

*Parish Council Office, Vicars Cross Community Centre, Thackeray Drive, Vicars Cross, Chester CH3 5LP*

**MINUTES**

**Monday 17th June 2024**

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| 17.06.01 | **Open Forum:**  There were three members of the public present but no issues were raised. |
| 17.06.02 | **Present:** Cllr Steve Collings, Cllr Julie Felgate, Cllr David Flood, Cllr Jeanette McCartan, Cllr Krissie Myler, Cllr Sam Otter, Cllr John Salt, Cllr Keith Scargill (Chair), Cllr Martin Whiteley  **Apologies:**  Cllr David Barter, Cllr Peter Bulmer, Cllr Rob Herd, Cllr Amanda Miller, Cllr Mark Pearson  **In attendance:** Kath Lloyd, Clerk  Apologies were also received from CWaC Ward Cllr Elizabeth MacGlashan |
| 17.06.03 | **Declarations of Interest:** There were no disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting. |
| 17.06.04 | **PCSO Report:** Councillors noted a report from PCSO Carpenter and expressed concern at the recent break ins at the Christleton Park and Ride Allotments. There was also a request for PCSO presence at the junction of Moorcroft Avenue and Christleton Road as builders’ vans are causing an obstruction. |
| 17.06.05 | **Minutes and matters arising:** Councillors approved the minutes of the last parish council meeting on Monday 20th May 2024, proposed by Cllr Felgate, seconded by Cllr Collings and signed by the Chair. |
| 17.06.06 | **Reports from CWaC Ward Cllrs:**  Cllr MacGlashan had previously sent a report on recent work carried out which had been circulated to councillors. Cllr Collings offered to take any questions but refrained from a report due to the restrictions during the pre-election period. There was a query about the temporary traffic lights at the Peacock pub on Christleton Road which are adding to the congestion caused by the ongoing water works disruption. Cllr Collings responded that emergency repair works cannot always been scheduled but that he would send details of scheduled works. |
| 17.06.07 | **Committee Reports:**the council received reports from Committees, **noted** decisions made and voted on the following recommendations –  **Governance Committee** – Cllr Whiteley reported that no meeting had been held.  **Service Delivery Committee** – Cllr McCartan gave a verbal summary of the meeting, the minutes of which had been circulated prior to the meeting. It had been agreed to spend up to £200 on additional lamp post poppies and Councillors suggested that more prominence be given to locating them along the main roads eg Vicars Cross Road near the garage.  **Strategic Resources** – Cllr Otter presented feedback from the recent meeting and a discussion ensued regarding the safety issues around dogs off the lead on Queens Road field and the recommendations from the Committee. It was agreed that leaflets/flyers and posters should be produced informing dog walkers and others of the council’s intention to fasten the pedestrian gate on Sutherland Way open during the day in order to encourage dog walkers to ensure that their dogs will return on recall or keep them on a lead. There have been a number of national reports of dog attacks and the council agreed that the safety of children and adults was paramount and that the aim should be to trail this over the school summer holidays. Council also agreed that in the future, the field could be included as a “dogs on lead only” area under a by-law but would rather that dog walkers complied on a voluntary basis. |
| 17.06.08 | **Working Party Recommendations:** there had been no working party meetings. |
| 17.06.09 | **Plans for space at Vicars Cross Community Centre:** Cllr Otter asked the council to consider the proposal to employ an architect to draw up plans to convert the current ex-shower room into an additional meeting room at a cost of aprox £3,000. There was a debate over the potential for the space to become a community café in the future but at this stage it was felt that a multi-use room was a step forward and that the community centre manager has constant requests for meeting rooms and office space for hire. Cllr Whiteley proposed that Cllr Otter move forward to seek more quotes and employ an architect/planner at a cost of no more than £3,000 from the Community Centre budget to remodel the existing disused shower space. Seconded by Cllr McCartan, one vote against, one abstention, motion carried by a majority. |
| 17.06.10 | **Projects:**   * Shed Lane tidy up – Saturday 8th June had been attended by CWAC Cllr MacGlashan, 8 volunteers and 4 Parish Councillors * Whites Meadow – Community Picnic planned for Sunday 14th July from 2 – 4pm with face painting, hair braiding, and a coffee van and ice cream van……..it will be used as a more formal consultation event with residents being asked for views on future use of the space. |
| 17.06.11 | **Appointment of Joint Management Committee reps:**It was confirmed that the following  councillors will represent the council on the Caldy Valley Joint Management Committee:  Cllr Peter Bulmer, Cllr Steve Collings, Cllr Rob Herd, Cllr John Salt, Cllr Keith Scargill and Cllr Martin  Whiteley |
| 17.06.12 | **Finance:**  Councillors noted the Finance Report, including the bank reconciliation at the end of May 2024 with no comment. |
| 17.06.13 | **Planning Applications:**   1. Councillors considered the following planning applications since 20th May 2024 and agreed the responses listed:  |  |  |  |  | | --- | --- | --- | --- | | Ref No | Site Address | Proposal | Response | | 24/01372/TPO | 1 Laws Gardens | T1 - Pine tree - request to remove | By 20th June 24 | | -24/01462/ACV | The Centurion Pub | Nomination to list The Centurion as an Asset of community value -to list The Centurion as an Asset of community value - CV613980688 | By 13th June 2024 – letter of support submitted | |
| 17.06.14 | **Casual Councillor Vacancy:**Councillors noted that the Clerk had not received any applications for the role of co-opted councillor. |
| 17.06.15 | **Councillor’s reports and items for future agenda:** no items raised. |
| 20.05.16 | **Date of next meeting:** Monday 15th July at 7pm at Caldy Valley Neighbourhood Centre, Caldy Valley Road, Great Boughton. |

**MINUTES PART TWO – CONFIDENTIAL**

Members of the public were asked to leave the meeting at this point.

Part Two items are confidential and are defined by the Information Commissioner’s Office as containing personal information, information obtained in confidence and/or sensitive commercial interests). More information is contained in the Good Clerk’s Handbook NALC 2017.

<http://www.nalc.gov.uk/library/publications/801-good-councillors-guide/file>

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| 20.05.17 | **Present:** Cllr Steve Collings, Cllr Julie Felgate, Cllr David Flood, Cllr Jeanette McCartan, Cllr Krissie Myler, Cllr Sam Otter, Cllr John Salt, Cllr Keith Scargill (Chair), Cllr Martin Whiteley  **Apologies:**  Cllr David Barter, Cllr Peter Bulmer, Cllr Rob Herd, Cllr Amanda Miller, Cllr Mark Pearson  **In attendance:** Kath Lloyd, Clerk |
| 20.05.18 | **Declarations of Interest:** There were no disclosures of personal and prejudicial interests from Councillors on matters to be considered. |
| 20.05.19 | **Communication:** The Chairman has received a letter of resignation from the Clerk who has given three months’ notice for personal and family reasons. Councillors expressed their support and appreciation to the Clerk and agreed that a small working party would be formed to consider next steps. |
| 20.09.20 | **Date of next meeting:** Monday 15th July at 7pm at Caldy Valley Neighbourhood Centre, Caldy Valley Road, Great Boughton. |