

**Dodleston Parish Council**  
**Ordinary Meeting of the Parish Council**  
**Monday 9 November 2020 - 7.00 pm Virtual Meeting**

## MINUTES

**Chairman** Mike Maughan  
**Councillors** Paul Buchanan, Richard Kitchen, Chris Ward, Welna Bowden, Rachel Jones, Mike Dix, Mark Williams

**Clerk** Kate Lloyd

**Members of the Public:** Two

1. **Apologies for absence**  
Cllr Carl Willis
2. Procedural matters
  - i) **Declaration of interests**  
Cllr Maughan declared an interest in item 15, planning. Cllr Jones declared an interest in item 11, Network Railways / Public Rights of Way.
  - ii) To agree the minutes of the Ordinary Parish Council Meeting held on 11 September 2020.  
**RESOLVED:** Councillors approved the minutes as a correct record of the Ordinary Meeting of the Parish Council held on 11 September 2020.
3. ii) **Actions from last Meeting**  
Actions and matters arising from the meeting held on 11 September 2020 were discussed:

Item	Action	Responsible	Update
8. Councillors Update	To follow up on the CSP banners displaying notice with Highways / Cheshire Police and report findings at the next meeting	Cllr Bowden	Refer to speeding update
	To email resident to seek their views on the odour from the Chicken Farm	Cllr Buchanan	Completed
9. Local Life	To forward updated email addresses and contact numbers to Cllr Taylor to be included in the next edition of Local Life	Cllr Kitchen	Completed
14. Planning Applications	To follow up on Lawful Development Certificate (LDC) application for Willow Cottage with Planning	Cllr Buchanan	Cllr Buchanan advised he had further discussions with Planning. An Enforcement Officer visited the property to access. New garage doors have been added to the development. The matter has also been reported to CwAC Council Tax Office. This will be followed up
	To contact planning to request more timely notice on planning applications.	Cllr Kitchen	Completed
15. Finance	To email the resident in Higher Kinnerton to explain the process and arrangements to view the accounts 2019/20	The Clerk	Completed

16. Correspondence Email from resident concerning issues in Lower Kinnerton	To reply to the email and ask the resident for the reason he is no longer able to contact CwAC directly.	Cllr Maughan	Cllr Maughan confirmed he had provided a response to the resident in Lower Kinnerton. When meeting with CwAC to discuss flooding, he was advised that CwAC had spoken with the resident and Highways had been out to site separately.
	To contact Highways to request an assessment of the road in Lower Kinnerton by Moor Lane to be undertaken.	Cllr Ward	Cllr Ward advised this was on going. Covered in Councillors update, item 7.

#### 4. Village Police Report

PCSO McKevitt was not in attendance and there was no Village Police Report available. Cllr Maughan advised there had been issues in the Church car park and that Cheshire Police had been made aware. There has been some fly tipping; a number of credit cards were found which may lead to the perpetrator(s). Screws have been thrown on to driveways. Sleepers at the entrance of the field have been stolen and there have been several speeding issues.

A number of residents have reported the Red Lion has been allowing customers from Wales on their premises even those known to management and that people have been meeting from more than one household. Information has been forwarded to CwAC and Cheshire Police.

#### 5. Public Speaking Time

##### i. Tree Cutting

A resident advised Councillors that trees were being cut at the bungalow opposite the School and thought that planning permission would be required. Cllr Kitchin advised these trees are in a conservation area and the resident would need to seek planning permission. Cllr Kitchin confirmed there were no planning applications for this. There was a debate as to whether or not the trees in question were actually hedgerow. **ACTION:** Cllr Kitchin to liaise with Cllr Willis in approaching the residents of the property with the trees / hedgerow to advise these are located in a conservation area.

#### 6. i Field Update

Cllr Buchanan advised that the commemorative benches have been installed by the pond. Dodleston Pre School have expressed an interest in the use of a new facility on the field as the Village Hall premises are not suitable. The Field Committee will meet to discuss. Cllr Buchanan advised there had been no football played on the field this season as larger goal posts were required. Cricket has been played with a team from Hawarden will start using the facilities next season. Charges for this will be £75 per game and 10 sessions being held. Cllr Buchanan stated that consideration needed to be given for the purchase and housing of field cutting machinery. **ACTION:** Field Committee to meet to discuss the new facility, goal post and purchase and housing of field cutting machinery.

##### ii Pond Development Update

Cllr Maughan advised that the Field Pond Development has not been formalised. A number of residents have asked questions with regard to the pond and also expressed an interest in helping. Moving forward, planning and costing for its development are required. Cllr Maughan advised he was looking for a volunteer from the Parish Council to take a coordinator role, to formalise plans and costing and lead a team. Cllr Jones agreed to take on this role. Cllr Bowden reminded Councillors that at the Conference for Parish Councils, paperwork for the development of ponds was available including funding. Cllr Bowden also advised that Huntington Parish Council had offered vegetation which could be taken from their pond for replanting. Cllr Dix advised that two ecologists living in the Parish had offered their advice. **ACTION:** Cllr Dix to speak with the ecologists and forward their contact details to Cllr Jones.

Cllr Bowden advised Councillors that whilst walking the pathway on the field, she have received positive feedback / comments from other users. As part of the survey results, there have been requests for markers to measure distance. Alternatively, signs showing distance could be in situ. Cllr Maughan suggested this should be completed properly with the use of signage and this will be taken forward by the Field Committee.

**ACTION:** Field Committee to meet to discuss the new facility, goal post and purchase and housing of field cutting machinery.

## **7. Parish Councillors Updates**

Cllr Ward advised Councillors that at the last meeting, Cllr Willis had raised the idea of exploring the option of extending St Mary's Road by the use of the footpath / garden frontage. Cllr Ward advised that the houses giving up their frontage to do this would have to provide funding. Also, this would require the support of the Housing Association. There are certain standards to meet for an adopted road. As an unadopted road, resident would be responsible for the upkeep. Cllr Maughan asked how this would be progressed. **ACTION:** Cllr Ward to take this forward with Cllr Willis regarding funding and speak with the residents, planning and Housing Association. It was stated this option may not be financially viable.

Cllr Ward advised he was still waiting for an update from CwAC Highways relating to the speeding issue at Moor Lane in Lower Kinnerton. With regards to the H bar outside the pedestrian access to the field / Penfold Way, the contractor responsible for this had confirmed this would be completed by the end of the month.

Cllr Ward advised that a resident had raised issues in Gorstella relating to Lloyd's wagon encroaching and damaging property. CwAC Highways have confirmed that plastic bollards will be in situ / verge repaired.

Cllr Ward has reported two street lights which were out in Mallory Walk to CwAC Highways.

Cllr Jones advised Councillors she had positive news on the flooding issue having liaised with Adam Ryder from CwAC. The resident has explained all the issues and work requests are in for each area maintained by the Council. Issues have been caused by blocked drains, verges and driveways being built over drainage gulleys. There is more difficulty with Lesters Lane as the verges are higher than the road and there is no drainage. Highways are seeking a solution.

There has been mud on the road in Lache Lane which CwAC has helped to clear.

Cllr Williams advised that a resident had raised a noise issue at the Pensioners bungalow in Penfold Way. This has been caused by a person not living there. Cllr Williams stated this is an ongoing noise issue which may be a neighbour dispute.

Cllr Bowden advised Councillors that the litter pick event held in September had gone well and an article on this is being included in Local Life. The event is usually completed every six months with the next one being held in April. Cllr Bowden asked if there was funding available for bin hoops, litter picks and high visibility jackets. It was suggested to check the number of jackets from the bonfire event and to obtain a quote.

Cllr Bowden advised fly tipping had been reported together with a number of broken signs in Church and Kinnerton Road.

Cllr Bowden advised there had been a Community Champion update meeting. The Director of Public Health had reported the number of people in Intensive Care at the Countess of Chester Hospital with COVID 19 and the number of people in the borough on furlough. The Cluster Groups have been resurrected and everyone is supporting people within their own cluster.

Cllr Maughan advised Councillors that the Community Right to Bid application for the Red Lion had been submitted. Additional supporting information is required to demonstrate that it used by local community groups in holding events. Cllr Jones advised the WI and DVF held meeting on the premises.

## **8. Local Life Update**

Cllr Maughan advised that the deadline for articles for the next edition was 9 November. The autumn edition should be available mid November.

Cllr Bowden advised there were a number of groups where local nominations could be submitted such as Volunteer Groups.

9. **Lengthsman Services**  
No update due to connection issues

10. **Fibre Broadband – Correspondence with Balderton residents**

Cllr Maughan raised the question of whether or not the Parish Council should be looking to extend to the wider Parish and not just Balderton or if this was too large a project. Cllr Kitchen expressed this was a large project and explained the different types of connections; direct to homes or via the cabinet. He thought the FTTP/FTTC would need to be established before determining funding. He suggested there could be a push for an upgrade but this may be limited by cables in the ground and there may not be a solution. Some homes in Lower Kinnerton had internet direct from the exchange which was much slower than the cabinet. Cllr Maughan advised he had been in contact with Open reach for clarification on costs

Digitalisation is very important with new ways of working (from home) and the Parish Council needs to be careful in terms of what is decided. **ACTION:** Cllr Maughan to contact Open reach to establish alternatives. There is a possible misconception that Dodleston has good broadband. However, the fibre connection in the village is to the cabinet and it was agreed nowhere in the Parish has good broadband. The Parish Council could support / campaign applications but not funding. **RESOLVED:** Councillors agreed The Parish Council cannot support funding for this.

11 **Network Rail / PROW**

Cllr Maughan advised the two crossings are now open but likely to be overgrown. (Belgrave / Oldfields and Poulton /Pulford). It was suggested the Ramblers Association or Landowners could be involved in clearing. **ACTION:** Cllr Jones to approach Landowners with regard to clearing the crossings.

12. **Community Speed Project**

Cllr Bowden provided an update on the Community Speed Project. CwAC / Highways have confirmed banners can be on privately owned land / hedges. The content should be large enough not to be a distraction and have a simple message. For permanent VAS (Smiley faces) there is certain criterion for funding, with matched funding through CwAC. Each device costs £3,000. The Community Speed Project training has been delayed and there has been a poor response from Cheshire Police despite measuring speed on several occasions. The banners for 20 mph would state “Take Care when driving through the village”. Cllr Buchanan advised a survey had been undertaken about 12 years ago and it may be an idea for this to be carried out again. Cllr Bowden stated she had performed a survey noting 432 cars in two hours with speeds in excess of the limit. CwAC use their own data for assessment and funding purposes and are were willing to work with Parish Council. It was noted the give way sign by Chester Lakes is obscured. **ACTION:** Cllr Bowden to request CwAC perform a speed survey, consulting with The Parish Council as to pinpoint where this should be undertaken along Kinnerton Road.

13. **Support for Families**

Cllr Bowden advised Councillors a Food bank has been established and there has been a good response from the Parish. An accessible red box has been placed outside Cllr Bowden’s house. Food has already been given to the homeless in Chester. Cllr Bowden confirmed Free School Meals provision has been extended until Christmas.

Cllr Bowden the Church is only open for services and is supporting another Food bank in Chester.

14. **Planning Applications**

i. Cllr Kitchen provided an update on the Planning applications. It was noted the planning application for Warren Woods had already been approved.

An application has been made by Yew Tree Bank Farm in Lower Kinnerton. This is for a large development. Cllr Kitchen has reviewed the plans and confirmed the development will be well hidden from the road. There was a suggestion that it would not be in keeping with neighbouring buildings.

Cllr Kitchen advised there has been an amendment to the small nursery facility. This has a slightly different layout. The welfare building (static caravan) is for operational use and not residential purposes.

Cllr Buchanan advised there is a Legat Owen sign on the Pickering land. This had been used as a depot. Cllr Maughan advised a resident has raised concerns that this has never returned back to agricultural use. **ACTION:** Cllr Kitchen to take forward with CwAC

Cllr Kitchen advised that Corner Cottage on Kinnerton Road had received retrospective planning permission. The Parish Council had objected to the original build. The planners never took action when the build exceeded the building height. In giving retrospective permission, CwAC has taken into account the scale of remedy.

Cllr Kitchen advised he had contacted planning to request more timely notice on planning applications.

**15. Finance**

i) To approve income and expenditure since 7 September to 1 November 2020.

**RESOLVED:** Councillors approved all income and expenditure from 7 September to 1 November 2020.

ii) To agree and approve the outturn for 2020/21

**RESOLVED:** Councillors agreed and approved the outturn for 2020/21

iii. To approve write off of unrepresented cheques 2018/19 and 2019/20 (£18 approx)

**RESOLVED:** Councillors approved the write off of unrepresented cheques from 2018/19 and 2019/20 (£18 Approx)

iv. Community Infrastructure Levy Funding (CIL)

Cllr Maughan provided an update on the CIL funding received from the Wrexham Road Development. A further payment of £14k has recently been received. The Parish Council requires a plan of how to utilise the funds. Possible considerations include CID Signs and The Hub.

**16. Correspondence**

i. Letter from St Mary's Church seeking financial support with the costs of the annual charge for the maintenance of the clock. **RESOLVED:** Councillors approved a donation of £200 towards the cost of the Church clock maintenance.

ii Car Park issues / unwelcomed visitors

Cllr Maughan advised there have been a number of issues with the Church Car Park from people parking and smoking weed. A resident has volunteered to lock the gate. Councillors discussed options / protocols and agreed a trial period. Three Councillors volunteered to work between themselves for the locking and opening of the gate. A chain lock will need to be purchased. The Gate will be open from 7.30 am and closed at 7.30 pm. New signage will be considered.

**17. Meeting Dates 2021**

Councillors agreed the dates of 2021 meetings:

11 January

8 March

10 May (including Annual General Meeting)

12 July

13 September

8 November