

MINUTES OF THE PARISH COUNCIL MEETING HELD ON 21st NOVEMBER AT 7.00PM AT HUXLEY VILLAGE HALL

In Attendance: Cllr S Martin
Cllr M Roscoe
Cllr M Pilkington
Cllr R Bird (Chairman)

Cllr S Ratledge
Cllr L Sackett
Cllr C Nicholls
Members of the Public: 6

APOLOGIES: Apologies were received and accepted from Cllr F Halton due to previous commitment and Cllr M Jones due to work commitments.

PARISH COUNCIL MATTERS

Vacancies- it was noted that following the resignation of Cllr Lambert and confirmation from CWaC that the Parish Council could co-opt against this vacancy, the Clerk confirmed therefore that there now was 3 vacancies on the Parish Council.

The Clerk reported that she had received interest from two residents wishing to stand as Parish Councillors, these were Lorraine Sackett and Carolyn Nicholls. It was proposed by Cllr Roscoe and seconded by Cllr Martin that these residents be co-opted onto the Parish Council with immediate effect.

ACTION: Inform CWaC of new Co-options.

ACTION: Add information to Website and provide them with new email addresses.

DECLARATION OF DISCLOSABLE INTERESTS

None were received.

PUBLIC SESSION

A resident welcomed the survey's that the Parish Council has recently undertaken. Speeding particularly was a concern to all residents.

A member of the public reported that he was a director of Tarporley War Memorial Hospital Trust and highlighted that they had recently had an AGM which was well attended and for information he circulated copies of the newsletter.

A resident highlighted that the Beacon was still situated in the car park at Hargrave and suggested for safety that it should be relocated, it was also reported that large lump of sandstone was available to be located next to the beacon and for a plaque to sit on. It was confirmed that Cllr Nicholls had the plaque.

A resident reported about concerns he had with regards to the proposed traffic calming measures that included the installation of dragons teeth and roundels and additional a VAS sign which he felt went against the Neighbourhood Plan and created a more urban feel for the area.

MINUTES

RESOLVED 23/034 that the Chairman signs, as a true and correct record, the minutes of the meeting held on 19th September 2023 proposed by Cllr Martin and seconded by Cllr Ratledge.

ACTIONS

Actions not otherwise on the agenda that had been completed:-

- Flooding on Huxley Lane – The Clerk confirmed she had requested confirmation of when the gullies had been cleaned out and requested a street cleaner around Huxley Village.
- Information had been included in Down Our Way on landowners responsibilities and keep the hedges tidy.
- Cllr Bird reported he had explored if a connectivity discount would be granted by Skylink if a number of residents were interested in utilising this service. He confirmed that Skylink had were not able to provide a discount for multiple connections.
- Send map provided by CWaC to Cllr Ratledge -Completed.

Actions not otherwise on the agenda still outstanding:-

- Letter to CWaC re the impact of higher traffic fall on the cost of housing in the rural areas – it was agreed not to move forward with this action.

BUSINESS AND CORRESPONDENCE

Huxley Primary School – The Chair of Huxley Primary School provided the following written report:-

Below are the key activities as the school is transitioning to become an academy within the Chester Diocesan Academies Trust (CDAT):-

- currently in the engagement process with parents and staff
- due diligence and legal activities around finance, premises, TUPE have taken place
- conversion date agreed as 1st February if any hold ups it will be 1st March
- all staff already beginning to benefit from CDAT support as part of a network of schools with lots of opportunities for Huxley to work with other schools
- Huxley is also giving support to schools within the Trust regarding flexi-schooling
- The parental response is extremely positive
- All staff are happy with the conversion and look forward to being part of the CDAT schools network.

The school continues to work to the OFSTED recommendations and the key actions are listed below –

- currently 35 pupils with two more starting in December (moving into the local area)
- lots of interest for Reception 2024 places - 10 visits/enquiries so far, with 6 saying they already want to put Huxley as their first choice
- two applications already in with one being local and one out of area with the deadline for application is not until Jan 15th 2024
- many enquiries for places but for some children we have not been able to meet need for both or either mental health or behavioural support
- health and safety food hygiene taken place 5* rating with no issues
- children's activities- have had Diwali event (Story tents) for Acorns, Golf Experience day, Dance specialist in for 3 weeks, and an Anti Bullying week
- Care in the Community projects- raised money and awareness for British Dyslexia Association, Hospital Pyjama Appeal, Christmas Jumper Day (Save the Children)
- All staff are continuing to develop their subject leader role

Footpaths – Cllr Pilkington reported that the purchase and installation of a kissing gate on FP15 to replace the stile by Mill Cottages, Hargrave and two spring gates either side of the bridge by Leadgate Farm had now been completed and it was RESOLVED 23/035 to add these to the Parish Council Asset Register.

It was reported that a resident of Tattenhall Parish had asked if the Parish Council would consider replacing the 2 stiles on the Gatesheath to Hargrave path. It was agreed that Cllr Pilkington would make contact and clarify the location of the these stiles and report back to the Parish Council for consideration.

ACTION: Cllr Pilkington to identify where the stiles that require replacement on the Gatesheath to Hargrave path are located.

Two residents joined the meeting.

Review of Condition and Safety of Assets – It was reported that the Parish Council Beacon was currently located in the car park of the Hargrave Village Hall and the priority was to relocate it in the position that had been agreed on the field.

ACTION: Cllr Ratledge, Martin & Cllr Roscoe undertook to arrange for the relocation of the Beacon when the weather improves.

ACTION: Move the Beacon to the other side of the wall so it is less conspicuous.

ACTION: Cllr Nicholls has the plaque available to fix when the Beacon has been relocated.

Speeding and Road Safety within the Parish – The notes of the Working Group held on 21st September with officers from CWaC Highways Department was circulated around the meeting for information. At the working group meeting it was reported that CWaC had suggested the installation of Dragon's Teeth and Roundels on Church Road near the school and this had been proposed to residents to seek their comments.

Cllr Pilkington joined the meeting.

Church Road – Proposed Dragons Teeth and Roundel Road Markings – the results of the survey of residents specifically in Church Lane and generally though the latest Down our Way newsletter were received and it was noted that out of the 19 responses received 12 were in support and 7 objected to the proposed installation of dragons teeth and roundels.

One resident left the meeting.

Therefore it was proposed by Cllr Ratledge, seconded by Cllr Bird and a vote was undertaken (four people in favour and 3 against) it was therefore **RESOLVED 23/036** to request that CWaC proceed with the Roundels and Dragons Teeth painting on the road.

The Parish Council additionally sought residents support on the installation of an Interactive Speed Sign on Church Lane.

Out of the 19 responses received, 13 were in support of the installation of an Interactive Speed Sign and 6 objected to it.

ACTION: the Parish Council to request the costs be sought for this for further consideration.

The Parish Councillors noted the comments received from residents who responded to the survey.

Bus Services within the Area – Following a survey of residents via leaflets and inclusion in a resident Down Our Way where the Parish Council sought clarification as to if residents would like a bus service the results were as follows: –

13 residents confirmed that they would like to see a bus service

12 residents confirmed they would use a bus service

1 resident would use a daily service, 5 residents would use a weekly service, 3 residents would use a monthly service and 4 residents would occasionally use the service.

Other comments received from residents were circulated and noted.

Additionally, a copy of a Freedom of Information request was received from a resident of Hoofield, seeking

information from CWaC about the current Dial a Ride Bus service that was available in the area this included:-

1. How many passengers used this service in the last 12 months. By each day please (Tuesday and Thursday).

Response:

Tuesdays – 26 return trips.

Thursdays – 34 return trips

2. How many got on at Huxley?

Response: Huxley has one regular customer (35 return trips) plus a single one-off return trip.

Therefore the Parish Council decided to not take this any matter further and agreed to put the Dial a Ride information on the noticeboard.

PARISH COUNCIL MATTERS

Action Plan – it was proposed by Cllr Roscoe, seconded by Cllr Sackett and unanimously **RESOLVED 23/037** that the draft Action Plan for 2024-25 be adopted.

Four residents left the meeting.

PLANNING

The Planning Register dated 09/11/2023 was accepted and changes to the planning register from last meeting were noted.

It was reported that the following applications had been consulted upon since the last meeting:-

23/02880/FUL – Old Hall Barn, Church Lane, Hargrave CH3 7RH – Proposed replacement internal first floor to outbuilding. Confirmation of resident use – the Parish Council had **no objection** to this application.

23/03264/FUL – Eaton Villa, Hoofield Lane, Huxley CH3 9BR – Proposed construction of detached garage – the Parish Council had **no objection** to this application.

23/03151/FUL – Hargrave Farm, Church Lane, Hargrave, CH3 7RH – Proposed additional access drive to serve farm – the Parish Council had **no objection** to this application.

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

23/00620/FUL – Eaton Villa, Hoofield Lane, Huxley CH3 9BR – Two storey rear extension with first floor balcony, single storey porch, alterations to elevations including cladding and openings, partial demolition of existing garage and construction of a new detached garage – **approved**.

It was reported that the following planning application had been received since the agenda had been circulated:-

23/03201/FUL - Brook House Hoofield Lane Huxley Chester CH3 9BR - The installation of 62 ground mounted solar panels – it was agreed that this application would be reviewed and responded to in between meetings.

Cllr Pilkington declared an interest to the below item and undertook not to participate in any discussions.

23/02880/FUL - Old Hall Barn Church Lane Hargrave Chester CH3 7RH - Proposed replacement internal first floor to outbuilding. Confirmation of residential use - – it was agreed that this application would be reviewed and responded to in between meetings.

ACTION: Chase with Planning Enforcement the status of Enforcement Issues 20/02055/FUL & 21/00058/ENF.

NEIGHBOURHOOD DEVELOPMENT PLAN

The Chairman sought agreement to create a Working Group to review the Parish Council's current Neighbourhood Development Plan and identify areas that may need amending in the future subject to CWaC amended Local Plan.

The Parish Council agreed that a review of all Neighbourhood Development Plan Policies was worth undertaking at this time and potentially seeking public opinion on any areas that may need amending or including for example looking at a Green Energy Policy.

It was therefore agreed that Cllr Sackett and Cllr Nicholls would review the Neighbourhood Development Plan and report back.

ACTION: Cllr Sackett and Cllr Nicholls to report to future meetings on any recommendations they have once reviewing the Neighbourhood Plan.

ACTION: It was requested that Tattenhall Parish Council be contacted to see if they are including any new areas of interest within their Neighbourhood Plan.

FINANCIAL ITEMS

Cashbook and Out-turn Forecast YTD

RESOLVED 23/038 Year to date cashbook and out-turn report dated 09/11/2023 was approved as a true and correct record.

Bank Reconciliation against Cashbook YTD – **RESOLVED 23/039** – that Cllr Nicholls signed the Bank Reconciliation and Bank Statements.

Budget Requirements for 2024-25 for consideration

The Chairman sought the Parish Council's thoughts on any budget requirements that should be considered for inclusion in the budget preparation for 2024-25. The clerk undertook to pull a draft budget together against the approved Action Plan and circulate prior to the next meeting and bring to the January meeting for approval.

ACTION: Clerk to draft and circulate a Draft Budget for 2024-25.

Include 2 x kissing gates in budget.

ACTION: Circulate CIL criteria for spending.

ACTION: Request further information from CWaC on which housing development the CIL money relate to.

Clerk's Salary

It was reported that NALC has advised that the LGA has notified that they have come to an agreement on the new pay scales for 2023-24 to be implemented from 1 April 2023. Employers are encouraged to implement this pay award as swiftly as possible. It was therefore **RESOLVED 23/040** to the agreed new pay scales for 2023-24 and this be backdated to 1st April 2023.

RESOLVED 23/041 to approve the Clerk's salary increase of one salary scale point for the financial year 2024-25.

ACTION: Look at timesheet and confirm that the clerk gets paid for the hours she works.

Payments Made & Received since the last meeting:-

Income received since the last meeting:-

£13.68 & £16.42 in Bank Interest

£8,082.86 from CWaC CIL Money.

ACTION: Investigate Investment Policy and Community Savings Accounts.

Payments made since last meeting:-

Clerk Pay	Tax Point 7	£265.20
Clerk Pay	Tax Point 8	£316.50
Clerk's Expenses	To include Training, Stationery, Mobile, Travel etc	£151.04
P J Hellmers Ltd	Installation of Bridge Gates and Kissing Gates	£540.00
Tattenhall Parish Council	Purchase of Kissing Gate and Spring Gates	£855.00
Shire Accountancy	Payroll Services for 2 nd ½ of Year	£102.60
Hargrave Parochial Church Council	Room Hire	£28.00
Cheshire West and Chester Council	Election Cost for Uncontested Election	£181.00

RESOLVED 23/042 to accept the income and payments since the last meeting for approval.

NEXT MEETING

The next meeting would take place on Tuesday 16th January 2024 at 7.00pm in Hargrave Village Hall.

The meeting closed at 20.58

Signed

Dated:

16.1.24