

**Dodleston Parish Council**  
**Ordinary Meeting of the Parish Council**  
**Monday 11 January 2021 - 7.00 pm Virtual Meeting**

**MINUTES**

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

**Clerk** Kate Lloyd

**Members of the Public:** Two

1. **Apologies for absence**  
None
2. Procedural matters
  - i) **Declaration of interests**  
Cllr Maughan declared an interest in item 15, planning
  - ii) To agree the minutes of the Ordinary Parish Council Meeting held on 9 November 2020.  
**RESOLVED:** Councillors approved the minutes as a correct record of the Ordinary Virtual Meeting of the Parish Council held on 9 November 2020.
3. ii) **Actions from last Meeting**  
Actions and matters arising from the meeting held on 9 November 2020 were discussed:

<b>Item</b>	<b>Action</b>	<b>Responsible</b>	<b>Update</b>
5. Public Speaking Time i. Tree Cutting	To liaise with Cllr Willis in approaching the residents of the property with the trees / hedgerow to advise these are located within a conservation area.	Cllr Kitchin / Cllr Willis	Cllr Kitchin advised he had left various messages with CwAC. Cllr Willis confirmed he had met up with members from CwAC and work on the trees had ceased.  Cllr Buchanan commented that before being cut, the trees had provided privacy for the two properties affected. A member of the public stated they had spoken the resident living on the opposite side who confirmed they had asked for the trees to be cut as it was affecting their internet connection. Cllr Ward advised there were certain issues with the trees being in a conservation area and that planning permission maybe required. <b>ACTION:</b> Cllr Kitchin to speak with the residents.
6i. Field Update  6ii Field Pond Development	Field Committee to meet to discuss the new facility, goal posts and purchase and housing of field cutting machinery.  To speak with the ecologists and forward their contact details to Cllr Jones.	Field Committee  Cllr Dix  Field Committee	Refer to item 6 Field update  Completed

	To meet to discuss use of signage to measure distance on the pathway		Refer to item 6 Field update
7. Councillors Update St Mary's Road	To take this forward with Cllr Willis regarding funding and speak with the residents, planning and Housing Association.	Cllr Ward	Cllr Ward advised Highways had confirmed the costs for undertaking the work would have to be funded by the residents. Cllr Willis advised he had been approached by a resident following damage to a vehicle. The resident enquired about the installation of CCTV. Cllr Maughan advised this would require mounted power for recording and there would be no network to capture the data. CCTV installation would be down to individuals.
10. Fibre Broadband	To contact Open reach to establish alternatives.	Cllr Maughan	Completed
11. Network Rail / PROW	To approach Landowners with regard to clearing the crossings.	Cllr Jones	Completed
12. Community Speed Project	To request CwAC perform a speed survey, consulting with The Parish Council as to pinpoint where this should be undertaken on Kinnerton Road.	Cllr Bowden	Refer to item 11
14. Planning Applications Pickering Land	To contact CwAC concerning Legat Own Sign on Pickering land which has never returned back to agricultural use.	Cllr Kitchin	Cllr Kitchin advised this had been referred to CwAC.

#### 4. Village Police Report

PCSO McKevitt was not in attendance and there was no Village Police Report available.

#### 5. Public Speaking Time

##### i. Sharing Table

A resident shared the general idea of The Transition Chester scheme which they had seen around Chester and in Hoole. The scheme is where produce can be grown and then shared with people in the community especially where too much produce has been grown. The resident asked whether Councillors thought this was a good idea and whether a similar project could be undertaken by The Dodleston community. The resident also suggested grant funding maybe available for this. The resident suggested that with the community working and growing food, this would bring local people together. There is a community group p Hawarden which is on a larger scale. Cllr Maughan asked the resident where it would be located. The resident volunteered to find out more and bring it back to the Parish Council.

##### ii. Meadow Food Roundabout Project

A resident provided an update on the Meadow Food Roundabout t project. A Sustainability Forum has been created so that issues can be raised. There is a Taskforce for sustainable travel between Balderton and The Lache.

The project is in the early stages with funding secured form Cllr Mark Williams' Members budget. The final concept has been agreed between Meadow Foods and CwAC. This based on a hare to raise awareness of the hare population. The supporting arch will play homage to Meadow Foods. The profile of the hare will face out towards A483. This will be a unique feature to act a sign post for people. For the wildflowers, soil will be removed. With current funding provided by Meadow Foods and Councillor Williams the project is over budget by £500. The resident stated that any funding available from the Parish Council would be helpful.

There will be various workshops to create small structures for the trail (bridle route). The timescales for completion is within eight weeks as the wildlife meadow needs to be sown.

There is the potential for vandalism. Meadow Foods has a camera inwards towards their site which can be adjusted. The structure is rather substantial, ¾ metres high; it will be located in the centre of the roundabout and will be concreted in place so that it is safe from a Highways perspective with no risk of damage to vehicles or people. **RESOLVED:** Councillors agreed a donation of £500 towards the cost of the project.

## 6. **i Field Update**

Cllr Buchanan advised the Field Committee met after the last Parish Council meeting. The Committee discussed the purchase and specification of a tractor to maintain / cut the grass. The Committee also discussed who would operate the machine. The Committee were not comfortable for this to be undertaken on a rota basis. Cllr Willis advised that a green keeper may be interested in undertaking the role and he will meet up in person to discuss further, The current cost is approx £6k per year as opposed to a potential £1.5k

The Committee agreed to look at an increase in football on the field. Waverton U13 team 11aside. There is a requirement for 11 aside goal posts, the cost of which is approx £1,300 Inc VAT. Waverton U13 is willing to make a donation with the balance of £600 being met by The Parish Council, This would be recouped through sessions and there would be competitive football every Saturday / Sunday. An 11 aside football pitch will be large but this will not impact on the cricket use. Prices for the cost of marker point on the track have been requested but not yet received.

Cllr Maughan advised that in developing the field the double width entrance strip of land donated by Alec Pickering had still not been fenced off. Three quotes are required and will be assessed.

Dodleston Pre School Nursery expressed their interests in a facility on the Parish Field. After lengthy discussions this may be part of a larger project with the creation of a Community Centre. Cllr Taylor stated the impact on the Village Hall would need to be considered. Cllr Maughan stated there had been numerous discussions with Dodleston Village Foundation (DVF) when the Parish field was purchased. As part of the Community Infrastructure Levy (CIL) Funding, The Parish Council has the opportunity to use this towards a Community Centre whilst working with the DVF. The main users of Dodleston Village Hall (DVH) have wanted something different. Cllr Kitchin commented that the ideal solution 4 years ago was for the Village Hall to be sold and with other funding create a new facility. However, there is emotional attachment to the Village Hall. The Parish Council would have to consult with all users Groups and identify a specific purpose built building.

Cllr Maughan advised Councillors that over a number of years the Parish Council through a number of fund raising activities purchased a number of assets such as marquee / bar. Some of these assets have not been able to store at the pavilion and The Parish Council should source its own storage facility. Lock stock storage containers in Saltney are easy to use and will ensure equipment is stored safely and correctly. The cost is £110 a month plus VAT. **RESOLVED:** Councillors agreed to the rental of a storage facility. **RESOLVED:** Councillors agreed to the £12 for the cost of zoom meetings.

## **ii Pond Development Update**

Cllr Jones provided an update advising she had liaised with the ecology experts and notes had been brought together. An advert was placed on face book and there are 8/ 9 people have volunteered to be involved with the project. A whatsapp Group has also been formed. The ecologist stated a survey of the site should be undertaken in the autumn to assess life, with a view to planting next year. A master plan will be developed, including consultation with key stakeholders, costing and to identify any forms of funding. Most Environmental Funding has been paused due to COVID 19.

## 7. **Parish Councillors Updates/**

Cllr Ward that the two street lights in Mallory Walk had been repaired. There has been damage to street naming plates. These can be reported via a system. Cllr Taylor advised that the 30 mph calming sign from Gorstella into Kinnerton Road was not functioning.

Cllr Willis advised Councillors he had several ideas for events which could be undertaken later in the year, such as Oktoberfest. He will bring his suggestions to Councillors at the next meeting.

Cllr Bowden advised Councillors that the Cluster Group had won the volunteer ward on recognition of being a leader amongst villages in the cluster.

**8. Local Life Update**

Cllr Taylor advised the next edition of Local Life is due out in March. He suggested Local Life needed an injection of life. There was a suggestion of a competition whereby photographs / images of the village are submitted throughout the year. This will be discussed at the next meeting.

**9. Lengthsman Services**

Cllr Maughan advised Councillors that there had been very little in way of lengthsman services.

ii. Insurance 21/22

Cllr Maughan advised Councillors that the Lengthsman was planning not to renew the insurance at this stage as no work was currently being undertaken. The Clerk advised that this should be reconsidered as any urgent work that may present itself could not be undertaken until the insurance was in place. **ACTION:** Councillor Maughan to contact the Lengthsman to renew the insurance.

**10. Chicken Sheds**

Cllr Buchanan advised Councillors that since June 20, the odour from the chicken sheds had reduced. From his personal log he has not registered any problems with the Environmental Agency. In recent weeks the odour has started to increase. Any resident who has issues should complete the odour record sheet which is submitted to CwAC every two weeks. There was a suggestion that a record of these should be retained centrally. Cllr Buchanan suggested the data collection could be issued to EA on a fortnightly basis and that the whatsapp Group should be extended. Cllr Maughan volunteered to be responsible for the central record. Cllr Maughan read through the letter from CwAC Chief Executive to MP Chris Matheson. From a planning perspective failure in odour control may affect future planning applications. **ACTION:** Cllr Kitchin to contact the farmer to establish the reason for the recent increase in odour. **ACTION:** Cllr Maughan to extend whatsapp group and share on facebook.

**11 Network Rail / PROW**

Councillors agreed for this item to be removed from future agendas.

**12. Community Speed Project**

Cllr Bowden provided an update on the Community Speed Project. The speed gun training remains outstanding, liaising with the Community Constable to apply for funding on the Parish Council's behalf (£3k) which will be shared between other villages. There has been no feedback yet.

**13. Support for Families**

Cllr Bowden advised Councillors the food bank is going well with three deliveries of 70kg of food delivered two days before Christmas. There has been a great response from the village with regular drop offs. An article on this will be included in the next edition of Local Life. Cllr Bowden advised that CwAC has a food bank. Any donations towards the food bank at Chapel Stores are being taken to the Chester Homeless. There was a discussion on the different food banks and whether an extra box could be placed in Chapel Stores so residents can contribute to either one. **ACTION:** Cllr Jones to contact Chapel Stores regarding an extra box and feedback at the next meeting.

**14. Planning Applications**

i. Cllr Kitchin provided an update on the Planning applications.

The Parish Council has submitted an objection to an extension at 9 Penfold Way due to its size and impact on other residents.

The Land at Rough Hill, signage by Legat Owen has appeared at the junction of A483. It suggests the land maybe for rent. Cllr Maughan advised he had received documents from a resident which he had shared with Cllr Kitchin. The site had temporarily been used by Highways and should have returned to agricultural use in 2014. Hardstanding was in place to prevent equipment stored by the farmer from sinking. An application for retrospective approval was submitted; however this was for a substantially smaller size. There is a suggestion this is for rent which would require planning permission and maybe an enforcement issue. Cllr Jones stated it has been rented out from January 2021. Councillors discussed this and agreed an Ariel photograph of the area was

required to compare this with the planning application and determine whether or not this is an enforcement issue. It was agreed this would be deferred until after the works on the A483 had been completed.

**15. Finance**

**i.** To approve income and expenditure since 2 November to 2 January 2021.

**RESOLVED:** Councillors approved all income and expenditure from 2 November to 2 January 2021.

**ii.** To agree and approve the outturn for 2020/21

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

**iii.** To note the outcome of the External Auditors Report

Outstanding – to be noted at the March 2021 meeting

**iv.** To agree and approve the 21/22 Budget

Councillors reviewed the draft budget for 20/21 and made several amendments. **RESOLVED:** Councillors approved the draft budget 2021/22

**v** To agree and approve the 21/22 Parish Precept

Councillors considered the Parish Precept 21/22. There were questions raised over the tax base and the number of dwellings in Band D. **ACTION:** The Clerk to contact CwAC to seek further information on the tax base and dwellings in Band D. **ACTION :** The Clerk to complete and submit the Precept return to CwAC. **RESOLVED:** Councillors agreed and approved the Parish Precept for 2020/21. This is a zero impact change on the 20/21 precept.

**16. Correspondence**

**i.** Letter of thanks from St Mary's Church for the donation towards the clock maintenance

The Clerk advised Councillors that a letter of thanks had been received from St Mary's Church following the donation of £200 from the Parish Council towards the annual maintenance of the Church clock.