

**Dodleston Parish Council**  
**Ordinary Meeting of the Parish Council**  
**Monday 9 January 2017- 7.30pm Dodleston Village Hall**

**MINUTES**

**Chairman** Mike Maughan  
**Councillors** Paul Buchanan, Richard Kitchin, Mike Dix, Roger Taylor, Chris Ward, Rachel Jones, Karen Tilston,  
**Clerk** Kate Lloyd  
**Also present:** Several members of the public

**1. Apologies for absence**

Cllr Mark Williams  
Cllr Richard Ward

**2. Procedural matters**

- i) Declaration of interests  
Cllr Dix declared an interest in all planning matters (item 15).
- ii) To agree the minutes of the Ordinary Parish Council Meeting held on the 7 November 2016.  
**RESOLVED:** The Chairman signed the minutes as a correct record of the Ordinary Parish Council Meeting held on 7 November 2016.

**3. Actions from last Meeting**

- i) Actions and matters arising from the meeting held on 7 November 2016 were discussed

Item	Action	Responsible	Update
Previous Actions: 5i Dropped Kerbs	CWAC to be contacted to progress this forward	Cllr Williams	Councillor Chris Ward provided an update advising Highways Access officer had reviewed the kerbs in the village. It was now a process of identifying costs and priorities over the next four years
8i Charging Policy / Paypal	To agree Charging Policy and PayPal. Documents to be shared at the next meeting to review and agreement	Cllr Dix	Work in progress
New Actions: 8i. Field Update	To check with the Parish Council's Insurers that the new CCTV is insured	The Clerk	The Clerk confirmed CCTV had been added to the Council's Insurance Policy for the value of £2,500. Zurich has not charged for this. However, it will increase the Annual premium in April 2017.
Commemorative Benches	To be placed as an agenda item for the next meeting	The Clerk	Completed
14. Bonfire Event	Letter of thanks to be sent to Finyard 53 Volunteer Group	Cllr Buchanan	Completed
15. Christmas Trees	Quotes to be obtained for installation cost for lighting in Penfold Way	The Clerk	The Clerk contacted Barry Townhill (CWAC Highways) A site visit would be required to check suitable. Details were forwarded to the

	To organise the Women's Institute Carol singing for the official Christmas Tree light switch on 3 December 2016	Cllr Jones	Chairman to agree a date. However, due the short time frame a review could not be arranged and the installation quotes could not be progressed. Completed
16. Wrexham Road Development	To be placed as an agenda item for the next meeting	The Clerk	Completed
19i. Correspondence St Mary's request to fund the cost of the Church Clock annual maintenance charge	To confirm with the Church that the Parish Council will pay for the maintenance charge. To contact Smith's of Derby for a revised invoice addressed to the Parish Council.	The Clerk	Completed
ii. Dodleston Pre School Nursery	To approach the Pre School Nursery to enquire about their ongoing funding requirements	The Parish Council	Outstanding - Parish Council to take forward with the Pre School Nursery

**4i/ii Monthly Police Report / PC Tom Norton**

There was no village report available.

**5. Public Speaking Time**

**i. Gate**

A resident raised concerns over the height of the gate across from the Sports field. Councillor Maughan advised this was to prevent van / caravans gaining unauthorised access to the site.

**ii Christmas Trees**

A resident expressed their thanks to the Parish Council for the provision of the Christmas Trees within the village. Councillor Maughan advised these had all been donated. **ACTION:** Councillor Maughan to email a note of thanks to the residents who kindly donated the trees.

Councillor Tilston advised there had been issues with the lighting in Lower Kinnerton and the main electricity column had fused. This had been reported to CWAC Highways / Street Scene.

**iii Local Life**

A resident congratulated the Parish Council on the Christmas issue of Local Life. However, the resident asked for details of 2017 meetings to be included in the next edition and to update the Parish Council's email address. The resident also commented on copies being issued late. Councillor Maughan advised that there was a very short turn around in delivering Local Life and that Councillors had attempted to deliver the magazine as early as possible during the Christmas period.

**iv Salt /Grit Bins**

A resident reminder the Parish Council it had previously agreed to grit the Parish Car Park when frosty to prevent users slipping. Council Maughan advised the salt will need to be broken up and the grit bin relocated closer to the car park. The Car Park will be gritted during frosty / icy weather conditions. **ACTION:** Lengths man to break up salt and relocate grit bin closer to the Parish Car Park. Grit bin in Lower Kinnerton to be reviewed with salt broken up if required.

**v. Warren Wood Kennels**

Councillor Tilston raised concerns with Warren Wood Kennels and the level of noise from dogs barking. Emails have been sent to the owner to raise concerns and all incidents have been recorded. Neighbours believe the number of dogs being kennelled is above the licensed number. There has also been evidence of the burning of dog waste. Councillor Tilston is unsure whether or not this is a matter for the Environmental Agency.

**ACTION:** Councillor Jones to investigate who is responsible to take action and progress this forward on behalf of the Parish Council.

**6. Poultry Farm Appeal**

Cllr Maughan provided an update and confirmed the appeal had been upheld and the application permitted. Several questions had been raised as to whether this could be subject to a Judicial Review. Councillor Maughan advised with was a difficult and lengthy process to challenge and could cost in the region of £20- £30k. A possibility of a no win / no fee case had been considered but was not available. There is limited time to appeal. The conditions imposed as part of the process would be subject to another planning application. It was noted there had been an incredible turnout with over 90 residents / member of the community attending the appeal meeting.

**7. Field Update**

**i. Update**

Councillor Maughan provided an update and confirmed the pitch required mapping out. The grass was also yellowing. **ACTION:** Field Committee to meet to finalise items to purchase.

Councillor Buchanan provided information concerning cricket teams and their commitment to play. He also confirmed the primary school was actively using the field.

**iii. Paypal / Charging Policy**

Councillor Dix confirmed PayPal / Charging Policy were working in progress and draft versions would be presented at the next meeting.

**iv. Commemorative Benches**

Councillor Kitchin advised Councillors that he is in the process of drafting a policy for Commemorative benches. This will include the standard supply, process and rules. It will be brief and simple and will be shared with Councillor Maughan.

Councillor Buchanan advised it should include donations being made so the purchase can be through the Parish Council and would net of VAT.

**8. Councillors' Update**

A Councillor advised street lighting issue between Mallory Walk and Church Road had been reported to CWAC Highways.

Councillor Ward confirmed that both he and Councillor Richard Ward had attended the Remembrance Day Service.

Councillor Roger Taylor confirmed he had attended the DB1 Bus Service meeting. Flintshire County Council has withdrawn the bus subsidy and this is at the Consultation stage.

Councillor Rachel Jones reminded that Bernard Dennis required reimbursing for the £5 entrance fees.

Councillor Richard Kitchin advised new fencing had been installed at the School. The cost for this had been met through Early Years' Funding.

**9. Community Bus**

Councillor Dix advised this was outstanding. **RESOLVED:** Councillors agreed for this to be placed as an agenda item for the next meeting.

**10. Local Life**

Cllr Taylor provided an update suggesting the Easter edition should be late March. Articles should be submitted to Councillor Taylor and include any details of events / activity taking place over Easter.

**11. Lengths man Services**

**i. Update**

Councillor Maughan provided an update and confirmed the only work to be carried out would be the grit bins.

**ii. Insurance 2017/18**

The Clerk advised the insurance for the Lengthsman Role was due for renewal. Peter Troughton confirmed a provisional quote had been received and believed this to be in the region of £120. **RESOLVED:** Councillors agreed to Peter Troughton to renew the insurance and to be reimbursed by the Parish Council.

- 12. Dodleston PTA**  
Councillor Maughan advised a letter had been received for the PFTA requesting for a donation from the Parish Council. This is due to the loss of funds received from the recycling bin which was removed from the Parish Council Car Park several years previously. **RESOLVED:** Councillors agreed to donate £200 for the PFTA. **ACTION:** Councillor Richard Kitchin to send the cheque with a covering letter to the School.
- 13. BT Telephone Box Removal Consultation**  
Councillor Maughan advised the report from CWAC had shown minimal use of the Telephone Box located in the village and the deadline for consultation had now passed. Councillor Tilston commented that the telephone box in Kinnerton was not used but the one in Dodleston village is. The next closest telephone box is located in Westminster Park. Councillors discussed how the empty space could be utilised. Suggestions included the War Memorial or the reinstatement of the village water pump. **ACTION:** Councillor Jones to approach the owners of the water pump with a view to it being relocated.
- 14. Special Expense Scheme Consultation**  
The Clerk advised there is a Special Expense Scheme Consultation involving the funding of Community Support Officers, Christmas Trees and lighting.
- 15. Planning Applications**  
Cllr Kitchin advised on the planning applications since the last meeting. There were two approvals including the Poultry Farm application and an applied application for a single storey extension. There were no comments by the Parish Council.
- 16. Finance**  
**i.** To approve income and expenditure since 3 September 2016  
**RESOLVED:** All income and expenditure since 3 September 2016 was approved.  
**ii.** To agree the of forecasted outturn position for 2016/17.  
**RESOLVED:** Councillors agreed the forecasted outturn for 2016/17  
**iii.** To agree and approve the Budget 2017/18  
**RESOLVED:** Councillors agreed and approved the Budget for 2017/18  
**iv)** To agree the Parish Precept for 2017/18  
**RESOLVED:** Councillors agreed the Parish Precept for 2017/18. **ACTION:** The Clerk to submit the Parish Precept Form by 3 February 2017.
- 17. Wrexham Road Development**  
Cllr Maughan provided an update and advised there had been no change or application since the last meeting. According to Minute of Meeting, Westminster Park residents have various concerns. The Consultation meeting was well attended.
- 18. Proposed Labour Boundary Changes**  
No Comment – Previous agenda item.
- 19. Town Council and Parish Council Briefing – Electoral Review**  
The Clerk advised the Parish Council had been invited to attend the Electoral Review of CWAC meeting on 1 February 2017 being held at the Town Hall. **RESOLVED:** Councillors agreed to The Clerk and Councillor Chris Ward to attend on behalf of the Parish Council. **ACTION:** The Clerk and Councillor Chris Ward to attend the Electoral Review meeting.
- 20. Correspondence**  
**i.** Letter of thanks from Help for Heroes  
The Clerk advised Councillors that a letter had been received from Help for Heroes to thank the Parish Council for their recent donation.  
**ii.** Letter of thanks from Royal British Legion  
The Clerk advised Councillors that a letter had been received from Help for Heroes to thank the Parish Council for their recent donation  
**iii.** Request for donation to North West Air Ambulance Charity – Cheshire & Wirral  
The Clerk advised Councillors that an email had been sent by the North West Air Ambulance Charity requesting a donation. **ACTION:** The Clerk to forward the request to Councillor Buchanan.