**Dodleston & District Parish Council**

 **Ordinary Meeting of the Parish Council**

**Monday 5th March 2012 - 7.30pm Dodleston Village Hall**

### MINUTES

**Chairman** Mike Maughan

**Vice Chairman** Paul Buchanan

**Councillors** Michael Dix, Richard Ward, Chris Ward, Sarah Parker, Karen Tilston, Fiona Lewis, John Blythin

**Clerk** Anna Jones

**Also present:** Three members of the public, PC Beverley and Councillor Mark Williams (CWaC)

1. **Apologies for absence**

None

 **Not present:** Cllr Annette Hutt

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

Cllr Dix declared a non-prejudicial interest in all planning matters in item 8.

1. To agree the minutes of the ordinary meeting of the Parish Council held on the 9th January 2012.

**RESOLVED** –The Chairman signed as a correct record, the minutes of the ordinary meeting of the Parish Council held on the 9th January 2012 following one amendment (Cllr R Ward not listed as being present at the meeting).

1. **Public Speaking Time**

PC Beverley presented the monthly police report for the Dodleston beat, which included details of a complaint received by a member of the public relating to traffic congestion caused by parents parking on the corner of Church Road and Kinnerton Road at school drop off and pick up times. PC Beverley has asked the school to issue a letter to parents and will arrange for police presence at the school at these times to monitor the situation.

Resident Mr Bernard Dennis enquired about progress with the phone box area development on

Church Road. Councillor Tilston will lead on taking the project forward.

Concern was expressed over the new ‘recycle first’ waste collection service being introduced by Cheshire West and Chester Council (CWaC). CWaC has issued a briefing on the introduction of the service, which is available from the Parish Clerk or Dodleston & District Parish Councillors.

Cllr Mark Williams passed on details of the Broxton Ward Parish Conference being held on 29th March 2012 at Broxton Hall. Cllr Chris Ward may attend on behalf of the Parish Council.

1. **Tractor accident in Dodleston/traffic calming measures**

Discussion took place over the recent accident, the wider issue of traffic through Dodleston and the

 increasing need for traffic calming measures in the village. Various traffic calming measures were

considered, including applying for a 20mph speed restriction on Church Road and Kinnerton

Road. Cllr Buchanan informed Councillors that a flashing school sign and a sharp bend warning

sign for Kinnerton Road had been approved by CWaC at the end of 2009/10 but have not

materialised. Cllr Williams offered to contribute part of his 2012/13 members budget allowance

towards funding the measures.

**RESOLVED –** Cllr Williams will pursue the signage already approved in 2009/10 and will arrange for an engineer to visit the Parish and advise on which traffic calming measures are feasible. We will also ask the engineer to advise what could be done to improve visibility on the corner of Church Road/Pulford Lane.

1. **Field Update**

The field committee has met with a CWaC external funding officer to discuss which grants are

available to the Parish Council to fund the field development, and the process for applying for the

grants. Full costings for the project are required before applications can be made. Costs have been received for the fencing for the Pavilion and cricket wicket. The aim is to have a cricket wicket in place on the field by the end of autumn.

1. **Queen’s Diamond Jubilee**

The Parish Council will work with the DVF/Church/community groups to arrange events for the Parish but will not be planning anything separately. The Parish Council field could be used for a beacon if required.

1. **Publication of draft Parish Council minutes**

**RESOLVED -** It was agreed that Parish Council meeting minutes will only be published on the website once they have been agreed at the next Parish Council meeting. Cllr Buchanan proposed, Cllr Tilston seconded.

1. **Planning applications**

The Parish Council has not made any comments in respect of recent planning applications

 submitted for approval. Cllr Williams informed Councillors that he has met with Meadow Foods

 recently regarding a planning application they are planning to submit.

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

 **RESOLVED** – All income and expenditure since the last meeting was approved.

1. To review the Parish Council’s forecast outturn as at 26th February 2012.

 **RESOLVED** - Councillors noted the Parish Council’s forecast outturn as at 26th February 2012.

1. To review the Parish Council’s asset register

**RESOLVED** – The asset register was reviewed and updated to increase the value of the Parish Council field by £13.6k following payment of the overage clause. The asset register was approved as correct with this amendment.

1. To agree upon the Parish Council insurance for 2012-13

 **RESOLVED –** The Clerk has obtained two quotes and has requested a third. Currently the

present insurer has provided the lowest quote. Once the third quote is received it was agreed that

the Clerk will opt for the lowest quote.

1. **Correspondence**

Funding request from Dodleston Pre-School

Cllr discussed the request for funding. It was agreed that the pre-school must complete the community

fund application form and evidence that they meet the criteria.

**RESOLVED –** Clerk toprovide Cllr Lewis with a copy of the community fund grant application form

to pass on to the pre-school.

1. **Date of next meeting**

 Monday 14th March 2012

Annual Parish Meeting – 7.00pm

Annual General Meeting – 7.30pm