

Dodleston Parish Council
Ordinary Meeting of the Parish Council
Monday 12 September 2022 - 7.30 pm Dodleston Village Hall

MINUTES

Chairman Mike Maughan
Councillors Paul Buchanan, Michael Dix, Welna Bowden, Chris Ward, Carl Willis

Clerk Kate Lloyd

Members of the Public: Two

Cllr Maughan announced the sad passing of Her Majesty The Queen. He read through the Message published on parish facebook page which he hoped reflected the sentiments of The Parish Council.

A two minutes silence was held as a mark of respect.

1. Apologies of absence:

Cllr Rachel Jones
Cllr Richard Kitchin
Cllr Mark Williams
Cllr Tim Rahill

2. Procedural matters

i) **Declaration of interests**
None

ii) To agree the minutes of the Ordinary Meeting of The Parish Council 11 July 2022. **RESOLVED:** Councillors approved the minutes as a correct record of the Ordinary Meeting of the Parish Council held on 11 July 2022.

3. ii) Actions from last Meeting

Actions and matters arising from the meeting held on 11 July 2022 were discussed:

| Item | Action | Responsible | Update |
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| Annual Parish Meeting : 3. The Chairman's Report 21-22 | To be added to the Parish website | Cllr Maughan The Clerk | Completed |
| Action from March Ordinary meeting : Item 7 Highway | To send a letter via email to The Chief Executive of CWAC concerning the outstanding highways issues. Cllr Williams to be copied so he can forward to the appropriate Director for action. | Cllr Chris Ward Cllr Williams | O/S – to be checked |
| Item 21. Ukraine Appeal | To purchase refreshments for Ukraine Appeal volunteers | Cllr Buchanan | Cllr Buchanan advised this was no longer required. |
| Item 21 iv Finance | To review the Managed Contract Policy To investigate whether the Fidelity Guarantee Level affects the Parish Council. | Cllr Dix The Clerk | Completed and approved Councillors resolved for all funds to be retained with Santander (Refer to Finance item 21 iv) |

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| July Meeting Public Speaking Time 5i Lowering Kerbs | Copies of letters from CWAC and Chester MP to be sent to Cllr Jones to respond | Cllr Jones | Due to Cllr Jones' absence no update was available |
| 10. Local Life | To speak with the printers to discuss reducing costs of Local Life | Cllr Maughan | O/S – refer to item 9 |
| 14. Village Hall | To forward ACRE grants funding information to Cllr Bowden. | The Clerk | Completed. The grant funding provider for the outdoor gym equipment require a progress report |
| 16. Community Speed Project | To speak with PCSO regarding speed signage To take forward speed issue on Main Road with CWAC | Cllr Kitchen Cllr Ward | Being taken forward Refer to item 13 Completed. Refer to item 7 |
| 22. Correspondence | To advise Andrew Bettley that there will be no change to the current arrangements for the locking of the Car Park. The situation will be monitored and reviewed | Cllr Maughan | Completed |

4. Village Police Report

Cllr Maughan read through Village Police Report. He advised there had been a change of staffing with new police officers and PSCO for the area. There is also a change in the format of the report. A survey has been set up “Residents Voice” so the Local Policing Team is aware of the main issues of concern to focus on. There has been investment in forensic property marking kits SelectaDNA which are being offered to households and businesses. This is used to protect property and deter crime. There has been an operational revision to target anti social behaviour and new surgery dates. **ACTION:** Free Forensic Marking Kits to be advertised via face book.

Cllr Maughan advised Councillors of anti social behaviour at 1.30 am in St Mary's Road. This involved the hitting of golf balls into gardens. Cllr Maughan reminded everyone the police must be informed at the time of the offence via 101.

5. Public Speaking Time

No concerns or issues were raised by members of the public present.

6. i Field Update

Cllr Buchanan advised that there are now four cricket teams utilising the pitch with teams wanting to use it next season. A team from Great Barrow is using it alternate weeks. Charges are £50 during the week and £75 on the weekend. These contribute towards field maintenance costs. The standard of the pitch is very high. Waverton FC wishes to hire the pitch every other Sunday and requires agreement from the Parish Council. The club would have to purchase full size goal posts on wheels. Cllr Bowden suggested digital fixtures. Cllr Buchanan asked for the Clerk to check that the cricket teams had paid for the use of the pitches in 2021/22.

Cllr Maughan wished to thank Phil Macready for his efforts on maintaining the field as his work has made a real difference. Cllr Buchanan suggested that towards the end of the year, a thank you gift voucher of £100 be given to Mr Macready in recognition of his work. **RESOVLED:** Councillors agreed for a gift voucher of £100 to be given to Mr Macready. **ACTION:** Cllr Buchanan to purchase the gift voucher for £100.

Cllr Maughan advised Councillors that the tractor required being stored in a shed on the pavilion. There was the suggesting of a shipping crate but this would not be wide enough and may have to be cladded. Councillors considered various options and it was agreed the storage facility would have to aesthetically fit in with the pavilion. **RESOLVED:** Councillors agreed for £5,000 plus VAT to source a storage facility for the tractor.

Cllr Maughan advised that volunteers were required to help with cleaning of the pavilion. He also advised that a broken tree had been chopped back.

Cllr Bowden asked if someone was keeping a watch on the bull rushes on the pond.

ii Pond Development Update

Cllr Maughan provided an update, advising that £10k has been received from the National Lottery Fund towards the Pond Development. A further £2,5k has been received, £2k from Cllr Williams and £500 from a private donation. Cllr Williams has further funds to donate which are not from the normal members funding. With two ward Councillors there is the potential to apply for funds which could be utilised for the tractor and the Parish Council is waiting for confirmation.

7. Parish Councillors Updates

Cllr Willis raised concerns about the collapsed area with St Mary's Road / Church Road junction which was thought to be a sink hole and potholes in Egerton Walk.

Cllr Buchanan advised that the fund raising band night was no longer taking place. As the Parish Council had committed to this and then rescheduled and having cancelled at short notice on a point of principle felt the band should be paid. **RESOLVED:** Councillors agreed for the band to be paid £300.

Cllr Chris Ward advised that he followed up the speed reduction on Main Road. However, he has been advised that the road does not meet the criteria for a reduction.

Cllr Bowden advised Councillors that food bank donations are very slow during this difficult time. She wished to thank the church which has continued to make regular donations. The food bank is spending £1,000 per week in buying in supplies. Matrons from the Countess of Chester Hospital are referring people. Details will be placed on face book and Cllr Maughan agreed to sort out some wordings.

Cllr Bowden advised that the Meadow Food round about and the corner garden have been sorted. However, an area of concern is the alley ways and she has had an informal conversation with Melaine Hughes. Community support is needed from various groups such as school, brownies and Womens' Institute and perhaps the Parish Council can bear in mind buying seeds for planting. Most of the alley ways could be seeded with wildflowers. Cllr Maughan advised the alley ways needs clearing and cutting back. Cllr Ward spoke with Highways and the original request seems to have been lost / ignored. This has been re-raised with Street scene. Cllr Maughan advised a tool to clear moss was required although the Parish Council is unsure who has responsibility for alley ways. A working group is required to undertake the work and Cllr Bowden volunteered to take the lead on this. An article will be included in local life / face book and the website to advise residents of this project and the reasons for its undertaking. **RESOLVED:** Councillors agreed for an assessment to be undertaken first and to allocate £2.5k for machinery and skip hire.

ii. Christmas Trees

Cllr Buchanan advised Councillors that the size of Christmas trees last year had been easier to manage. He proposed to order the same as last year. Four Christmas trees will be purchased, one to be located at The Pump, The Church, Penfold Way and Lower Kinnerton. **RESOVLED:** Councillors agreed to the purchase of Christmas trees on the same basis of 2021.

8. Red Lion – Community Concern

Cllr Maughan advised Councillors that a summary of the feedback from the community concern questionnaires had been submitted to Mitchell and Butlers plc. There has been a meeting with the regional and new area manager and an agenda with a plan of action provided. From discussions there was a commitment to provide a response to The Parish Council. This has not yet been received but followed up on. Cllr Buchanan advised that the Parish Council would not be funding a Christmas tree unless there was a change in its management

9. Local Life

Cllr Willis provided an update advising that he had contacted the previous editor. There was a brief discussion on the distribution of the next edition and it was agreed this would be the second week of November and include the Christmas edition. The content will be sent to Cllr Maughan for review.

10. Lengthsman Services

The Lengthsman advised Councillors the notice boards located at the village shop has been repaired and the one at the field has been removed for repair. Cllr Maughan suggested the car park may require being sprayed with weed killer and blue dye to see coverage and the lengthsman was happy to undertake this.

11. Chicken Sheds

Cllr Buchanan advised Councillors there over the past few months the odour from the chicken farm had not been too bad, however, this has changed in recent weeks. Cllr Bowden advised she had reported the smell and in conversation with a resident from Egerton Walk concerns have been raised on air quality with the resident's air filters being significantly works. Comments were expressed over massive of dust settling over Dodleston but this maybe due to the village being in an agricultural area. Everyone should be mindful of the odour as overtime people can become immune to it. There was the suggestion for an analysis of the filter. Cllr Buchanan stated that one of the mitigation measures to reduce smell was the use of good quality bedding which suppressed the smell. This may now not be the case.

12 Village Hall

Cllr Buchanan advised Councillors that indicative plans have been drawn up for refurbishment / extension of the hall. This has been provided free of charge by a resident. Consensus is required on the option to be chosen. The preschool needs to engage with the Parish Council.

13. Community Speed Project

Cllr Bowden advised Councillors more volunteers were required. She was working with the PCSO on the Speed indicator Signs (SIDs) and in discussion on permanent SIDS.

Cllr Bowden commented that the parking on the corner towards the village shop during school pickup / drop off was an issue and will speak with the PCSO.

Cllr Ward advised CWAC had agreed in principle to reduce the speed limit in Moor Lane from 30mps to 20mph and was read to issue leaflets to residents affected.

17. PROW

Cllr Maughan advised Councillors that he had cleared the Public Rights of Ways.

18. Training Crossing Closures

Cllr Ward advised a Freedom of Information (FOI) request had been submitted on 12 September 2022. Network Rail has 21 days in which to respond. .

19. Balderton Broadband Upgrade Campaign

Cllr Maughan advised Councillors that whilst the Parish Council was supportive of this it was unable to do anything further.

20. Planning Applications

Cllr Maughan provided an update on all planning applications. The application which included the removal of a hedge has been amended with that element removed.

A resident from Lache Lane is unhappy with the footpath from Decoy Farm and the latest application for the Wrexham Road Development. The Parish Council has been asked to revisit some specific areas of this application which Cllr Kitchen undertake over the next few weeks.

21. Finance

i To approve income and expenditure from 5 July to 4 September 2022

RESOLVED: Councillors approved all income and expenditure from 5 July to 4 September 2022.

ii To agree the outturn for 2022/23

RESOLVED: Councillors agreed and approved the outturn for 2022/23

iii To review the Managed Contract Policy

Cllr Dix advised Councillors that he had reviewed the Managed Contract Policy under delegated responsibility. No changes were recommended.

iv To consider opening two further bank accounts – funds to be held below the Fidelity Guarantee Level.

The Clerk recommended that further bank accounts be opened to spread the financial risk of holding funds above the Fidelity Guarantee Level. There was a brief discussion. However, given the issues of setting up bank accounts and considering the risk, Councillors agreed to retain funds with Santander. **RESOLVED:** Councillors agreed for funds to remain with Santander.

v) To agree the purchase of new laptop for the Clerk

The Clerk advised that the current laptop was nine years old and almost obsolete. **RESOVLED:** Councillors agreed for the purchase of a new laptop to the value of £500

vi) To consider the SAAA Central external auditor appointment arrangements 2022-23 to 2026-27

The Clerk advised Councillors that for the external auditor appointment arrangements 2022-/23 to 2026-27, The Parish Council had the option of opting out of these arrangements by appointing its own External Auditor. The Clerk recommended The Parish Council remained with the current arrangements. **RESOLVED:** Councillors agreed to retain the current arrangement in respect of the external auditors' appointment 2022-23 to 2026-27.

Correspondence

i. Email from resident raising concerns with the latest planning application for The Wrexham Road Development (refer to item 20)

ii. Police Commissioners Public Consultation to 28 September 2022

Councillors noted the Police Commissioners Public Consultation