

MINUTES OF THE PARISH COUNCIL MEETING HELD ON 7th JULY 2024 AT 5.00PM AT HUXLEY VILLAGE HALL

In Attendance:	Cllr R Bird	Cllr M Roscoe
	Cllr R Jones	Cllr S Ratledge
	Cllr S Martin	Cllr L Sackett (Chairman)
	Cllr C Nicholls	Members of the Public: 1
	Cllr M Pilkington	

APOLOGIES: Apologies were received and accepted from Cllr F Halton due to personal commitments and Cllr M Jones (Ward Councillor) due to previous commitments.

DECLARATION OF DISCLOSABLE INTERESTS

None were received.

EXCLUSION OF PRESS AND PUBLIC

Cllr Sackett proposed that Item 10.4 – Clerk’s Salary be taken at the end of the meeting due to the sensitive nature of the discussions and the Clerk and Press and Public be asked to leave the meeting. Seconded by Cllr S Martin an unanimously RESOLVED 24/017.

PUBLIC SESSION

A resident reported that there are three potential stiles on their land that they would allow kissing gates to be fitted on. The resident would forward the details over by email to the clerk.

MINUTES

RESOLVED 24/018 that the Chairman signs, as a true and correct record, the minutes of the meeting held on 21st May proposed by Cllr Roscoe and seconded by Cllr Nicholls.

ACTION: Send Cllr R Jones the Planning Policy/Procedures

ACTIONS

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

- Cllr Halton had provided photographic evidence of the footpath in disrepair.
- Clerk had sought quotes from companies to repair the footpath in Huxley.
- Clerk had sought quotes for SID machine
- Cllr Nicholls had provided the evidence she had found with regards to established native hedges.
- Clerk had posted audit papers and summary report on website
- Clerk had published the Public Rights notification on the website and noticeboards.
- Clerk had submitted the eternal audit information to PKF Littlejohn
- Clerk had circulated the amended Financial Regulations around the Parish Council.
- Cllr Ratledge, Martin & Cllr Roscoe undertook to arrange for the relocation of the Beacon when the weather improves.
- Move the Beacon to the other side of the wall so it is less conspicuous.

Actions not otherwise on the agenda still outstanding:-

- Cllr Nicholls has the plaque available to fix when the Beacon has been relocated.
- Cllr Pilkington to identify stiles that could be replaced in the area.
- Cllr Pilkington undertakes to identify landowners and make contact.
- All Councillors to take pictures of any stiles in the area when they are out walking so we can log them all and their condition.
- Explore organising a joint Parish Council/Happy Day's Litter Picking Event

BUSINESS AND CORRESPONDENCE

Footpaths – Cllr Pilkington reported that she had identified that the Bridle Path by Leadgate Farm needs clearing and that there are also no stiles or kissing gates at both entrances which allows horses to ride through.

It was highlighted by a resident that kissing gates were not suitable for horse riders which the Parish Councillors noted, but agreed that as there is only one Bridle Path in our area, it would not affect the work they were undertaking.

ACTION: Cllr Pilkington to continue mapping the locations.

ACTION: Clerk to contact Clerk for Tattenhall to see if Tattenhall Parish Council have put the kissing gates on their asset register.

ACTION: Ask PROW what is the statutory responsibility of the landowners – are the landowners required to maintain the stiles?

Review of Condition and Safety of Assets – It was reported that the Parish Council Beacon had been relocated. Cllr Nicholls undertook to install the plaque.

ACTION: Clerk to provide a copy of the Asset register to Cllr Martin.

Footpath in Huxley – it was noted that a resident had emailed Cllr Sackett about the condition of the Footpath/pavement along Huxley Lane. It was agreed to note this and discuss further under item 11.4.

ACTION: It was agreed to request the CWaC Highway Officer undertake a site visit due to the safety point of view of the footpath, zero visibility due to the overgrown hedges.

Speeding on Huxley Lane – it was noted that a resident had contacted the Parish Council sharing their concerns about the speed of vehicles travelling along Huxley Lane. It was agreed that Parish Councillors share these concerns as well as other residents and it was therefore agreed that the Parish Council purchasing its own SID machine was a priority.

Highways Update – a copy of the Speed Traffic Survey completed on behalf of Cheshire West and Chester Council (CWaC) was circulated, it was noted that our request of a 40mph speed limit would not be possible, therefore it was proposed by Cllr Ratledge and seconded by Cllr Bird and unanimously **RESOLVED 24/019** to confirm to CWaC that the Parish Council wishes to move forward with their recommendation and provide costings of reducing this stretch of road to 50mph.

ACTION: Let CWaC know that the Parish Council are disappointed with the recommendations of the report and ask if CWaC has taken into account the fact that there is planning permission approved for 6 houses on the site at Green Farm, Huxley Lane, and could this impact on the decision to allow a 40mph in the future when the barn conversions have been built? This along with the survey report will be sent to the Ward Councillor

PCSO Meeting – it was reported, following a recent burglary in the area, that a meeting had been proposed by the Parish Council with the PCSO and Homewatch Co-ordinator for residents to raise awareness of home security. This had been scheduled for Monday 8th July at 6.00pm in Huxley Village Hall – all residents were welcome to attend.

Any other correspondence – nothing raised.

PLANNING

The Planning Register dated 30/06/2024 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:-
24/01624/LDC – Heath House, Hatton Hall Lane, Hatton CH3 9AP – Confirmation of lawful use of the dwelling which has been breach on an agricultural occupancy condition. The Parish Council submitted a 'objection' to this consultation as this house was built to provide accommodation for local agricultural needs and therefore to remove the property from its original intended use would reduce the availability of local key workers being able to find local accommodation- It was unanimously agreed to submit this comment.

It was reported that the following application had been determined by the principal authority since the last meeting:-

24/01126/FUL – Hillside, Huxley Lane, Huxley CH3 9BG – Erection of front storm porch, single storey side and first floor rear extension and alteration to elevation – *Approved*.

No further planning applications had been received after the agenda had been circulated.

Enforcement – ACTION: to enquire what actions CWaC are going to undertake next on the field in Hargrave when the enforcement notice ends. We believe that there is a for sale sign outside the site.

Cllr Sackett provided the meeting with a verbal report on the recent drop-in event for Town and Parish Council relating to the new CWaC Local Plan that she attended.

NEIGHBOURHOOD DEVELOPMENT PLAN

Cllr Sackett reported that following recent discussions with Catherine Monteroyd, Principal Planning Officer – Planning Policy at CWaC, she proposed the creation of a working group to undertake an 'evidence linked review' of the current Neighbourhood Plan.

It was therefore agreed that Cllr Sackett, Cllr Nicolls, Cllr R Jones and set up the Working Group and report back to future meetings.

ACTION: put in the newsletter to see if there are any residents wishing to get involved.

Cllr Bird left the meeting.

Information from CWaC was circulated with the agenda papers and noted at the meeting in relation to the new arrangements CWaC had in place for requesting extra time to comment on Planning Applications.

FINANCIAL ITEMS

Cashbook and Out-turn Forecast YTD

RESOLVED 24/020 Year to date cashbook and out-turn report dated 30/06/2024 was approved as a true and correct record.

Bank Reconciliation against Cashbook YTD – RESOLVED 24/021 – that Cllr Roscoe signed the Bank Reconciliation and Bank Statements.

Purchase of Remembrance Poppy Wreath - It was unanimously RESOLVED 24/022 that the Parish Council purchase a Remembrance Poppy Wreath.

Order 4 Poppies (History Group, WI, Church & Parish Council – All the same design)

Payments Made & Received since the last meeting:-

Date	Payable to	Gross Amount	Comment
10/06/2024	Bank Interest	£34.89	Monthly Bank Interest

Payments made since the last meeting for approval

Date	Payable to	Net Amount	VAT	Gross Amount	Comment
04/06/2024	Hargrave Parochial Church Council	£28.00	£0.00	£28.00	Hire of Hargrave Church Hall
25/06/2024	Mrs T Ryall-Harvey	£288.92	£0.00	£288.95	Salary Tax Month 3

Payments not yet made for approval

Payable to	Net Amount	VAT	Gross Amount	Comment
Mrs T Ryall-Harvey	£288.95	£0.00	£288.95	Salary Tax Month 4
ICO (Direct Debit)	£35.00	£0.00	£35.00	Data Protection Subscription
Mrs T Ryall-Harvey	£50.53	£3.27	£35.00	Clerk's Expenses
CHALC	£30.00	£0.00	£30.00	Planning Training
CHALC	£50.00	£0.00	£50.00	Chairmanship Training

RESOLVED 24/023 to accept the income and payments since the last meeting as listed above.

PARISH COUNCIL MATTERS

Financial Regulations

Following the circulation of the revised Financial Regulations it was proposed by Cllr Ratledge and seconded by Cllr Martin and unanimously RESOLVED 24/024 to adopt the Financial Regulations.

Training for Councillors – Cllr Sackett highlighted the schedule of training currently being offered for the year by CHALC and sought confirmation if any Parish Councillors wished to undertake any training?

ACTION: Cllr R Jones to attend the 10th September training event on Induction for Councillors and Clerks

Environmental Working Group – Cllr Nicholls reported she did not receive any official correspondence but has been speaking to residents as and when she was able. There is a Green Group at the school that she would like to link in with. She would also be interested in setting-up a drop-in session in Huxley in September.

Future Projects Working Group – the meeting notes of the Future Projects Working Group was circulated with the agenda pack and it was noted that several projects had been suggested and Parish Councillors approved of these. It was also agreed that a resident's survey be undertaken to gauge the priority of these projects with residents and see an understanding as to if they were agreeable to increasing the precept to assist in the funding of these projects.

ACTION: Put in the newsletter the Report-it link and also on the website.

ACTION: Cllr Nicholls to ask the admin for the Facebook Account to see if they would allow Cllr Nicholls to be an administrator, so that Parish Council information could be linked to the Facebook site as appropriate.

ACTION: Recirculate the result of the surveys that were undertaken in 2023.

ACTION: Write to TG Builders Merchants, Hewitt G & G B to ask their drivers to kindly be more considerate when they drive through the village.

NEXT MEETING

The next meeting will be the Parish Council Meeting and will take place on Sunday 1st September 2024 at 5.00pm in Hargrave Village Hall.

Press, Public and Clerk left the meeting.

Clerk's Salary

Cllr Sackett reported that after discussion with the Parish Councillors it was proposed by Cllr Sackett and seconded by Cllr Nicholls and unanimously RESOLVED 24/025 to award the Clerk's a pay rise to SCP29 from 1st July.

The Parish Councillors value work the clerk carry out for the PC and would also like to recognise the achievements that the clerk has gained on the courses she has recently attended. The Parish Council also thanked the clerk for all her hard work that she has provided for us over the years.

Signed:....

The meeting closed at 18:43

Dated:..... 1/9/2024