**Dodleston & District Parish Council**

 **Ordinary Meeting of the Parish Council**

**Monday 11th July 2011 - 7.30pm Dodleston Village Hall**

### MINUTES

**Chairman** Mike Maughan

**Vice Chairman** Paul Buchanan

**Councillors** Michael Dix, Annette Hutt, Karen Tilston, Chris Ward, Richard Ward, John Blythin, Fiona Lewis

**Clerk** Anna Jones

**Also present:** 8 members of the public and Councillor Mark Williams (CWaC).

1. **Apologies for absence**

Cllr Sarah Parker

1. **Procedural matters**
2. Declaration of interest

Cllr Dix declared a non-prejudicial interest in all planning matters in item 13. Cllrs

 Dix and Maughan declared a personal and prejudicial interest in item 8.

1. To agree the minutes of the annual general meeting of the Parish Council held on the 9th May 2011 and the extraordinary meeting held on the 1st June 2011.

**RESOLVED** –The Chairman signed as a correct record, the minutes of the annual general meeting of the Parish Council held on the 9th May 2011. The minutes of the extraordinary meeting held on the 1st June were signed as correct following two amendments.

1. **Public Speaking Time**

A member of the public expressed concerns regarding the drilling of a borehole at Lesters Lane, Gorstella.

Cllr Maughan explained that it is for the purpose of exploration, testing and appraisal of coal bed

methane. If test results indicate production is viable, the site would become a production hub,

however this would be subject to a separate application for development. The Parish Council did express concerns at the time the application was made. The applicant held a public meeting for residents of Bretton but not Gorstella and Lower Kinnerton.

 Cllr Mark Williams read out an email he had received from a young resident of Dodleston, who would like

 a BMX cycle track in the village. Cllr Williams stated that Councillor grants are available for

 community projects. Cllr Maughan explained that discussions regarding community facilities are ongoing.

 Cllr Mark Williams also explained that there will now be two community forums, one for Rural West and

 one for Huntington. Further publicity to follow.

 Resident Liz Shanklin read out a statement regarding the claims she made at the public field meeting held

 on 28th June 2011. Liz also declared a personal interest in matters regarding village facilities and clarified

 the purpose of the DVF and its position relating to the discussion regarding the future of community

 facilities.

1. **Field update following the public meeting held on 28th June2011**
2. Address the public claim by Liz Shanklin – addressed during public speaking time.
3. Parish Council to clarify its position and discussions with the DVF regarding the sustainability of the

 community facilities – to be addressed at tomorrow’s (12th July) public field meeting.

1. To review the merits of moving forward with the proposed field plan versus selling the field now – The Parish Council will proceed with its plans for the Parish Council (Penfold Way) field.

The Parish Council believes that the Parish Council (Penfold Way) field proposal was generally well received and it is positive that residents are already putting forward suggestions for use of the meadows area.

Cllr Dix has placed a letter on public record which addresses matters raised/implied at the meeting held on 28th June 2011 and stated that no Parish Councillor would benefit personally from any proposals.

Cllr Chris Ward also read out a statement regarding the meeting held on the 28th June 2011.

1. **Selection of Parish Council nominated DVF trustee**

It was decided not to pursue this item at tonight’s meeting.

1. **Local Life Parish Magazine**

 Councillors acknowledged that the magazine is coming along well and is a useful communication tool, that

 should continue to be developed. The Parish Council thanked the editor, Margaret Willis, for her hard

 work. It was confirmed that the Parish Council does not have an ethical policy regarding advertising.

 Discussion took place regarding including additional contents relating to Parish Council business, diary of

 events, and possible changes to the magazine cycle.

 Parish Council apologised to residents of Church Croft who did not receive a copy of the June edition.

 Copies will be left in Dodleston village shop in the future.

 **RESOLVED** – Councillor Dix, Margaret Willis and Clerk to discuss possible changes to the magazine

cycle.

1. **Parish Council website**

The need for ongoing maintenance of the website, currently undertaken by Cllr Maughan was discussed.

 The Clerk is also now updating the website.

 **RESOLVED** - The website domain needs to be transferred to Dodleston and District Parish Council. The

Clerk will continue to update the website and Cllr Chris Ward will assist.

1. **Firework Event 2011**

Cllr’s Maughan and Dix declared an interest and offered to leave the room during the discussion.

 The Council declined the offer.

1. Agree if the event will take place this year.

**RESOLVED** – All voted in favour for the firework event to take place this year, on Saturday 5th November.

1. Awarding of contract for firework show.

Three quotes were obtained last year, with Freestyle Fireworks being awarded the contract due to them being significantly cheaper.

**RESOLVED** – Cllr Buchanan proposed that the contract is awarded to Freestyle Fireworks this year and the next two years. Cllr Tilston seconded and all voted in favour.

1. Agree a budget for the purchase of fireworks

 **RESOLVED** – Cllr Buchanan proposed £5,500 (as last year). Cllr Tilston seconded, all voted

 in favour.

1. Councillors discussed possibility of obtaining corporate sponsorship/match funding.

 **RESOLVED** – Councillors to explore avenues of corporate sponsorship.

1. **Cheshire West and Chester Council (CWaC) School Travel Plan**

 Cllr Richard Ward addressed the meeting regarding CWaC’s proposal to remove all free and subsidised

 (denominational) transport wef September 2012 and asked for the Parish Council’s views on the proposals

 and what action the Parish Council should take in response to the proposal. The consultation ended on 3rd

 July 2011.

 **RESOLVED** – As the consultation has already ended, and Councillor Mark Williams has been present at

the meeting and heard the Parish Council’s views, the Parish Council will await the outcome/revised

 policy and then discuss further action required if necessary.

1. **CWaC Local Development Framework Core Strategy Consultation**

Councillor Dix provided a brief overview of the LDF**.** Clerk advised that responses were to be received

 by CWaC by 12th July.

 **RESOLVED** – Councillors to respond individually to the consultation if they wish to do so.

1. **May 2011 elections**

 Cllr Chris Ward read out the letter he intends to send to CWaC expressing the Parish Council’s

 dissatisfaction with regard to the election process for the Dodleston & District Parish Council

 elections in May 2011 and asked that all Councillors to sign the letter.

 **RESOLVED** – All Councillors signed the letter. Cllr Chris Ward to email Councillor Mark

Williams a copy of the letter for him to forward to CWaC Chief Executive.

1. **Councillor training**

Clerk informed Councillors that the training session on the 16th July was fully booked. Councillors

 received copies of ChALC training schedule for 2011-12.

 **RESOLVED –** New Councillors can go on a training course if they wish. Clerk to co-ordinate

 and Councillors to try and car share where possible. Cllr Maughan proposed, Cllr Dix seconded,

 all in favour.

1. **Planning Applications**

Discussion took place regarding the planning applications received and planning permissions granted/refused, with Cllr Buchanan stating any comments that had been made to CWaC in relation to the applications. Other planning matters discussed:

* Ruddy Pond, Church Road: hill now visible from Church Road - enforcement officer will visit the site;
* Chester Lakes, Church Road: Camping on site with no planning consent – Cllr Buchanan to pass to enforcement;
* Chester gun site - change of use to paintballing centre: Flintshire County Council granted temporary (18 month) planning permission. Cllr Tilston voiced several concerns from residents that the paintballing centre is not operating within the permission that has been granted.

 **RESOLVED** – Cllrs Tilston, Maughan and Buchanan to write to Flintshire County Council enforcement

outlining the issues and how these are in contravention of the planning permission granted.

1. **Finance & standard procedures**
2. To approve income and expenditure since the last meeting

Cllr Maughan stated that a donation of £300 has been received from an anonymous donor and a

 donation of £180 from the tennis association. Both are for funding the Parish Council field

 development. Cllr Maughan will pay into bank account.

 **RESOLVED** – All income and expenditure since the last meeting was agreed. Cllr Buchanan

proposed, Cllr Maughan seconded, all in favour.

1. To review the Parish Council’s forecast outturn as at July 2011

 **RESOLVED** – Councillors noted the Parish Council’s forecast outturn as at July 2011.

1. Co-opted councillors to complete declaration of acceptance of office and register of interest forms

 **RESOLVED** – all newly co-opted councillors completed declaration of acceptance of office and

register of interest forms

1. **Correspondence**

No correspondence received.

**Part II - Exclusion of Press and Public**

 It was RESOLVED, pursuant to the Public Bodies (Admission to Meetings) Act 1960, to exclude the press

 and public from the meeting due to the confidential nature of the business to be transacted in item 16.

1. **Clerk contract of employment and pay**

 **RESOLVED –** The clerk’s contract of employment, including contracted hours and hourly

 pay was agreed. Cllr Dix to draft contracts.Clerk to keep a log of actual hours worked, to be

 reviewed in November 2011.

1. **Date of next meeting**

 Monday 12th September 2011