly	272	37	37	37	37	37	43	20	20	20	20	20	358	240	-118	
Expenses	Monthly	68	99		68		41		75		50		100	433	400	-33	Clerk expenses
Training																	£150 for new members training/£200 for Clerk
							29				50		50	129	350	221	
Professional service																	
Insurance	Yearly		405											405	430	25	
Internal Audit	Yearly		50											50	50	0	
Payroll Provider	Monthly			67				103						169	180	11	
General Services																	
Website & Broadband	Yearly						57							114	147	33	
Village Hall Room Hire	Yearly										100			100	100	0	
Newsletter	Quarterly									240				240	240	0	
Bulb Planting & Planters	*								426					426	426	0	Plants for the Planters (Spring &
Admin																	
Membership/Subscriptions	Yearly			35	22		20				37			79	190	111	
Data Protection fee	Yearly													35	35	0	Election in 2023-24 - budget for
Elections	*						181							181	548	367	contested
Projects																	
Defibrillator																	Replacement Battery for DH - not
Community cleanup	Bi-annual		66											0	336	336	required £336
Maintenance of Assets	*													66	180	114	Litter picking equipment
Ad Hoc Beneficial Items (\$137)	*		100				600							450	450	0	£armark £436 towards Maintenance of Assets
Neighbourhood Development Plan									2,000	1,000	1,000		1,000	870	198	-672	
Money spent from reserves										170				5,000	5,000	0	
Inflation %	0%	0	0	0	0	0	0	0	0	0	0	0	0	170	850	680	
Contingency % of above	0.5%	0	0	0	0	0	0	0	0	2	2	2	5	0	0	0	
TOTAL CASH OUT		340	1,060	441	429	940	662	448	2,824	1,736	1,562	382	2,098	12,922	14,123	1,201	

RECEIPTS																	
Precept	7,170 2.0%	7,537												7,537	7,537	0	
Bank Interest			26				35			4				65	8	-57	
VAT recovery		1,145											158	1,302	50	-1,252	
Neighbourhood Development Plan Grant								9,283						9,283	5,000	-4,283	
CWAC contribution		100						300						400	0	-400	
Other														0	850	850	
TOTAL CASH IN		8,782	0	26	0	0	35	9,583	0	4	0	0	158	18,587	13,445	-5,142	
Transaction Cash flow		8,442	7,382	6,968	6,538	5,598	4,971	14,106	11,282	9,550	7,988	7,606	5,665				

EARMARKED FROM RESERVES																	
Earmarked for Hapsford Christmas Tree	222																
Sharebox and Wildflower Planting in H	575																
Maintenance of Assets in Dunham Hill	775																
CIL Money	231																
Ring-Fenced for Speed Monitoring Dev	942																
Election	2,500																
General Reserves (upto 1 years Precept	6,579																
TOTAL RESERVES	11,824																

Cash in Bank	11,803.32	20,245	19,186	18,771	18,342	17,402	16,775	25,909	23,085	21,354	19,791	19,409	17,469				
End 2022-23		Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar				

DUNHAM HILL AND HAPSFORD PARISH COUNCIL CASHBOOK - FINANCIAL TRANSACTIONS 2023-24

STATEMENT DATE	Description	Power	Minute Page	EXPENDITURE excluding VAT						VAT	Receipts	Totals	Comments	Resolved	No.
				People & Expenses	Professional Services	General Services	Admin	Grants	Projects	§137					
12/04/2023	CW&C		109								7,537.00	7,537.00	Precept		1
13/04/2023	CW&C		109								100.00	100.00	Ward Members Contrib		2
14/04/2023	HMRC VTR		109								1,144.58	1,144.58	VAT Rebate for 2022/23		
25/04/2023	Mrs T Ryall-Harvey		109	-271.72								-271.72	Salary Tax Month 1		3
28/04/2023	HMRC PAYE		109	-67.80								-67.80	HMRC Tax Month 1		4
11/05/2023	Mrs S Irlam		109		-50.00							-50.00	Internal Audit Work		5
11/05/2023	Gallaghers Insurance		109		-404.88							-404.88	Annual Insurance Prem		6
11/05/2023	Mrs T Ryall-Harey		109				-98.85		-55.34		-14.06	-168.25	Clerk's Expenses		7
11/05/2023	Mr S A Jones		109						-100.00			-100.00	Coronation Contributio		8
25/05/2023	Mrs T Ryall-Harvey		109	-302.95								-302.95	Salary Tax Month 2		9
30/05/2023	HMRC PAYE		109	-36.60								-36.60	HMRC Tax Month 2		10
05/06/2023	Bank Interest		114								26.22	26.22	Bank Interest		11
09/06/2023	ICO Data Protection		114				-35.00					-35.00	Data Protection Subscr		12
19/06/2023	Shire Accountants		114		-55.50						-11.10	-66.60	1/2 Payroll Services		13
25/06/2023	Mrs T Ryall-Harvey		114	-302.92								-302.92	Salary Tax Month 3		14
29/06/2023	HMRC PAYE		114	-36.60								-36.60	HMRC Tax Month 3		15
05/07/2023	Mrs T Ryall-Harvey		114				-89.75					-89.75	Clerk's Expenses		16
25/07/2023	Mrs T Ryall-Harvey		114	-302.92								-302.92	Salary Tax Month 4		17
28/07/2023	HMRC PAYE		114	-36.60								-36.60	HMRC Tax Month 4		18
23/08/2023	Complete Security		120						-499.93		-99.99	-599.92	Supply Cabinet & Acces		19
25/08/2023	Mrs T Ryall-Harvey		120	-302.92								-302.92	Salary Tax Month 5		20
25/08/2023	HMRC PAYE		120	-36.60								-36.60	HMRC Tax Month 5		21
04/09/2023	Bank Interest										34.76	34.76	Bank Interest		22
06/09/2023	Mrs T Ryall-Harvey		120				-64.22				-5.88	-70.11	Clerk's Expenses		23
13/09/2023	Cheshire Community Action		120				-20.00					-20.00	CCA Membership		24
25/09/2023	Mrs T Ryall-Harvey		120	-333.32								-333.32	Salary Tax Month 6		25
27/09/2023	Linux Internet Ltd					-47.88					-9.58	-57.46	12 Month Cloud Hosting Plan		26
27/09/2023	CW&C						-181.00					-181.00	Fees& Charges for PC Election		27
09/10/2023	Shire Accountants				-85.50						-17.10	-102.60	Payroll Services		
09/10/2023	HMRC PAYE		120	-6.20								-6.20	HMRC Tax Month 6		23/033
20/10/2023	Groundwork UK										9,283.00	9,283.00	Neighbourhood Plan Grant		
25/10/2023	Mrs T Ryall-Harvey			-302.72								-302.72	Salary Tax Month 7		
27/10/2023	CW&C										300.00	300.00	Ward Councillors Contribution towards		
27/10/2023	HMRC PAYE			-36.80								-36.80	HMRC Tax Month 7		
												0.00			
												14,103.32			
TOTALS				-2,376.67	-595.88	-47.88	-488.82	0.00	-655.27	0.00	-157.71	18,425.56			

RECONCILIATION

Current Account	£12,897.76	Year to date balance	£14,103.32
Deposit Account	£13,008.88	Balance Brought Forward	£11,803.32
TOTAL	£25,906.64	Balance	£25,906.64
Less Uncleared Payments			
TOTAL	£25,906.64		£0.00

Ring-fenced Money for Hapsford Christmas Trees	£222.00
Earmarked as CIL Money	£231.00
Earmarked for Neighbourhood Plan	£9,283.00
Ring Fenced for Emergencies (upto one years Prece	£6,579.00
Ring-fenced - Election Costs	£2,500.00
Reserved for Maintenance of Assets in Dunham Hill	£775.00
Ring-Fenced for Speed Monitoring Device	£942.00
Ring-fenced money for Hapsford Sharebox and Wil	£575.00
Remaining money to spend	£14,082.64

Clerk: *J Ryall-Harvey*

30/10/2023

Dunham Hill and Hapsford Parish Council
Bank Reconciliation to Cashbook -
Presented to Meeting on Tuesday 7th November
 Prepared - Mrs T Ryall-Harvey

Balance show on Cashbook	£25,906.64
Barclays Online Account at 24/10/2023	
Current Account	£12,897.76
Deposit Account	£13,008.88
Less: Unpresented Payment	£0.00
TOTAL	£25,906.64
Less: Payments on Cashbook not yet made	£0.00
Plus: Deposits on Cashbook not yet Credited	£0.00
Reconciliation	YES

DUNHAM HILL & HAPSFORD PARISH COUNCIL



Dunham Hill & Hapsford PC >



[Show recent transactions](#)

£12,897.76

Available balance

Last night's balance £12,897.76

DUNHAM HILL & HAPSFORD PARISH COUNCIL



Dunham Hill Deposit Acc >



[Show recent transactions](#)

£13,008.88

Available balance

Last night's balance £13,008.88

Income received since the last meeting

Date	Payable to	Net Amount		Gross Amount	Comment
09/10/2023	Groundwork UK	£9,283.00		£9,283.00	Grants towards the Neighbourhood Plan
27/10/2023	CWaC	£300.00		£300.00	Grant from Ward Councillor towards the planting of daffodils and painting of the Milestone

Payments made since the last meeting for approval

Date	Payable to	Net Amount	VAT	Gross Amount	Comment
27/09/2023	Linux Internet Ltd	£47.88	£9.58	£57.46	12 months Cloud Hosting Plan
27/09/2023	CWaC	£181.00		£181.00	Fees & Charges for Parish Council Uncontested Election
09/10/2023	HMRC PAYE	£6.20		£6.20	HMRC Tax Month 6
25/10/2023	Mrs T Ryall-Harvey	£302.72		£302.72	Salary Tax Month 7
27/10/2023	HMRC PAYE	£36.80		£36.80	HMRC Tax Month 7
09/10/2023	Shires Accountants	£85.50	£17.10	£102.60	Payroll Services for 2nd Half of Year

Payments not yet made for approval

Date	Payable to	Net Amount	VAT	Gross Amount	Comment
	Mrs T Ryall-Harvey	£302.92	£0.00	£302.92	Salary Tax Month 8
	Mrs T Ryall-Harvey	£153.13	£5.45	£158.58	Clerk's Expenses
	SLCC Branch Confer	£35.00		£35.00	Branch Conference - 28th September
	Walkers Nursery Ch	£116.26	£23.25	£139.51	Bluebells & Daffodils
	Kevin Holmes	£472.12	£94.42	£566.54	Flame Retardant Meter Board & Christmas Lights
	HMRC PAYE	£36.60	£0.00	£36.60	HMRC Tax Month 8

clerk.dunhamhillpc@gmail.com

From: Keith Bradley - Chair <chair@dunhamhillandhapsford.co.uk>
Sent: 30 October 2023 08:18
To: clerk.dunhamhillpc@gmail.com
Subject: FW: Talbot Road

From: [REDACTED]
Sent: Friday, October 27, 2023 10:03 AM
To: Keith Bradley - Chair <chair@dunhamhillandhapsford.co.uk>
Subject: RE: Talbot Road

Hi Keith,

I hope you are well.

Since our last meeting, Katie and I discussed Talbot Road land disposal with our manager, and I am therefore writing to update you on Sanctuary's current position.

We can certainly look to seek director approval to gift the land however, we would look for you to cover your own legal fees and, in addition there is an admin fee that would be payable upon completion in the sum of £500.

In terms of Sanctuary carrying out any works to the site, unfortunately this is not something Sanctuary would be in a position to offer and it would have to be organised by yourself once the land transfer has taken place.

With the above in mind please let me know if you still wish to proceed with this matter

Kind regards,

[REDACTED]

[REDACTED]

Issues raised with CWaC

Last Updated 30/10/2023

Date	Log No	Location	Fault type:	Description	Action Taken by CWaC
02/05/2023	SS512085585	Hapsford Lane	Streetcare & Grounds - Street cleansing - sweeper		Your report has now been investigated and arrangements have been made to resolve this issue.
02/08/2023	SS536333710	Chester Road	Streetcare & Grounds - Hedge and shrubs	Overgrown hedging along Chester Road - between Talbot Road and Hapsford Lane - causing pedestrians to step out into road.	Still awaiting inspection - Chased again (30-10-2023)
16/08/2023	HW539702993	Morley Lane	Sign - Sign Damaged	Damaged Sign	In progress - waiting for site inspection. We aim to inspect within 10 working days.
16/08/2023	HW539704578	Barrow Lane	Sign - Sign Damaged	Damaged Sign	Thank you for your enquiry regarding the condition on the Signpost on the junction of Morley Lane/Station Lane a job has been raised with our contractors to refix the post. - JOB CLOSED
16/08/2023	HW539714022	Morley Lane/ Station Lane	Highway maintenance - Street name plates	Damaged Sign	Thank you for your enquiry regarding the damaged Street Name plate on Morley Lane this will be added to our list for Renewal when funding available.
16/08/2023	HW539715234	Nortons Lane	Sign - Sign Damaged	Damaged Sign	JOB CLOSED
06/09/2023	GS544998415	Manley Lane	Public right of way access - Obstructions	Public Right of Way blocked by crop in Farmers Field - Dunham on the Hill FP1 blocked	At this time of the year the farmers are harvesting the crops and the obstruction will soon disappear, but I will identify who the landowner is and make him aware of his responsibility not to obstruct a PRoW and advise him that we will be monitoring the footpath next year. JOB CLOSED
18/09/2023	SS547908652	Chester Road	Streetcare & Grounds - Leaves	Footway needs siding out as weeds & hawthorns/brambles are encroaching along the footpath.	
18/09/2023	SS547910036	A5117 junction of Moor Lane	Streetcare & Grounds - Grass Cutting	Grass cutting at junction of Moor Lane is patchy and needs strimming and tidying up	
18/09/2023	HW547913222	Chester Road	Highway maintenance - Unauthorised obstruction	Cars at Garage next door to Café Fresh are parking on the footpath causing residents to need to step out onto the road.	Thank you for your enquiry regarding cars obstructing the footway on Chester Road, Dunham On The Hill. I have visited site today and this footway is completely clear of any obstructions. I will monitor this, but no action required at present JOB CLOSED

18/09/2023	HW547914472	Low Hill	Sign - Sign Damaged	Obstructed directional sign on Chester Road opposite the junction of Low Hill - obscured by overgrown hedge.	Awaiting inspection - Chased again (30-10-2023)
------------	-------------	----------	---------------------	--	---