

**Dodleston Parish Council**  
**Ordinary Meeting of the Parish Council**  
**Monday 17 September 2018 - 7.00pm Dodleston Village Hall**

**MINUTES**

**Chairman** Mike Maughan  
**Councillors** Paul Buchanan, Mike Dix, Richard Kitchin, Chris Ward, Roger Taylor, Mike Hall, Rachel Jones

**Clerk** Kate Lloyd

**Also present:** Six members of the public

**1. Apologies for absence**

Cllr Mark Williams (absent on business)  
 PCSO Rachel Kevitt

**2. Procedural matters**

- i) Declaration of interests  
 Cllr Dix and Cllr Maughan declared a pecuniary interest in item 6.  
 Cllr Taylor declared he had joined Dodleston Village Foundation (DVF)
- ii) To agree the minutes of the Ordinary meeting of the Parish Council held on 9 July 2018. An amendment was made to item 11. **RESOLVED:** The Chairman signed the minutes as a correct record of the Ordinary Parish Meeting held on 9 July 2018.

**Actions from last Meeting**

- 3i) Actions and matters arising from the meeting held on 9 July 2018 were discussed

Item	Action	Responsible	Update
Previous action 14. Local Life	To forward copy to Cllr Kitchin for the website.	Cllr Taylor	Completed
Public Speaking Time 5i Dropped Kerbs  iv BMX / Scooter Track	To request estimated dates of works.  To liaise with the two younger members of the community regarding the BMX / Scooter Track	Cllr Ward  Cllr Maughan	Cllr Ward confirmed a number of dropped kerbs how now been completed by CWAC at a number of locations. These included Mallory Walk – Corner of the Church / opposite Church and between the new walk way and Church. A resident raised an issue with a high kerb with a large drop across the drive way to Rose Cottage. The gate for the field had not been progressed.  Completed - Refer to item 6
6. Field update	450 copies of the survey to be printed and delivered with the next edition of Local Life.  Survey to be published on the Parish Council website and face book page and the suggestion box made available in the Post Office	Cllr Maughan (Printing)  Cllr Kitchin/ Cllr Maughan	Completed  Completed – Refer to item 6

8 Councillors Update ii. Statement of Accounts 2017/18	Prepare a Statement of Accounts for 2017/18 for review at the next meeting, prior to being published.	Cllr Hall	Completed
19.ii Correspondence Pre School Nursery Funding request	Pre School Nursery to provide costing information for the Parish Council to consider at the next meeting.	Pre School Nursery	Completed- Refer to item 18ii

#### 4i **Monthly Police Report**

Cllr Maughan advised PCSO Downey had left and his replacement is PCSO Rachel Kevitt. Cllr Maughan read through the crime report and advised surgery dates were available on the Cheshire Police website. An article on PCSO Kevitt will be included in the next edition of Local Life

#### 5. **Public Speaking Time**

##### **i. Buses**

A resident raised the ongoing issues with buses and advised they had received a response from Chester MP. The resident had written to the Council concerning the time issue and a Public Meeting had been held and MP surgeries. A response from Delyth Curtis (CWAC) only provided details of the current service and did not address the issue. A response from Stagecoach stated the matter was being investigated. **ACTION:** Cllr Ward and Cllr Williams to take this forward

##### **ii Dog Fouling**

A resident raised the issue with dog fouling on the Parish field. Cllr Taylor advised the school had been using field with children running about. There were suggestions of a sign on the gate or a temporary notice stating the field is owned by the Parish Council. Commercial Dog walking companies are required to gain permission from the Parish Council to use the field. Cllr Dix suggested a no dogs allowed policy should the issue continue. Cllr Buchanan suggested that village dog owners should have access to the field. There was a lengthy discussion. Residents should challenge dog walkers as appropriate and professional dog walkers should be reported to the Parish Council. There is a Public Rights of Way across the field and two entrances. The Parish Council could consider a registration scheme. **ACTION:** Article on dog fouling in Local Life/ Shop window and to be publicised on the Parish website and Face book page.

The Parish Council has the right to create its own Bye laws. **ACTION:** Cllr Dix to look into the process for a Bye Law with a view to one being implemented for dog fouling. Cllr Dix to report findings to Councillors at the next meeting.

##### **iii. Summer Village Fete**

A resident stated the Summer Village Fete may not happen next year. The resident suggested an event by a professional archery Club, who hold a" Have a Go Day" go be considered. The cost to cover the van hire for the day would have to be covered and participants would be charged a fee. This event could be combined with the History Group to be a Medieval Fare. There would be insurance and a risk assessment completed. **RESOLVED:** Councillors agreed to the event being held should the Summer Village Fete take place.

#### 6. **Field Update**

##### **i. Update**

Councillor Maughan provided an update and advised the survey had been delivered with Local Life and made available on line. Two Hundred responses have been received with suggestions ranging from outdoor gym equipment, helter skelter, outdoor swimming pool, cinema and Bike Park. Welma Bowden is collating all the information for an article in Local Life and is also engaging with funding agencies.

Tree planting is continuing and another day was held on 30 September. Further work has been undertaken on the Pavilion including guttering roof repairs and extension of slabs for wheelchair access. Two new benches have also been purchased. This has been funded from the £3,500 grant awarded by Cllr Williams.

The cricket season has now ended. Four teams had used of the pitch during the season and the school used the field for its Sports Day. Cllr Maughan proposed that should the DVF not announce it will hold a Village Day be the end of January 2019, the Parish Council undertakes one.

Last year's Bonfire event was a considerable amount of effort, relying on volunteers. The profit of £3,500 was perhaps not worth the effort given the number of Health and Safety issues. It was possible for the event to be held on the Parish Field but was not practical with the lack of parking facilities. A Sport Arena with 10,000 people required an anti terrorism machine. **RESOLVED:** Councillors agreed not to hold the Bonfire Event this year.

## 7. **Parish Councillor Vacancy**

Cllr Maughan advised that Karen Elcock from Lower Kinnerton had submitted an application of interest in the vacancy. The Committee of Cllr Maughan, Cllr Dix, Cllr Buchanan and Cllr Kitchin will arrange a meeting.

## 8 i **Councillors' Updates**

### i Kennels update

Cllr Jones provided an update and stated all statutory routes had been covered. A third test had shown levels had increased in the morning and feeding times but were not high enough for any action to be taken. Social media reviews of the kennels have improved. **ACTION:** Cllr Jones to approach the kennels with a sense of community.

Cllr Kitchen advised tree planting has continued and there has been an increase in the number of incidents. The website has been updated and the pitch booking renamed field booking and linked to Cllr Buchanan. News feed and FB page is also on the website. Cllr Kitchin suggested the Parish Council news page (Feed) be posted on on FB.

Cllr Ward advised the street lighting reported to CWAC had been repaired.

Cllr Maughan advised the incident of Japanese Knotweed had been reported to CWAC and Street Scene has started treating the plant which will be undertaken in stages. The hedge issues can be addressed now the nesting season had finished.

## 9. **Community Bike Marking Scheme**

**RESOLVED:** Councillor agreed for this to be part of the Village Fete Day.

## 10. **Local Life**

Cllr Taylor advised he was deferring the publication date as the end of September was too far from Christmas. Articles for the next edition include ; the new PCSO Rachel Kevitt, Bell ringers' poem and History of the bells, Comedy evening, Cricket Awards, Welma Bowen's article, Dog Fouling and Statement of Accounts. The Tree Festival will be held in the Church on 8 December.

The current issue will be ready for delivery at the end of October. Publication dates next year will be; Easter, July and early November.

## 11. **Lengthsman Services**

Cllr Maughan provided an update and advised the hedges in Penfold Way had been trimmed. The main entrance through the kissing gate and car park required weed spraying. Further work will be undertaken as and when required.

## 12. **Planning Applications**

i. Councillor Kitchin provided an update all the Planning Applications. There is no comment from the Parish Council.

### ii. **Wrexham Road Development**

Cllr Kitchin advised he had received further information from CWAC Planning Officer Paul Friston. There has been substantial changes including repositioning the proposed site of the school and more details on Highways and traffic flow. This was as a response to concerns raised by residents and Council comments.

The Planning Report provided a summary of changes. 55 fewer houses, removal of the Health Centre, upgrade of offsite facilities (Handbridge), access changes off Lache Lane, no bungalows due to insufficient use of land and Housing Policy and changed buffer zone.

Summary drawings included traffic flow predictions and models which indicated traffic was not an issue. Highways have recommended refusal. The Parish Council response will be an objection on the basis the changes do not address the issues sufficiently.

### **13. Finance**

i) To approve income and expenditure since 30 June 2018.

Cllr Hall questioned why there had not been any income for advertisements in Local Life this year. Cllr Hall asked what the process for obtaining payment for advertisements and The Clerk confirmed invoices were raised on receipt of details from Cllr Taylor. **ACTION:** Cllr Taylor to investigate and liaise with The Clerk to raise invoices as appropriate. **RESOLVED:** Councillors approved all income and expenditure from 1 July to 9 September 2018

ii) To agree forecasted outturn for 2018/19

**RESOLVED:** Councillors agreed the forecasted outturn for 2018/19

iii) To note the outcome of the external audit of the Annual Return 2017/18

The Clerk advised the external audit for 2017/18 had been completed and the Annual Return 2017/18 signed off without comment. **RESOLVED:** Councillors noted the outcome of the external audit for 2017/18

iv) To discuss and agree the accounting concept for 2018/19.

**RESOLVED:** Councillors agreed for there to be no change and to continue as is. The final accounts will be reviewed at the Annual Parish Meeting of the Council in May 2019.

v) To discuss and agree Asset Register, maintenance and disposal of assets.

**RESOLVED:** Councillors agreed for there to be no change and to review as part of the final accounts at the Annual Parish Meeting of the Council in May 2019.

vi) To review and agree 2017/18 Statement of Accounts (Cllr Hall)

**RESOLVED:** Councillors reviewed and agreed for the Statement of Accounts to be published in Local Life and the Parish Website.

### **14. Traveller DPD Issues Consultation**

The Clerk advised there is a consultation on Traveller Development Plan (DPD) to identify sites to meet the needs of gypsy, travellers and show persons accommodation. Details have been forwarded to Councillors

### **15. CWAC Consultation – Council Tax Empty Homes**

The Clerk advised there is a Public Consultation seeking views on proposed changes to the Council Tax premium charged to the owners of empty properties that have been vacant for over two years. The Consultation ends on 24 October 2018.

### **16. CWAC New Ward Boundaries – May 2019 Elections**

The Clerk advised that the Boundaries Commission review had been approved by Parliament and that Ward changes would be in effect for the May 2019 elections.

### **17. Footpath Closures / Network Rail Updates**

Cllr Maughan provided an update and read through the email from Network Rail. There will be no changes to the road (no bridge to mitigate the danger).

### **19. Correspondence**

i. The Clerk advised Councillors the Salvation Army had emailed asking about a textile recycling scheme.

**RESOLVED:** Councillors agreed that this was not a scheme the Parish Council would engage in.

ii. **Pre School Nursery Request for Funding Support**

Cllr Maughan advised Councillors he had received a breakdown of the cost of 5 tablets (£99.99 and covers £15.99 each and license (£90) from the Pre School Nursery. Councillors discussed this and agreed a donation of £300. **RESOLVED:** Councillors agreed a donation of £300.