

MEETING OF CLOTTON HOOFIELD PARISH COUNCIL

Thursday 25th July 2024 at 7.00pm
at Duddon, Clotton and District Memorial Hall

MINUTES

PRESENT

Cllr G Bibby, Cllr C Kinsey (Chair), Cllr D Roberts, Cllr J Nicholas, Cllr R Roberts.

Clerk: Mrs T Ryall-Harvey

Public – 0

APOLOGIES – Apologies were received and accepted from Cllr Cooper (Ward Councillor) due to work commitments.

PARISH COUNCIL VACANCIES

Following the uncontested election on 4th May and there currently being 3 vacancies. It was reported that nominations for co-option were being sought but none had been received since the last meeting.

DECLARATION OF INTERESTS – None raised.

PUBLIC PARTICIPATION – Nothing raised.

CORRESPONDENCE

CWaC – Request for extra time to comment on Planning Application – new arrangements

Information had been received from Cheshire West and Chester Council (CWaC) in relation to Parish Council's requesting extra time to comment, new arrangements were received and noted.

CWaC – Help us to share a new Household Waste Recycling Service

Information was received at the meeting relating to CWaC's Consultation on Household Waste Recycling Services, Parish Councillors noted this. It was reported that information had been shared via the Parish Council's facebook site to encourage residents to respond.

PCSO Update

An update had been received from PCSO J Hannath in relation to his work priorities due to taking on additional responsibilities. This updated was noted.

MINUTES

RESOLVED 20/019: that the Minutes of the Parish Council Meeting held on 15th April 2024 were accepted as a true and accurate record and signed by the Chairman.

ACTIONS SINCE LAST MEETING

ACTIONS still outstanding:-

- Emailed and chased twice the CWaC Wildflower Team in relation to the possibility of planting opposite Iddenshall or in Hoofield – still awaiting a response.
- Defibrillator - Cllr D Roberts to speak to owner of The Bulls Head to see if we could house a Defib Machine on site – wait until the site is re-opened and then review.
- Cllr Lush to raise with CWaC the Withdrawal of the Community Bus Service – **ACTION** chase Cllr Lush to see if he has any update.
- Cllr Nicholas to request resident to forward a copy of the letter relating to the removal of 5 mature Oak Trees along the A51.
- Clerk to write to CWaC to seek clarification about the removal of 5 mature Oak Trees along the A51.

The following actions were completed since the last meeting:

- Clerk had emailed Maria Robert to raise her awareness of the issues on Corkscrew Lane and highlighted her lack of response to Gareth Owen, Team Leader Highways - Climate Adaptation Cheshire West and Chester Council and Ward Councillor Ted Lush.
- Barlows had installed the Defibrillator at the 50p Shop in Hoofield.
- Three quotes for Parish Council Insurance had been received in between meetings and it had been **RESOLVED 24/020** to move forward with insurance supplied by Zurich for 2024-25.
- **Finance** - payments had been processed that were approved.
- **Website** – the Clerk had put the Annual Report and minutes of the previous meetings on the website.
- Clerk Emailed CWaC to ask for a road traffic survey to be completed on Corkscrew Lane.
- Clerk had explored different locations for the Planter in Clotton and submitted a Street Furniture Licence application on behalf of the Parish Council. It was reported that the Clerk had identified locations in Clotton suitable for the planter, shared these with the Parish Council and CWaC. Following this a Street Licence application had been submitted to CWaC for placing the planter in front of the Clotton sign on A51 after Duddon Primary School. It was therefore **RESOLVED 24/021** that and Parish Council approved the signing of the Licence.

PLANNING

The Planning Register dated 15/07/2024 was circulated for Parish Councillors information.

It was noted that since the last meeting the following planning applications had been received from CWaC: -
 24/00969/FUL – Galloway Cottage, High Street, Clotton, Tarporley CW6 0EG – Creation of a new drive and road access off the A51 at Galloway Cottage to reinstate a former driveway that previously served Galloway Cottage and permanently close off the existing driveway. The Parish Council submitted a **neutral** response to this application but comments that they would support the application is suitable planting is carried out on the existing driveway when blocked.

24/01395/FUL – Rose Cottage, Hoofield Road, Huxley, Chester CH3 9BL – Erection of a semi-detached shed (retrospective) – The Parish Council agreed to submit a response in **support** of this application.

It was noted that since the last meeting the following planning applications been determined by CWaC: -
 24/00116/LBC – The Shay, 2 Yew Tree Farm Barn, Duddon Road, Clotton CW6 0EH – Installation of retractable awning fitting under the eaves to the rear elevation – **approved**.

Visit to Solar Farm, Iddenshall Grange

It was reported that two Parish Councillors had on 7th June attended a visit to the Solar Farm at Iddenshall Grange meet the Emtec Site Team.

The project was being undertaken by Emtec on behalf of Shell and included the installation of 18.9 MWp PV array on a 31.8ha site of pastoral land at Iddenshall Grange, Tarporley. The project consists of a maximum 32,832 PV modules which are mounted on steel frames, 3 panels high in a south facing direction.

The panels feed into 50 inverters, which in turn feeds into 5 transformers and then onto substations, before being connected to the overhead power pylons and the grid.

The work includes the installation of track roads, PV tables, associated electrical work, installation of power stations and substations. The project completion date is 28.03.2025.

A follow-up visit is proposed for 6th September at 1.00pm.

It was also reported that the Clerk had recently had a meeting with representatives from Shell to discuss the proposed installation of solar panels on the Duddon, Clotton and District War Memorial Hall that had been raised during the initial planning discussions with Anesco.

ACTION: Ask if Clotton Hoofield are getting any CIL money in 2025.

ACTION: If the proposal for the solar panels for village hall was not successful then contact MP.



CWaC Town and Parish Council Drop-in event to discuss the new local plan and borough wide design code– Wednesday 19th June 2024. Cllr Roberts reported upon the recent event he had attended where Cheshire West and Chester (CWaC) Planning Policy team was giving Town and Parish Councils the opportunity to ask questions and talk to members of the team about:

- The new local plan and borough wide design code;
- The recent evidence base consultation including the identification of sites shown as part of the land availability assessment;
- Highlight issues or priorities within your area that you feel should be considered through preparation of a new local plan;
- Discuss the preparation of a neighbourhood plan or whether to review and update an existing neighbourhood plan.

ACCOUNTS

Cashbook

RESOLVED 24/022 to accept the cash book and YTD summary dated 15th July 2024.

Bank Reconciliation against Cashbook YTD

RESOLVED 24/023 to approve the Bank Reconciliation as presented to the meeting dated 15th July 2024.

Purchase of Poppy Wreath for Remembrance Sunday

RESOLVED 24/024 to purchase a Poppy Wreath for Remembrance Sunday in November and Cllr Nicholas undertook to attend the Remembrance Service on behalf of the Parish Council and present the Wreath.

ACTION: Clerk to purchase more zipties.

Correspondence from Lloyds Bank

Correspondence dated May 2024 from Lloyds Bank was circulated and noted. It outlined that as we held a Business Account with Lloyds Bank they believe that the Financial Services Compensation Scheme wouldn't protect the money the Parish Council has with them should Lloyds ever go out of business. The Parish Council agreed to note this and no further action was required.

Income and Payments since the last meeting

RESOLVED 24/025 that the council note and accept the income and expenditure presented to the meeting for approval as set out below:

Date	Received From	Gross Amount	Comment
18/04/2024	CWaC	£7,006.00	Precept 2024-2025
09/05/2024	Bank	£8.25	Bank Interest
10/06/2024	Bank	£8.81	Bank Interest
09/07/2024	Bank	£7.99	Bank Interest

Payments made since the last meeting - for approval

Date	Payable to	Net Amount	VAT	Gross Amount	Comment
30/04/2024	Barlows UK Ltd	£189.20	£37.84	£227.04	Installation of Defibrillator
07/05/2024	Zurich Insurance	£241.00	£0.00	£241.00	Annual Parish Council Insurance
25/05/2024	Mrs T Ryall-Harvey	£269.24	£0.00	£269.24	Salary Tax Month 2
29/05/2024	HMRC PAYE	£67.20	£0.00	£67.20	HMRC Tax Month 2
25/06/2024	Mrs T Ryall-Harvey	£269.24	£0.00	£269.24	Salary Tax Month 3
01/07/2024	HMRC PAYE	£67.20	£0.00	£67.20	HMRC Tax Month 3

Payments not yet made - for approval

Payable to	Net Amount	VAT	Gross Amount	Comment
Mrs T Ryall-Harvey	£269.04	£0.00	£269.24	Salary Tax Month 4
HMRC PAYE	£67.40	£0.00	£67.20	HMRC Tax Month 4
Mrs T Ryall-Harvey	£186.81	£11.32	£198.13	Clerk's Expenses - including contribution to mobile phone, office allowance, training, stationery, mileage etc

PARISH COUNCIL MATTERS

Parish Council Planter for Clotton - discussed earlier in the meeting.

Financial Regulations

Following the National Association of Local Councils circulating revised Financial Regulations, these had been reviewed and adapted according to Clotton Hoofield Parish Council's requirements and it was **RESOLVED 24/026** that Clotton Hoofield Parish Council adopt the revised Financial Regulations.

CHESHIRE WEST AND CHESTER COUNCIL

Highways

It was reported that since the last meeting new items had been reported to CWaC.

The Clerk reported that she had escalated the items that had been reported in May and not investigated and hoped that they would be investigated shortly.

ACTION: Cllr Kinsey to report bus sign outside Iddenshall.

Meeting with CWaC LLFA & Highways regarding flooding on Cinders Lane and Corkscrew Lane

The action points for issues identified at the meeting on 25th April with CWaC LLFA & Highways was circulated and noted for monitoring.

ACTION: Clerk to chase LLFA/Highways and get update on actions that were agreed and try to obtain timescales.

DATE OF THE NEXT MEETING

The date of the next Parish Council meeting was Monday 21st October 2024 at 7.00pm in Duddon, Clotton and District Memorial Hall.

Signed



Dated

21/10/2024

Meeting finished 19.46