



DUNHAM HILL & HAPSFORD PARISH COUNCIL MEETING

Tuesday 2nd September 2025, at 7.00pm in the Dunham Hill Village Hall.

MINUTES

Present: Cllr S Clarke
Cllr C Jones
Cllr K Holmes

Cllr K Bradley
Cllr C Green
Cllr R Johnson

Clerk: Mrs T Ryall-Harvey

Members of the public: 1

APOLOGIES FOR ABSENCE – None

PARISH COUNCIL VACANCIES – It was reported that there were currently two vacancies available for co-option and no applications had been received since the last meeting.

DECLARATION OF INTERESTS – no declarations of interest were received.

EXCLUSION OF PRESS AND PUBLIC – it was agreed that there were no issues that needed to be discussed with the exclusion of Press and Public.

PUBLIC PARTICIPATION

A resident who lived in the village and was linked with the church down Hob Lane asked if there was anything that the Church could assist the village with. It was suggested that they undertake a litter picking event in between the Parish Council events as they were unable to attend the one PC had organized. Cllr Clarke undertook to liaise with the resident to organize this in December/January. Cllr Green also asked if there was any funding available as the PC are currently looking to complete a Green/Grey belt study to identify areas that could be agreeable to build on in the future.

ACTION: It was agreed that Cllr Clarke would liaise with resident to organize a litter picking event in December/January.

ACTION: It was agreed that further information would be provided to the resident in relation to the additional study that the Parish Council would like to undertake to gain better evidence in relation to building on green/gray belt in the Dunham Hill and Hapsford area.

CORRESPONDENCE

A resident of Hapsford had contacted the Parish Council to ask if it would be possible to have "please don't litter" signs to put up on the verges of Hapsford, the Parish Council agreed to raise this with CWaC it was also suggested that the Parish Council ask if a litter bin can be installed in the layby by the motorway.

ACTION: Layby near the motorway ask if we can put a bin.

ACTION: Cllr Bradley will take pictures of issue and then Clerk to report to CWaC

Following the letter from Dunham Hill and Hapsford Parish Council sent to Sarah Pochin regarding Unauthorised Development in the Green Belt, the clerk sought clarification as to how the Parish Council would like to respond to Sarah Pochin's office seeking further information.

ACTION: Cllr Bradley undertook to raise this with the Sandstone Meeting and draft an appropriate response.

21.10.25

ACCEPTANCE OF MINUTES

RESOLVED 25/026 - that the Chair of the meeting signs, as a true and correct record the circulated minutes of the Parish Meeting held on Tuesday 8th July 2025.

PLANNING

The Planning Register dated 27/08/2025 was accepted and changes to the planning register from last meeting were noted.

It was noted that the following planning consultations had been determined by the local authority since the last meeting:-

- 24/00261/FUL – Land at Protos (Ince Resource Recovery Park) Grinsome Road and Marsh Lane, Ellesmere Port -Full Planning permission for the construction and operation of a post combustion Carbon Dioxide (CO2) Capture Facility – *approved*.
- 25/01628/LDC – Thyme House, 6 Moor Court, Moor Lane, Hapsford WA6 0LA – Use of land for siting a mobile home for use ancillary to the main dwelling – *approved*.

It was noted that the following planning consultations had been received by the Parish Council since the last meeting:-

- 25/01339/FUL – Land North of Rake Lane, Dunham on The Hill, Chester – Construction and operation of a solar photovoltaic (PV) Farm with associated infrastructure and landscape and ecological enhancements for a temporary operational period of 40 years – *response submitted to Cheshire West and Chester Council*.
- 25/02159/FUL – Witherwin, Chester Road, Dunham on the Hill, Chester CH2 4Jr – Replacement dwelling – *the Parish Council submitted that they have no objections to the proposed development, however they would like to ensure the safe removals of the asbestos roof and the removal of the hard core and restoration of the land to the front of the property together with the removal of the static caravan which is not in keeping with the area.*

It was reported that the following issues had been reported to Planning Enforcement since the last meeting:-

- 24/00357/EOPDEV – Dunky's Nursery, Moor Lane, Hapsford installation of static caravan on a commercial site for educational purposes – it was reported that the Planning Enforcement Team had visited Hapsford Hall and has spoken to both the Planning Team and the Conservation Team; they have viewed the caravan at the nursery. The Planning Officers have confirmed that caravan does not constitute development and so does not require Planning Permission or Listed Building Consent to be located at the nursery. As planning do not consider it to be development, it does not constitute a breach in Planning Control and so no Enforcement action can be taken.

The white picket fence at the front of the property was also raised as part of the complaint. This was erected without Planning Permission or Listed Building Consent. However, it was erected over 4 years ago and so is immune to Enforcement action for the Planning Permission. In terms of it harming the listing – the Conservation team acknowledge that the fence is not typical but would likely approve a Listed Building Consent application for it, were one to be submitted. They do not see that it causes any harm to the listing.

As there is no breach in Planning Control for the caravan and Conservation are happy with the picket fence, the Planning Enforcement are unable to take action, and have closed the case.

NEIGHBOURHOOD DEVELOPMENT PLAN

Cllr Bradley thanked Cllr Green for all her hard work over the last two years in heading the Neighbourhood Development Plan project, he was pleased to report that following the referendum the on Thursday 28th August where the results were 81 votes were in favour and 14 votes against, it was reported by Cheshire West and Chester Council that the results were 'carried' in favour of making the order. The next stage is for Cheshire West and Chester Council to prepare a decision notice and report to 'make' the Plan which will be a decision delegated to the Head of Planning and Place Making.

ACCOUNTS

Cashbook – the council accepted the cashbook and updated budget v actual YTD dated 26/08/2025.

Bank Reconciliation

RESOLVED 25/027 – the council approved the bank reconciliation as circulated against the bank statements and Cllr Green sign the originals as a true and correct record.

Income & Expenditure

RESOLVED 25/028 - to accept the expenditure as reported to the meeting:-

Payments made since the last meeting for approval

Date	Payable to	Net Amount	Gross Amount	Comment
21-08-2025	Paul Johnson	£246.40	£246.40	Printing of Newsletter
25-08-2025	Mrs T Ryall-Harvey	£347.17	£347.17	Salary Tax Month 5
29/08/2025	HMRC PAYE	£89.31	£89.31	HMRC Tax Month 5

Payments not yet made for approval

Payable to	Net Amount	VAT	Gross Amount	Comment
Mrs T Ryall-Harvey	£413.83	£0.00	£413.83	Salary Tax Month 6
Mrs T Ryall-Harvey	£59.87	£0.60	£60.47	Clerk's Expenses
HMRC PAYE	£118.39	£0.00	£118.39	HMRC Tax Month 6

THE COMMUNITY

Community Litter Picking – it was agreed the next Community Litter Picking Event would take place on Saturday 11th October from 10am.

PARISH COUNCIL MATTERS

Newsletter

Items for inclusion in the newsletter discuss at this meeting were:-

- Neighbourhood Plan Referendum Update
- Christmas Events
- Welcome back to Tim the Postman
- Thank you to those who undertook the littering and additional litter picking event will be undertaken by the breatharian
- Work undertaken over the last six months, Dave to cut the grass and Stuart for painting the bus shelters, regular litter picking in Hapsford and checking the Defibrillator.

All articles to be provided by 1st November.

21.10.25

Dunham Hill and Hapsford Parish Council

website: www.dunhamhillandhapsford.co.uk email: clerk@dunhamhillandhapsford.co.uk

Hapsford Christmas Tree

It was reported that following the recent notice in the newsletter explaining that the funding for the Christmas Tree in Hapsford had run out, a resident had written in to ask if the Parish Council would budget to fund a Christmas Tree in the future. The Parish Council confirmed that last year the Christmas Tree was part funded by a donation from a resident. It was reported to the meeting that a resident wishing to remain anonymous had agreed to fund the Christmas Tree in Hapsford for this year. It was suggested that Hapsford residents explore crowd funding or a grant to support the purchase of a Christmas tree for future.

Parking on verge by Wheatsheaf

It was reported that parking on the grass verge by the Wheatsheaf had increased in the recent months and the Parish Council asked the clerk to contact Greene King to find out if the car park could be opened when there are events taking place at the Church and if there were any actions that the Church could take to alleviate any concerns that Greene King may have in allowing this.

Cllr Bradley reported that there were photographic evidence of vehicles parking on the verge and it was agreed that this be passed to the Highways.

ACTION: Clerk to contact Greene King to see if the car park could be opened for Church events

ACTION: Clerk to forward photographs of vehicles parking on the verge to CWaC Highways department.

Action Plan

The Action Plan for 2025-26 was circulated and comments/amendments were sought to allow the Clerk to draft the Action Plan for 2026-27, suggestions were:-

It was suggested that Cllr Wallace's name be remove as she had not attended meeting over the last 12 months.

Policies

The draft Information Technology Policy was circulated for the Parish Councillors comments and adoption it was unanimously RESOLVED 25/029 to accept it.

Website

The Parish Council were asked to consider NALC's recommendation for Parish Council's to move to a gov.uk domain name. It was agreed Cllr Johnson would look further into this.

Connections Locality Meeting

It was reported that two representatives of the Parish Council had been invited to the next Connections Locality Meeting scheduled to take place in Frodsham on Tuesday 14th October at 5.30pm – 7pm, Cllr Holmes and Cllr Bradley undertook to attend.

SID - it was agreed that Cllr Holmes could purchase a replacement battery for SID up to the value of £50.

Assets

Cllr Johnson reported that he had repaired the small noticeboard in Hapsford, so this now opened again, and confirmed that the large noticeboard in Hapsford required one of the legs to be refixed into the ground – which he would look to arrange.

DATE OF NEXT MEETING

The next Meeting of the Parish Council would be held on Tuesday 4th November 2025 at 7.00pm in Dunham Hill Village Hall.

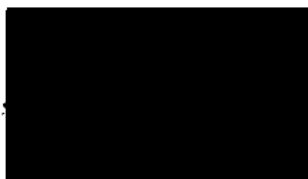
The Clerk, Press and Public were asked to leave the meeting to allow the Parish Council to discuss the next item on the agenda.

Local Pay Rise for 2025-26

It was reported that the local government pay awards for 2025-26 had been agreed and it was RESOLVED 25/030 unanimously to approve the LGA new pay scales for 2025-26 be paid and backdated until April 2025.

The meeting closed at 19.57

Signed:.....



Dated: 21.10.25.....

Mrs T Ryall-Harvey