

MINUTES OF THE PARISH COUNCIL MEETING
HELD ON 5th JANUARY 2025 AT 5.00PM AT HARGRAVE VILLAGE HALL

In Attendance: Cllr R Bird
Cllr R Jones
Cllr M Pilkington
Cllr M Roscoe

Cllr S Ratledge
Cllr L Sackett (Chairperson)
Members of the Public: 0

APOLOGIES: Apologies were received and accepted from Cllr S Martin, Cllr C Nicholls, Cllr F Halton and Cllr M Jones (Ward Councillor) due to prior commitments

DECLARATION OF DISCLOSABLE INTERESTS - None were received.

PUBLIC SESSION – Nothing raised.

Cllr Pilkington joined the meeting.

MINUTES

RESOLVED 24/042 that the Chairman signs, as a true and correct record, the minutes of the meeting held on 3rd November 2024 proposed by Cllr R Jones and seconded by Cllr M Roscoe.

ACTIONS

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

- Highways issues:-

1. Enquire with highways if a directional sign could be put on the A51 to encourage people to continue down the A51 to pick up the A41 if they are travelling to the Ice Cream Farm

Cheshire West and Chester Council have confirmed the following:-

Brown tourism signs are applied for and funded by the applicant, but our policy is that we only sign the destination from the nearest A road. In this instance, the A41 is the nearest A road so there shouldn't be any direction signs for the Ice Cream Farm on the A51.

The roads to and through Huxley village are all classified C roads and are appropriate routes for traffic to reach the Ice Cream Farm. We therefore have no plans to install signs on the A51 for the Ice Cream Farm.

2. Speak to Clerk of Tattenhall PC to raise concerns about traffic using rural road through Huxley to get to the Ice Cream Farm

ACTION: Contact Tattenhall PC to see if they would support an exit route sign at Newton by Tattenhall /Gatesheath to encourage drivers leaving the Ice Cream Farm to go to the A41.

3. Raise volume of traffic using rural road through Huxley to get to the Ice Cream Farm with Mike Jones

Cllr Mike Jones responded to say:-

Re the vehicle movements to and from the Ice Cream farm – it is a problem, very much a nightmare when pre covid they had c 800,000 visitors and traffic at Clotton, Tiverton, Broxton and egress/access points on the A41 were a nightmare. If the points are restricted at Tiverton and Clotton, more problems would occur around Tattenhall on the A41

If cars are sent via Christleton/Littleton then they will likewise be "up in arms"

The other issue is Sat Nav will direct cars, regardless of the signage

This is not an easy problem to solve – albeit the station in my view should be adjacent to the ice cream farm as my preferred option rather than Beeston.

The other option is a roundabout on the A41 at the junction of Chester Road – and if further expansion is applied for by the Ice Cream Farm, I will certainly be pushing for it.

Concerns emailed to PCSO in September relating to speeding outside the primary school had reportedly not been responded to therefore the clerk was asked to chase the PCSO regarding this matter.

ACTION: Clerk to email PCSO

ACTION: Clerk to circulate the residents voice survey and encourage all to register with any concern of speeding via this mechanism to raise the concerns with the police force.

ACTION: The Clerk was asked to seek an update on the break-in Huxley.

- Ask for clarification from PROW as to which gates they were working on replacing – it was confirmed that a list had been provided and circulated prior to the meeting.
- Update the Asset Register
- A grant application had been applied for from the Police and Crime Commission towards the funding of the SID machine – unfortunately this grant had not been successful.
- Clerk to contact Mrs Windsor to pass on the Parish Council's thanks for her assistance with the Community Litter Picking event.
- Spring Bulbs had been purchased by Cllr Sackett and planted by Cllr Sackett, Cllr Pilkington, Roscoe, and the Primary School.
- Clerk had challenged the invoice from the Hargrave PCC and they confirmed back that there would be no charge for the event.

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 to continue mapping the locations of stiles
- 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 they can log them all and their condition.
- Cllr Nicholls to contact the administrator for the Facebook Account to see if she would be allowed to become an administrator so that the Parish Council information could be linked to the Facebook site.

BUSINESS AND CORRESPONDENCE

Public Right of Ways – a list of the bridges and stiles that Cheshire West and Chester's Public Rights of Way Officer is working on replacing had been circulated since the last meeting for Parish Councillor's information.

Cllr Pilkington has identified a couple of stiles along FP3 that require maintenance, it was also reported that CWaC was going to replace a bridge on FP3 therefore Cllr Pilkington proposed that the Parish Council fund the replacement swing gates either side of the bridge.

ACTION: Organise a meeting with PROW Officer for Spring.

ACTION: Clerk to email PROW officer - to talk about the possibility of creating a stile-less footpath, perhaps along FP3 route and also highlighting to the PROW officer that the Parish Council would be willing to assist with the installing of stiles should landowners not be forthcoming.

Highways – it was reported that the clearing of the footpath on Huxley had not yet been completed but the Clerk had chased this work.

Also, it was suggested that the footpath in Hargrave could also do with brushing to remove the moss.

ACTION: The hedge along Long Lane has been cut back, but it has not been cut back sufficiently – speak to Stuart Bateman.

Sign on Long Lane, has fallen over and nothing has been done – Mary Pilkington has reported it.

ACTION: Report the burnt-out vehicle on the bridge in Hatton to the PCSO and ask for update on it.

Cllr Bird again raised concerns about the flooding on Martin's Lane/Guy Lane.

ACTION: Cllr Bird undertook to send over recent photographs for the clerk to forward to CWaC.

ACTION: Clerk to raise with Highways.

It was also raised that a resident had contacted the Parish Council to share their concerns as a parent of a pupil at the primary school about the safety of the road outside the school.

The Parish Council noted and shared these concerns and a suggestion was raised if the Primary School could provide a lollipop person to assist the children crossing the road at the start and end of the school day this could assist in resolving this issue, or a designated highways crossing

ACTION: It was also suggested that the Primary School should raise concerns directly with the Police regarding this and perhaps look to work with the PCSO to raise awareness with parents and pupils about the traffic that travels along Church Road – Cllr Sackett undertook to speak with the Headteacher.

Cllr Sackett brought to the Parish Council's attention the unadopted lay-by opposite the Primary School and sought the Parish Council's opinion as to if this should be developed to create an official lay-by, parking area for the school.

ACTION: Clerk to raise with CWaC Highways and seek their advice about the possible creation of a traffic calming /parking solution for the Primary School.

Empty Homes Update – an email from the Empty Homes Officer in relation to the Old Post Office Cottage in Hargrave had been received and circulated since the last meeting. The Empty Homes Officer had visited the site and did not believe the property to be a safety concern, although they did identify some issues that they have asked the owners to address.

ACTION: Clerk to ask if there has been any response back from the homeowner.

Sanctuary Housing - re 23 Huxley Lane, Huxley – correspondence from Sanctuary Housing that had been received since the last meeting had been shared with the Parish Councillors and the property had been reported to the Planning Enforcement Department at Cheshire West and Chester Council for them to investigate further.

Speeding in Huxley – it was reported that the Speed Indicator Device has now been purchased and deployed on Church Lane. Cllr Sackett sought volunteers from the Parish Council to undertake to replace the battery and change location one a two monthly basis. It was agreed that Cllr Sackett (January/February), Cllr Ratledge, Cllr Halton (July/August), Cllr Nicholls and Cllr Jones (March/April) would assist with keeping the SID charged.

ACTION: Email between Councillors in Huxley to arrange the rota.

ACTION: Include the bar-chart within the newsletter to raise residents' awareness – forward to the Primary School

ACTION: Cllr Ratledge to compare against previous traffic speed assessment and report the results in the newsletter.

It was confirmed that the Clerk had sought clarification from the Police Department as to the exact locations that the SID could be deployed and as soon as this information was received it would be circulated around the Parish Councillors.

ACTION: Chase with PCSO.

Cheshire West and Chester Design Code – Vision Engagement – it was reported that Cllr Nicholls and Cllr Sackett attended a training session by Create Streets on behalf of CWaC and Cllr Nicholls responded to a consultation on behalf of the Parish Council

ACTION: Cllr Nicholls to provide a summary of the response that was submitted.

Allotments in Hargrave and Huxley – a question had been raised as to if there would be demand for an allotment area in Hargrave and Huxley.

ACTION: It was suggested that this question be raised in the Down our Way to see how much interest there was from residents.

PCC Meeting with CWaC Borough, Town and Parish Councils - 22nd January, 2025. – no-one volunteered to attend and represent the Parish Council at this meeting.

PLANNING

The Planning Register dated 13/12/2024 was accepted and changes to the planning register from last meeting were noted.

It was noted that the following application had been decided by the principle authority since the last meeting:-

- 24/02384/S73 – Heath House, Hatton Hall Lane, Hatton, Chester CH3 9AP – New Farmhouse – removal of condition 4 (agricultural occupancy) of 02/00506/OUT – *approved*.

It was noted that the following consultation had been undertaken since the last meeting:-

- 24/03376/LDC – Long Acre, Mill Lane, Huxley, Chester CH3 7RQ – Lawful development certificate to establish a proposed erection of single storey side extension and front porch – *the Parish Council had not been consulted on this.*

Enforcement – Land opposite 3 Church Lane, Hargrave – it was confirmed that Parish Councillors that the caravan had been removed from the site within the timescales agreed by the Planning Enforcement Team.

End of Old Hall Lane – the Planning Enforcement Officer had visited the site and reviewed and with regards to the hardstanding, planning permission would be required, however provided they don't go much further into the field with hardcore or the concrete sleepers planning enforcement would not look to take the matter further. We understand the need to be able to access the field and have a small area to store and park items needed for the agricultural holding.

The caravan on site when used as a welfare unit would be fine. If it begins to be used for a permanent residential unit, planning permission would be needed. I have asked some questions about wastewater or foul water?

The storage container is considered to be a building, which would require planning permission. We would be able to accept a storage container on a temporary basis but would require it to be removed by Monday 3 February 2024. Should the storage container remain on site after this date we would need to look potential enforcement action.

Enforcement - 23 Huxley Lane –extension to rear of property – this had been reported to the Planning Enforcement since the last meeting.

Issue to be logged with Planning Enforcement:- it was agreed that the building that had been used as a rural shop within the grounds of The Inn at Huxley, Huxley Lane, Chester CH3 9BG should be reported to Planning Enforcement as the shop had been closed for over three months and therefore subject to the planning application the building should now be demolished.

ACTION: Clerk to report to Planning Enforcement.

FINANCIAL ITEMS

Cashbook and Out-turn Forecast YTD

RESOLVED 24/043 Year to date cashbook and out-turn report dated 13/12/2024 was approved as a true and correct record.

Bank Reconciliation against Cashbook YTD – RESOLVED 24/044 – that Cllr Bird signed the Bank Reconciliation and Bank Statements.

Budget for 2025-26

It was RESOLVED 24/045 that the budget for 2025-26 would be set at £11,088 as set-out below, proposed by Cllr Roscoe seconded by Cllr Bird and unanimously agreed.

Budget Element	Budget 2025-26
EXPENDITURE	
People	
Clerk & HMRC	4,361
Professional service	
Insurance	450
Internal Audit	50
Payroll Services	182
General Services	
Admin/Website	110
Room Hire	144
Admin & Expenses	
Expenses	330
Chairman's Allowance	50
Training	150
CHALC Membership	161
SLCC Membership	40
Other Membership	30
Data Protection fee	35
Projects	
Defibrillator	60
Public Right of Way	2,952
Community Clean-up	60
Street Furniture Maintenance	150
Bulb Planting	250
Maintenance of Kerbline and Footpath Huxley	550
British Legion Wreath	103
Ad Hoc Beneficial items	500
Inflation %	
Contingency % of above	219
TOTAL CASH OUT	11,088
RECEIPTS	
Precept	6,360
Bank Interest	295
VAT recovery	450
Money taken from Reserves	3,902
Other	78
TOTAL INCOME	11,085

Precept Request – it was proposed by Cllr Bird seconded by Cllr Roscoe and the Parish Council unanimously RESOLVED 24/046 to request a Band D precept Charge for 2025-26 of £23.89 which is an increase of 4.7% and a precept request of £6,360.

Churchyard Grant Application it was RESOLVED 24/047 to submit a Churchyard Grant Application on behalf of St Peter's Church, Hargrave for the amount £2,200 to cover the cost of grounds maintenance at the closed churchyard.

Payments for approval:-

Income received since the last meeting for approval

Date	Payable to	Gross Amount	Comment
01/11/2024	Hargrave PCC	£50.00	
04/11/2024	Women's Institute	£27.50	Reimbursement for Purchase of Poppy Wreaths
11/11/2024	Bank Interest	£27.81	Bank Interest
09/12/2024	Bank Interest	£21.89	Bank Interest

Payments made since the last meeting for approval

Date	Payable to	Net Amount	VAT	Gross Amount	Comment
18/11/2024	MJ and LJ Sackett	£65.79	£13.16	£78.95	Bulbs for Planting and Chain Lock for SID
18/11/2024	TWM Traffic Control Systems Ltd	£2,868.46	£573.69	£3,442.15	SID Machine
04/12/2024	National Association of Local Council's	£50.00	£10.00	£60.00	NALC Accreditation Fee
24/12/2024	Mrs T Ryall-Harvey	£347.01	£0.00	£347.01	Salary Tax Month 9

Payments not yet made for approval

Payable to	Net Amount	VAT	Gross Amount	Comment
Mrs T Ryall-Harvey	£347.01	£0.00	£347.01	Salary Tax Month 10
Mrs T Ryall-Harvey	£81.78	£3.40	£85.18	Expenses

RESOLVED 24/048 to accept the income and payments since the last meeting for approval.

PARISH COUNCIL MATTERS

Training Needs - the training schedule from CHALC was circulated and the Parish Councillors were asked to consider if there was anything they wishes to attend in 2025.

ACTION: Guide to Procurement Act 2023 – Clerk to ask CHALC if the changes to the Procurement Act 2023 will affect small Parish Councils?

Clerk's Training Needs - The Clerk circulated a schedule of training she wished to undertake in 2025 and it was RESOLVED 24/049 to approve the fund of this as it was split between 5 Parish Council and would cost the Parish Council £127.80.

Parish Meeting.

The Clerk reported that the Parish Council had a statutory requirement to hold a Parish Meeting and the annual Parish Meeting needs to take place between 1st March and 1st June every year.

The Parish Meeting is the opportunity for residents and local community groups to get together and report on things that have happened in the village in the last 12 months and raise the profile of the organisation between each organisation.

It was suggested that either the Wildlife Trust/ Broxton Owls/ Alternative Energy be invited to come and speak and the meeting should take place on 2nd March 2025 prior to the Parish Council Meeting in Huxley Village Hall.

It was suggested that the next Community Litter Picking Event should be organised for Saturday 8th March 2025.

Cllr Bird left the meeting.

Working Group

The notes of the Working Group meeting held on 8th December were circulated around the Parish Council. It was noted that the Working Group had recommended a further defibrillator to be installed at either the Huxley Village Hall or by the noticeboard at the junction of Huxley Lane and Church Lane. It was agreed that further information needed to be sought before and agreement could be made about this.

ACTION: Cllr Roscoe to find out from Circuit as the expected life span of a defibrillator.

ACTION: Cllr Pilkington to speak to the First Responders as get their thoughts on how many defibrillators there should be within a village, and their recommendations on locations.

DOWN OUR WAY – items for inclusion in the next issues of Down Our Way was sought.

- Is there demand for the provision of Allotments in Hargrave and Huxley.
- Share the SID detail results with residents and encourage them to do their part in driving safely.
- Parish Meeting date
- Date of next Parish Council Meeting.

It was noted that the deadline for include items in the next edition of Down our Way was 16th January 2025.

NEXT MEETING

The next meeting will be the Parish Council Meeting and will take place on Sunday 2nd March 2025 at 5.00pm in Huxley Village Hall.

The meeting closed at 19:08

Signed:.....

Dated: 21/3/2025.....