



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) - £867.00
- Total 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>Amount</u>
EXPENDITURE		
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.

Signed:



The meeting closed at 20.51

Dated: 5th November

Mrs T Ryall-Harvey 05/09/2023