

Dodleston Parish Council
Ordinary Meeting of the Parish Council
Monday 12 November 2018 - 7.00pm Dodleston Village Hall

MINUTES

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

Clerk Kate Lloyd

Also present: Eight members of the public
 Two PCSO's

1. Apologies for absence

Cllr Richard Ward
 Cllr Rachel Jones (late arrival)

2. Procedural matters

- i) Declaration of interests
 Cllr Maughann declared an interested in item 13 on behalf of Cllr Jones
- ii) To agree the minutes of the Ordinary meeting of the Parish Council held on 17 September 2018. An amendment was made to item 5 **RESOLVED:** The Chairman signed the minutes as a correct record of the Ordinary Parish Meeting held on 17 September 2018.

Actions from last Meeting

- 3i) Actions and matters arising from the meeting held on 17 September 2018 were discussed

Item	Action	Responsible	Update
Public Speaking Time			
5i. Buses	To take the ongoing issue with Buses forward with CWAC.	Cllr Ward and Cllr Williams	No detail due to Cllr's being absent.
ii Dog Fouling	Article on dog fouling in Local Life/ Shop window and to be publicised on the Parish website and Face book page. To look into the process for a Bye Law with a view to one being implemented. Findings to be reported to Councillors at the next meeting.	No one designated Cllr Dix	Completed. In addition, a mounted sign has been installed on the Kissing Gate. Another sign advising that commercial dog walkers require permission from the Parish Council will be installed shortly. Refer to item 6.
8i Councillors' update	To approach the kennels with a sense of community.	Cllr Jones	Cllr Jones contacted the kennels which advised issues should be raised with CWAC. A resident from Lower Kinnerton contacted Cllr Jones over concerns and the issue remains has raised concerns which and the issue remains. ACTION: Cllr Maughan to meet with Cllr Jones and the resident to discuss further.

14. Finance	To investigate whether or not there are any outstanding income due from advertisements in Local Life. Details to be forwarded to The Clerk to raise invoices as appropriate	Cllr Taylor and The Clerk	Completed. Cllr Hall questioned the number of adverts compared to income. The Clerk advised income from some of the adverts had been received in the previous financial year as part of a three for two promotion. Cllr Hall advised there appeared to be no income from The Wild Goose although there had been a double page advert in Local Life. Cllr Taylor advised this was not advertisement but rather promotion of a local service. Cllr Maughan requested this be discussed as part of agenda item 11.
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4i Monthly Police Report

The PCSO for Dodleston read through the crime report and advised crime rates are low. A burglary in September is being currently being investigated. The issues regarding seeding and parking continue. The Parking Charter being undertaken by 10 local primary schools including Dodleston ,is a child led initiative, where parents sign up to not parking outside the school. Two pupils are appointed as junior safety officers within the school.

A resident commented that a number of incidents in the earlier report had not been circulated to the Home watch Team.

The PCSC advised that Police Community Support Officers (PCSO) do not currently have powers on the use of mobile phones whilst driving. There are plans for PCSO's to be able to report drivers for this offence although they will not be able to issue penalty charges.

Cllr Maughan advised the PCSO are currently searching for a suitable base to use as a point of contact for residents.

5. Public Speaking Time

i. Buses

A resident raised the ongoing issues with buses. The new bus timetable incorporates children attending Bishops Blue Coat High and the 8.55 am service is full. The afternoon service timetable is detrimental to children attending Queen's Park and Chester Catholic High with changes resulting in 50 min and 1.15 hour wait between buses. With these delays, parents are taking turns in collecting their children from school. Cllr Maughan advised there have been numerous discussions with the Chester MP and CWAC. The resident asked who is consulted over changes to the timetable. Cllr Dix advised there is a statutory notice period (previously 30 day) but no consultation.

ii Foot Paths

A resident raised the issue with footpaths particularly between The Red Lion and Bus Stop. The uneven pavements are dangerous for people with walkers or scooters and may result in people becoming housebound. **ACTION:** Chris Ward to take the issue forward.

iii. Bus Timetable

A resident advised that the bus timetable published in Local Life was out of date and that some residents had not received a copy of the latest edition. Cllr Buchanan acknowledged he had not had the opportunity to deliver his round but would do so the next day. Cllr Maughan advised that any spare copies of Local Left over from rounds should be taken to The Shop.

iv. Dropped Kerbs

A resident apologised for not being at the last meeting to celebrate the dropped kerbs finally being installed.

v. Village Pump

A resident advised that the History Group would fund the repair to a water pump. As the plan is for it to be reinstated in conservation area, The History Group questioned whether or not permission was required. Cllr Buchanan advised the area would be refurbished free of charge for the benefit of the community.

The resident advised a representative for the Longbow Club may wish to attend the next meeting. The Club is keen to hold a 'Have a Go Archery' day although a suitable date needs to be agreed.

vi) Christmas Tree Festival

The Christmas Tree Festival will be held between 7 – 9 December. The Parish Council will have a real 6 ft tree outside the Church. People will be encouraged to come into the Church and mulled wine and mince pies will be served from 5 pm for the Christmas tree light switch on.

vii) Pavilion Bench

A resident advised that she wishes together with the Women's Institute pay for a bench for the field. However, details of costs and bench specification are required. **ACTION:** Cllr Kitchin to provide details to Cllr Jones.

viii) Hedges – Covenant of the Estate

A resident raised concerns with the open plan aspect of the village becoming overgrown with hedges. The resident has an issue with their neighbour completely enclosing their garden and referred to a covenant for the estate which does not allow planting within 1 metre of the curtilage. The resident requested the support of the Parish Council to address this.

Councillors discussed the issue at length and agreed that, whilst this is primarily a neighbour dispute, it is their view that the open aspect of the estate forms an integral part of its appeal and should be maintained for the benefit of all. It is understood that there are legal restrictive covenants in place within the deeds relating to properties on the estate which exist specifically to prevent the planting of hedges and other boundary markers between adjacent properties and to the front aspects.

Whilst Councillors recognised that there are examples of hedging and shrubs to the front of properties around the estate, they were concerned that if this continued without control the character of the area would inevitably shift detrimentally. Alongside the aesthetic concerns the potential for planting near roads and drives to cause the restriction of vision and sight lines for drivers and pedestrians was also highlighted.

It was agreed that Cllr Kitchin would review the covenant, for an article to be included in the next edition of Local Life and for the item to be placed on the next agenda. Cllr Kitchin/Chairman will also draft a letter for The Clerk to send to the resident in question. **ACTION:** Cllr Kitchin to review the covenant. **ACTION:** Article to be included in the next edition of Local Life. **ACTION:** To be placed as an agenda item for the next meeting. **ACTION:** Cllr Kitchen / Cllr Maughan to draft letter for The Clerk to send to the resident in question.

viii) Penfold Way

A resident commented that the owner of 1 Penfold Way had moved their garden to the kerb line, forcing other residents to walk on the road with no right of way. Another resident stated they were in support of the issue on the open aspect of the village becoming enclosed and commented that other households had planted plants / shrubs which had grown over the footpath inhibiting the right of way. A stance needs to be taken otherwise the estate will become enclosed. Cllr Maughan thought this was an issue for CWAC. **ACTION:** Cllr Maughan to check.

The pathway to DVF is overgrown and requires cutting. CWAC is responsible for this land. **ACTION:** The Lengths man to pass details to Cllr Dix (photograph) who will take this forward with a contact at CWAC.

11. Local Life (Item brought forward)

Cllr Taylor advised the next edition of Local Life will be Easter. Articles can be submitted between April 2 - 16 to allow a week for proof reading. Councillors discussed this and agreed the newsletter should be issued at the end of March. Future editions will be delivered at the end of July and October 2019.

The issue regarding advertisements was discussed by Councillors. Where a business or local trade person has undertaken work for the Parish Council free of charge, the Parish Council will offer to place an advert in Local Life without charge. Cllr Hall suggested one page could be dedicated to local traders. However, Cllr Maughan advised that in previous years commercial business who had advertised in Local Life had not paid nor volunteered to help.

6. **Field Update**

i. Update

Cllr Buchanan provided an update and advised the frontage work at the Pavilion had been completed. This extended the terrace area to resolve the issue with surface water and enable access for wheelchair users. The Field Committee had met to discuss the outdoor gym equipment and chosen Park Lethics, a system designed by Sheffield Hallam University. The Parish Council needs to find funding through grants. The cost of the equipment including installation is £10,000. This is at a reduced price as it will be a showcase.

Cllr Hall suggested that expenditure relating to individual projects should be categorised to help with the asset register. Cllr Buchanan suggested expenditure relating to the frontage work be: Extension to Front of Pavilion for wheelchair access.

Cllr Maughn advised that field planting is continuing with another day planned for 30 November. Work will also be undertaken to cut back a tree and remove an oak tree which has died.

Cllr Dix advised Councillors that a Bye Law for the field relating to dog fouling can be introduced. Cllr Dix stated it was a pragmatic and legal process and provided a detailed note for Councillors. Cllr Dix read through the document outlining the 10 step process. It is costly and will require the services of a Solicitor if the Parish Council wished to pursue.

7. **Parish Councillor Vacancy**

Cllr Maughan advised the resident who had expressed an interest in the vacancy had not continued with it and the vacancy remains.

8 i **Councillors' Updates**

Completed through actions – refer to item 3.

9. **Bus Service**

Completed – refer to 5i.

10. **Dodleston Village Foundation – Increase Hall Charges**

The Clerk advised notification had been received from DVF regarding the charging structure of the Hall. The Clerk read through the price increases. Cllr Buchanan commented that the Village Hall was for the benefit of community users and did not understand the rationale for the increases. Councillors discussed this and raised concerns over the impact on users, whether or not community users had been consulted and if transitional arrangements were in place. **ACTION:** Cllr Maughan to draft letter for The Clerk to send to the DVF.

12 **Lengthsman Services**

Cllr Maughan provided an update and advised main entrance and Car Park had been cleared of weeds. Cllr Maughan suggested the hedges in Penfold Way be trimmed if the Lengthsman had time. The lengthsman advised three kerbs in Mallory Walk had been identified for dropping. **ACTION:** Peter Troughton to email Cllr Ward with details.

13. **Planning Applications**

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

ii. Wrexham Road Development

No further update.

14. **Finance**

i) To approve income and expenditure since 10 September 2018.

RESOLVED: Councillors approved all income and expenditure from 10 September to 5 November 2018

ii) To agree forecasted outturn for 2018/19

RESOLVED: Councillors agreed the forecasted outturn for 2018/19

15. **Correspondence**

i. Dr Nuttall – Improvements to footpaths

Cllr Maughan advised Dr Nuttall had sent a letter concerning required improvements to footpaths within the village.

This issue will be taken forward. Refer to Public Speaking 5ii.

ii Santander – Bank charge increases

The Clerk advised Councillors that Santander had made changes to their bank charges resulting in increases.

iii. Cheshire Fire Authority – Draft Integrated Risk Management Plan 2019/20

The Clerk advised Cheshire Fire Authority had issued the Draft Integrated Risk Management Plan for 2019/20.

iv) St Mary’s Church request for funding

The Clerk advised Councillors St Mary’s Church had sent a letter seeking financial support towards the cost of the maintenance of the Church clock. **RESOLVED:** Cllrs agreed for a donation of £200 towards the cost of the maintenance of the church clock. **ACTION:** The Clerk to send cheque with covering letter to St Mary’s Church.

v Roads

Cllr Hall raised the issue with the roads being covered in mud from local farms. Cllr Hall volunteered to remind farmers to keep roads cleared. **ACTION:** Next spring, farmers to be reminded to keep roads clear.

16. Dates for Parish Council Meetings 2019

RESOLVED: Councillors agreed the 2019 meetings:-

January 14th

March 11th

May 11th

July 8th

September 9th

November 11th