

## MINUTES OF THE PARISH COUNCIL MEETING HELD ON 18<sup>th</sup> JULY AT 7.30PM AT HUXLEY VILLAGE HALL

In Attendance – Cllr S Martin

Cllr M Roscoe

Cllr M Pilkington

Cllr R Bird (Chairman)

...Cllr R Lambert

Cllr F Halton

Cllr M Jones (Ward Councillor)

PCSO Rachael McKevitt

Members of the Public: 4

**APOLOGIES:** Apologies were received and accepted from Cllr S Ratledge due to work commitments.

**DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS & DISPENSATION REQUESTS** – No declarations of interests were received.

### PUBLIC SESSION

It was reported by a resident that Huxley Primary School had received a visit from Ofsted today – to check on them, they were not being assessed so there was no opportunity at this time to improve their status.

*Cllr Pilkington joined the meeting.*

*Cllr Jones & the PCSO joined the meeting.*

A resident reported that the Eddisbury Way footpath was overgrown and the stiles were unable to be located also a field along the footpath had been sown with a crop which therefore meant that the footpath was not clear within the field. The resident also raised concern about the section that comes out onto in Huxley by the school meant that any walkers were exiting the field, over a stile directly onto the road and was concerned about the potential hazard of this.

**ACTION:** Resident to send pictures to the Clerk to allow this to be reported.

### MINUTES

**RESOLVED 23/018** that the Chairman signs, as a true and correct record, the minutes of the meeting held on 14<sup>th</sup> May 2023 proposed by Cllr Lambert and seconded by Cllr Halton.

### ACTIONS

All actions were already covered within the agenda.

### BUSINESS AND CORRESPONDENCE

Police/PCSO Update – PCSO Rachael McKevitt attended the meeting and reported that she has put in for a site code to allow speed monitoring to take place in Huxley again. She also confirmed that PC Gardener was on duty for the next Car Meet on 6<sup>th</sup> August. Cllr Lambert reported that the café where the car meet takes place was closing and therefore there would only be two more meets in August & September.

Huxley Primary School – The Chair of Huxley Primary School submitted a written report that was circulated around the Parish Council with the Agenda and was noted at the meeting.

Footpaths – Cllr Pilkington reported that she has reported several issues on footpaths, however due to there

currently being no PROW Officers in CWaC there had been minimal progress with these issues.

Issues reported include:-

- Between Mill in Hargrave and 50p Shop – belonging to Brookhouse Farm, Stapleford a piece of wood on bridge needs replacing.
- Stile on Bereton Church Farm – repairs required.

Cllr Pilkington reported that she would be interested in the Parish Council looking into the possibility of installing Kissing Gates along footpaths within the area to improve accessibility to all, similar to a current project being progressed by Tattenhall. Cllr Pilkington had sought costs and these were :-

£435.00 + VAT per gate plus installation of £150 plus VAT

**RESOLVED 23/019** Cllr Pilkington proposed and Cllr Lambert seconded and it was unanimously agreed to move forward and look to purchase two kissing gates and seek funding from Cllr M Jones towards the cost of one.

**ACTION:** Apply to members budget to fund one kissing gate.

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 Martin & Cllr Roscoe undertook to arrange for the relocation of the Beacon before the next meeting.

**ACTION:** Defer the decision on whether to obtain a plaque for the beacon to a future meeting once the beacon had been relocated.

Speeding and Road Safety within the Parish – Cllr Lambert reported on a number of updates in relating to Speeding and Road Safety within the Parish these include:

Car Meet – this was reported earlier in the meeting.

Speed Indicator Device – Cllr Lambert confirmed that he had organised a fortnight in July where the SID machine was located by the Primary School and another session booking in August for the SID where he hoped to focus on Huxley Lane.

School Warning Flashing Lights – Cllr Lambert reported that of the three flashing school warning lights it had been identified that only two currently were working; the light that was not working had been reported to CWaC. These lights were managed through a centralised system controlled by CWaC; due to CWaC currently upgrading their system this would not be resolved until September when the new system came on line.

### Traffic Calming

Cllr Lambert reported that he had recently visited Ness to look at the traffic calming that had been trialled there. Cllr Lambert reported that the route in via A540 initially a single lane with the speed limit being 50 mph.

It is interspersed with several light controlled junctions and speed cameras. The road then moves to a dual carriageway and the limit raises to 60mph. Interestingly the road into the village itself starts as a 40mph zone but quickly reduces to a 30mph zone - there are no houses at all on these roads! This has signage and road painting as well as the word slow painted regularly along the road. Where the dwellings start the limit reduces to 20mph. In fact, the whole village is 20mph! The traffic calming itself is incredibly effective and sits in the 30mph zone. As you leave this you exit the village into a 30mph zone which continues for some way before National speed limit applies. Cllr Lambert reported that there were loads of signage and paint on the road to remind drivers of the speed limits. Cllr Lambert reported that there was clever use of additional signage, for instance beware of cyclist as well as a solar powered flashing sign by the nursery.

Speeding and Road Safety – Working Group Meeting – the notes of this meeting was circulated with the agenda and noted. A meeting would be arranged in the future to follow up on these action. A joint meeting had been

organised by Cllr Jones' and CWaC Highways and the Parish Councils of the Tattenhall Ward to discuss issues within the area.

PCC Borough, Town & Parish Meeting – the notes of the joint PCC & Borough, Town and Parish Meeting were circulated prior to the meeting and noted. Cllr Lambert reported that he found the meeting to be very useful meeting and 80%-90% of questions raised were about speeding so this highlights that the majority of Parish Councils have concerns with speeding. Cllr Lambert reported that John Dwyer is trialling an averaging speed camera project in three areas and would be interested to find out the results of these once the project become live.

*The PCSO left the meeting.*

CWaC Connection – Highways – Cllr Bird provided a verbal report on the recent Highways Connections Meeting that he and Cllr Lambert attended.

CWaC Set to Appoint new Chief Executive – the newly appointed Chief Executive was noted.

Broadband Options – Cllr Bird highlighted his continued concerns about the poor quality of broadband in the area and sought clarification.

**ACTION:** Clerk to write to CWaC to find out where Cheshire West are on the Building Digital UK (BDUK) procurement process list as this was the latest Government Scheme aimed at improving connectivity in the rural areas.

## PLANNING

The Planning Register dated 11/07/2023 was accepted and changes to the planning register from last meeting were noted.

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

23/01736/LDC – Eaton Villa, Hoofield Lane, Huxley Chester CH3 9BR – existing use of land as garden lane associated with Eaton Villa for over 10 years – ***the Parish Council supported this application on the understanding that the applicant has proven that the garden had been in existence for over 10 year to the Planning Department.***

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

22/01981/FUL – The Inn at Huxley, Huxley Lane, Chester CH3 9BG – Erection of a building to be used as a rural shop containing a butchers and convenience shop selling local produce (retrospective) - ***approved***

### Planning Enforcement

No issues raised.

Meeting with Planning Enforcement – it was reported that Cllr Bird had attended a meeting together with Cllr Jones with the Planning Enforcement Department to gain a better understanding of the current enforcement issues outstanding, the notes of this meeting by Cllr Bird were circulated.

**ACTION:** Send Cllr Jones the enforcement response to the fence at Green Farm, Huxley Lane.

## FINANCIAL ITEMS

### Cashbook and Out-turn Forecast YTD

**RESOLVED 23/020** Year to date cashbook and out-turn report dated 06/07/2023 was approved as a true and correct record.

Bank Reconciliation against Cashbook YTD – **RESOLVED 23/021** – that Cllr Lambert signed the Bank Reconciliation and Bank Statements.

To approve the Clerk’s Subscription to the Local Councils Update – it was **RESOLVED 23/022** and unanimously agreed that the Parish Council would contribute £22.00 towards the Clerk’s subscription to Local Councils update.

Poppy Wreath for Remembrance Sunday – it was **RESOLVED 23/023** and unanimously agreed that the Parish Council would purchase a Poppy Wreath for Remembrance Sunday at a cost of £25.00

Payments Made & Received since the last meeting:-

Income received since the last meeting:-

£9.44 & £10.07 in Bank Interest

Payments made since last meeting:-

Clerk Pay	Tax Point 3	£265.20
Clerk Pay	Tax Point 4	£265.20
Clerk’s Expenses	To include Training, Stationery, Mobile, Travel etc	£115.90
PQR Limited	Payroll services for 2023-34 (Half Yearly)	£66.60
Hargrave PCC	Room Hire	£28.00
CHALC	Members Training	£25.00
ICO	Data Protection Subscription	£35.00

**RESOLVED 23/024** to accept the income and payments since the last meeting for approval.

**PARISH COUNCIL MATTERS**

Standing Orders

Following the circulation of the updated Standing Orders it was proposed by Cllr Martin, seconded by Cllr Roscoe and unanimously **RESOLVED 23/025** to adopt the updated Standing Orders subject to the agreed amendment on item 3(x):- A meeting shall not exceed a period of 2 hours, unless the Parish Council agrees an extension.

Parish Council Vacancies – The Clerk reported that there were currently two vacancies on the Parish Council and an advert had been placed in Down Out Way to seek residents who may be interested in filling these positions. Cllr Pilkington and Cllr Martin reported that they would approach residents who they believed may be interested in standing on the Parish Council.

Non-attendance at Parish Council Meetings

It was reported that due to the change of meeting dates Cllr Halton was unable to attend the September, November and January 2024 meetings and therefore asked for her apologies to be accepted in advance and it was **RESOLVED 23/026** to accept Cllr Halton’s apologies for these meeting and the Council accepted that she would not be removed from the Parish Council due to her absence.

*2 Residents left the meeting.*

Parish Council Allowance

Cllr Bird highlighted to the Parish Council that councils were entitled to claim travel and the Chairman an allowance to cover his/her expense in office. The Clerk reported that there currently was no budget in place to cover these costs. After discussing this and seeking all Parish Councillors views on this matter. It was proposed by Cllr Bird and seconded by Cllr Roscoe that £150 be taken from Reserves to cover parish councillors travel expenses should they wish to claim 2023-24. A vote was undertaken, and 5 councillors voted fore, 0 councillors voted against, and 1 councillor voted to abstain. It was therefore **RESOLVED 23/027** to amend the forecast for the year to include £150 for parish councillor travel.

### Training

The Clerk circulated for all Parish Councillors' information the schedule of training that CHALC had organised for the year, Parish Councillors training requirements were sought.

It was confirmed that Cllr Lambert had attending:- Induction for Councillors and Clerks

At a total cost to the Parish Council of £25.00

Contribution towards Clerk training of -Community Engagement and Finance (total course cost being £144 – Parish Councils contribution being £28.80)

Total budget for Staff and Councillor training for the year was £250.00

The Parish Councillors had shown interest in attending Code of Conduct Training, therefore the Clerk had sought a cost for undertaking this training by a local Clerk who had quoted £75 Plus VAT.

CHALC had quoted £25 per person

Therefore, it was **RESOLVED 23/028** to book the face-to-face training from the local Clerk and the suggested date for this was 7<sup>th</sup> September at Hargrave Village Hall at 7.00pm.

**ACTION:** Clerk to book training and confirm dates with

### Specific Parish Councillor Email Addresses

The Clerk recommended to the Parish Council to introduce Parish Councillor specific email addresses for Council business, this is encouraged due to the Parish Council being open to Freedom of Information requests and would stop personal email addresses being vulnerable to be reviewed.

**RESOLVED 23/029** for the Clerk to set up Parish Councillor email addresses.

### **NEXT MEETING**

The next meeting would take place on Tuesday 19<sup>th</sup> September at 7.30pm in Hargrave Village Hall.

The meeting closed at 21.00

Signed:.....

Dated:.....