**Dodleston & District Parish Council**

 **Ordinary Meeting of the Parish Council**

**Monday 14th May 2012 - 7.30pm Dodleston Village Hall**

### MINUTES

**Chairman** Mike Maughan

**Vice Chairman** Paul Buchanan

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

**Clerk** Anna Jones

**Also present:** Six members of the public and PC Beverley

1. **Election of Chairman**

**RESOLVED:** Cllr Mike Maughan was elected as chairman. All voted in favour.

1. **Signing of the declaration of acceptance of office of Chairman**

**RESOLVED:** Cllr Mike Maughan signed the declaration of acceptance of office of

Chairman.

1. **Vote for vice-chairman**

**RESOLVED:** Cllr Paul Buchanan was elected as vice-chairman. All voted in favour.

1. **Signing of declaration of acceptance of office of Vice Chairman**

**RESOLVED:** Cllr Paul Buchanan signed the declaration of acceptance of office of Vice-Chairman

1. **Apologies for absence**

Cllr Richard Ward

 **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. Cllr Dix and Maughan declared a personal and prejudicial interest in item 13.

1. To agree the minutes of the ordinary meeting of the Parish Council held on the 5th March 2012.

**RESOLVED** –The Chairman signed as a correct record, the minutes of the ordinary meeting of the Parish Council held on the 5th March 2012.

1. **Public Speaking Time**

 A resident asked about progress with the phone box area development - this was discussed under item 9

 below. Dr Nuttall asked if another skip day could be arranged. Parish Council to ask Cllr Mark Williams

 (CWaC) if he can fund it again.

 PC Beverley presented the monthly police report for the Dodleston beat.

1. **Field Update**

Cllr Maughansummarised progress made with the field development over the last 12 months and provided details on discussions being held between the Parish Council and DVF (included in Chairman’s report) regarding the possibility of creating a joint village hall/pavilion. The field committee has applied for grant funding for an outdoor gym; a response should be received by the end of May. An application has also been made for 400 trees and the Cheshire Groundsman Association has offered to provide advice relating to the cricket pitch and loan equipment as required.

It was again reinforced that all expenditure on the field development would be funded by grants or contributions, the community will not be committed to any further legacy debt. Also, there will be no halt in service provision while work is underway.

1. **Phone box area development**

 Cllr Tilston has contacted someone who will complete a drawing of the area. Cllr

 Tilston will meet with resident Bernard Dennis to discuss plans for the area. Cllr Tilston has also

 spoken to florist regarding designing some low maintenance landscaping for the area. Cllr Tilston

 has spoken to BT regarding moving the phone box – they will not allow the phone box to be

 moved.

1. **Parish Council Car Park**

Short term remedial works will cost less than £500 and Cllr Buchanan has offered to provide the

 labour however a long term solution is required. Discussion took place around how a long term

 solution could be funded.

 **RESOLVED** – Three quotes to be obtained and brought to the next meeting for undertaking a

 long term solution (Cllr Dix to obtain costings CWaC Highways, Cllr Maughan to refresh quote

 previously obtained and Cllr Buchanan to obtain one other quote. Clerk to obtain loan interest

 rates from Public Work Loans Board (PWLB). In the meantime, remedial repairs to be

 undertaken.

1. **Roads/Speeding Issues**

CWaC has carried out a road survey in the area. The survey found that none of the roads into

 Dodleston meet the criteria for provision of flashing 30mph signs on the roads. Cllrs Chris Ward

 and Maughan will meet with a member of the CWaC Highways team in Dodleston to discuss the

 outcome of the survey and other options available to prevent speeding through the village.

 The outcome of this meeting will be brought to the next ordinary meeting.

1. **Parish Council Involvement in Queen’s Diamond Jubilee Celebrations**

 Cllr Maughan has offered to represent the Parish Council by building the bonfire for the beacon

 event. Parish Council involvement will ensure that the Council is covered under its insurance

 policy.

 **RESOLVED –** Cllr Lewis proposed and Cllr Parker seconded that Cllr Maughan should represent

 the Parish Council by building the beacon bonfire. All voted in favour.

 Discussion also took place regarding allowing other third parties use of the Parish Council field.

 **RESOLVED -** It was agreed that third parties will only be allowed to hold events on the Parish

 Council field if they can demonstrate that they have their own insurance provision. All voted in

 favour.

1. **Fireworks event**

 **RESOLVED** – All voted in favour for the firework event to take place this year, on Saturday 3rd

 November. As per the minutes of the meeting held on 11th July 2011, Freestyle Fireworks has

 been awarded the contract for the firework show for 2011-2013. The budget for the fireworks will

 be discussed at the next ordinary meeting. Cllr Lewis to look into Bank of America providing

 sponsorship.

1. **Offer by Alec Pickering / Chester Lakes for use of the Lakes**

Alec Pickering / Chester Lakes has offered the Parish Council use of the marquee facilities at the

 Lakes for a fund raising event. Cllrs will bring any suggestions to the next ordinary meeting.

1. **Planning Applications (see attached)**

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

 submitted for approval.

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 note the final outturn for 2011-12.

**RESOLVED** - Councillors noted the Parish Council’s final outturn for 2011-12.

1. To approve the annual return for the year ended 31 March 2012.

**RESOLVED –** Councillor approved the annual return and Cllr Maughan signed off the annual return.

1. To review the Parish Council risk assessment for 2011/12.

To be brought to the next meeting.

1. To review the Parish Council standing orders and financial regulations.

**RESOLVED -** Standing order 28b/financial regulation 11.1(b): Cllr Dix proposed and Cllr Parker seconded that the threshold for requiring a formal tender to be undertaken for the supply of goods and services should be increased to £60,000. All voted in favour.

**RESOLVED -** Financial regulation 11.1(i): Cllr Dix proposed and Cllr Tilston seconded that three quotes should be obtained where the value of goods and services is between £2.500 and £60,000. For values below £2,500, the clerk/councillors should strive to obtain three estimates. All voted in favour.

**RESOLVED –** All councillors voted in favour to approve all other proposed amendments/additions to the standing orders and financial regulations.

1. **Correspondence**

 Cllr Maughan read out a letter from Michael Rutherford (on behalf of MCI Developments and Chester &

 District Housing Trust) regarding a proposal for a rural affordable housing project on the Parish Council field.

 **RESOLVED -** Cllr Maughan will respond stating thatthe Parish Council is not in a position to consider the

 proposal at present time due to ongoing projects. Also, it is not know if there is demand for this and it would

 need to be considered as part of a broader consultation.

 Resident Nick Jones has raised concerns over members of the public not keeping to public footpaths in fields.

 Councillors to ask Paul Roberts to include an item in Local Life.

1. **Date of next meeting**

 Monday 2nd July 2012