

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

**MINUTES**

**Monday 16th September 2024**

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| 16.09.01 | **Present:** Cllr Steve Collings, Cllr Julie Felgate, Cllr David Flood, Cllr Jeanette McCartan, Cllr Amanda Miller, Cllr Krissie Myler, Cllr Sam Otter, Cllr John Salt, Cllr Keith Scargill (Chair)**Apologies:** Cllr Peter Bulmer, Cllr Rob Herd, Cllr Mark Pearson, Cllr Martin Whiteley**In attendance:**  Sophia Samuel, Deputy Clerk, CWaC Ward Cllr Elizabeth MacGlashan |
| 16.09.02 | **Open Forum:** There were seven members of the public present who raised a number of issues:- Concern about level of litter outside Boughton Village shops on Christleton Road.*Cllr Collings responded that the area is out of Parish boundary and CWaC owned but as a Ward Cllr, Cllr Collings will follow up.*- Concern raised about changes to gate at Queens Road field. - Concern raised dog waste bin on A41 has been removed. *Cllr McCartan responded the bin owned by Canal and Rivers Trust and has been resituated.**-* Discussion regarding perceived lack of dog waste bins with lids*. Cllr Salt requested Clerk contact CWaC on matter*- Overgrown hedges on Caldy Valley Road and dissatisfaction with work carried out. *Cllr Collings responded area is CWaC responsibility, not Parish, and email immediately CWaC if dissatisfied.*- Wild flower at White’s Meadow has not been cut. *Chair noted this is CWaC land.**-* Resident felt *a*pple trees at Caldy Valley Community Centre need pruning*. Cllr Otter to follow up.* |
| 16.09.03 | **Declarations of Interest:** There were no new disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting.  |
| 16.09.04 | **PCSO Report:** No PCSO report this month due to annual leave. *Cllr Salt requested Clerk request PCSO to provide report linked to County lines and affect on children in area after encampment behind Strawberry Field which has now been removed.* |
| 16.09.05 | **Minutes and matters arising:** Councillors approved the minutes of the last parish council meeting on Monday 15th July 2024 and the Chair signed them on behalf of the Council.  |
| 16.09.06 | Reports from CWaC Ward Cllrs:Cllr Collings highlighted key issues, and a written report has now been added in Appendix:* Vandalism inside Shed at Bowling Green on Stocks Lane. Grant may be requested from Parish Council for repairs.
* Sandy Lane play park have requested funds from Ward Councillors Members Budget.
* Local MP is meeting residents in Social Housing to address their longstanding issues. *If Cllrs know any residents in Parish affected, direct them to surgeries.*
* Marbury road sink hole and road closure.
* Canal tow path needs resurfacing, and a petition is being organised.
* Twirl of Hay is rumoured to become kitchen for hotel
* Shed Lane had overgrowth and has been cut back by Cllr Collings and Cllr Pearson
* Caldy Valley Nature Park had sewage leaks from Welsh Water who will clean.
* Flooding at Westwood Road.
* Severn Trent works have identified and moved protected newts delaying works from Sandy Lane, Jubilee field end.
* Dee Banks temporary lights are allowing traffic to move.

CWaC Ward Cllr MacGlashan had circulated a written report prior to the meeting and highlighted key issues:* Litter picking equipment at CoOp, Christleton Road and Spar, Green Lane. *Requested support for litter picks on 13th October at Spar and 17th November at Co-op*.
* Bike rack by Butchers on Christleton Road not fit for purpose but pursuing with Sanctuary Housing. Also bench near planter.
* Beer barrels at Bluestone Bar are allowed throughout the ward and will remain in situ.
* Heath Lane cutting. It is not possible for wildflower due to steep incline and is now cut more infrequently as requires specialist machinery
* Bins at Queens Road Park will be added to CWaC Street Scene app and have QR code so residents can report them.
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| 16.09.07 | **Committee Reports:**Governance Committee – update deferred to part twoService Delivery Committee – - Cllr McCartan asked for attendance at the Great Boughton Awards on 26th September at 6.30pm – 8pm- White Meadow, opposite the notice board will be next Community Clean Up.- A representative from United Reform Church was present and gave details regarding the essential plumbing maintenance that was undertaken during August and requested a grant from the Council on behalf of the Church. *Due to retrospective nature, it was agreed that it could not be decided but will be passed to Governance Committee to discuss further.* |
| 16.09.08 | **Working Party Recommendations:**  None to report |
| 16.09.09 | **Vicars Cross Community Centre:** **16.09.09.01:** Cllr Otter gave a verbal update on electrical works. Functioning flood lights in place but distribution board replacement has raised other issues which are being addressed and close to complete. Hopefully, end of week will have sign off. The resolution of the issues will still be within the agreed financial project budget from 2023/24. **16.09.09.02:** Cllr Otter gave a verbal update on the work undertaken so far to create a meeting room from previous unused showers/storage areas; he has spoken to an architect and the response is that it is feasible and will provide good sized meeting room. Three quotes have been received, varying from £15,000 to £25,000. *Proposal is for Cllr Otter to approach external funding bodies for grants to carry out work and the project is estimated to take 9/12 mths*. |
| 16.09.10 | **Caldy Valley Neighbourhood Centre Car Park:** Cllr Otter gave a verbal update on the progress to repair fire damage to car park caused by resident’s car bursting into flames. Caldy Valley Centre are investigating and will provide feedback.  |
| 16.09.11 | **Queens Road Field:** Cllr McCartan gave update on Queens Road gate being locked open during the day. 6/7 Cllrs attended the park on 4 occasions and spoke directly to residents regarding the change in gate opening. List of public response was complied with official responses with 2 for and 5 against gate opening and on social media 7 for and 5 against. The gate will remain opened on trial until January 2025. Due to concerns of safety with bikes entering park too quickly, Cllr Otter has contacted 3 firms for quotes for an obstructed entry with railings to decrease speeds, the same as in place at Thackeray Drive open field.  |
| 16.09.12 | **Pearl Lane Allotments:** Cllr Otter gave a verbal update to confirm asbestos was found on two areas of the site in August and the Clerk had written to all plot holders informing them and asking them to stay away from the allotments until further information. A full site survey has now been undertaken and awaiting full report. After a lengthy discussion, it was resolved that: *Clerk to email plot holders and inform them that the Allotments are still currently closed due to asbestos presence and that if they enter, it is at their own risk. Legal advice to be taken and Cllr Otter to request quotes for removal of asbestos and present costs to council and Council will then decide further course of action.* |
| 16.09.13 | **Finance:** Councillors noted ***the*** Finance Report, Appendix B, including the bank reconciliation at the end of August 2024 at and approved all payments that fell outside the Clerk’s delegated authority. See Appendix B.- Bin On Bachelors Lane - Councillors noted the operational matter of Bin Removal at Bachelors Lane. A resident had requested it be relocated but on investigation CWaC was unable as pathway too narrow. All residents on Bachelors Lane had been written to informing them that it could be removed but from 38 residents, 10 responses objected to removal. Clerk’s recommendation to Council is to leave in situ as CWaC.Cllr Miller proposed the recommendation, seconded by Cllr McCartan, motion was carried by a unanimous vote.  |
| 16.09.14 | **Planning Applications:** The council considered the planning applications since 17th July 2024 and had no comment on the following applications.

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| *Ref No* | *Site Address* | *Proposal* | *Response* |
| *24/02548/TPO* | *17 Melrose Ave*  | *Weeping Willows (T1 & T2) - Carry out re-pollarding works to maintain the**pollard cycle and therefore the health of the trees and the mitigation of falling**branch risks to the public. The tree will be cut back to the existing pollard points.* | *No comment* |
| *24/02710/TPO* | *2 and 3 Gleggs Close*  | *Sycamore (T1) - Crown reduction to 10m in height and appropriate shaping to* *Sycamore (T1) - Crown reduction to 10m in height and appropriate shaping to enhance the final appearance and natural shape of the tree.* | *No comment* |

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| 16.09.15 | **Casual Councillor Vacancy:** Council agreed that as this item included a vote, it would be moved to part 2. |
| 16.09.16 | **Councillor’s reports and items for future agenda:** 1. Cllr Miller informed the Council the Josh’s Mother (Josh’s Jumps) had passed away. *Clerk to write to family and express appreciation for all she did for community and pass our condolences to family.*
2. Cllr Salt asked to note Vicars Cross Community Centre is a part of Great Boughton Parish Council and not a legal separate entity.
3. Cllr Collins reported that CWaC land opposite the Dulverton Parish land could be cleared by CWaC and taken over to Great Boughton Parish Council. *Cllr Collins will take proposal to Service Delivery Committee*.
4. Cllr McCartan reported Centurian buy back will complete this month
5. Cllr McCartan asked for Councillors to support the Great Boughton Awards Evening on 26th September 2024 AT 6.30pm at Vicars Cross Community Centre
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| 16.09.17 | **Date of next meeting:** Monday 21st October at 7pmGREAT BOUGHTON AWARDS EVENING – THURSDAY 26TH SEPT 6PM \*All meetings start 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.*

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| 16.09.18 | **Present:** Cllr Steve Collings, Cllr Julie Felgate, Cllr David Flood, Cllr Jeanette McCartan, Cllr Amanda Miller, Cllr Krissie Myler, Cllr Sam Otter, Cllr John Salt, Cllr Keith Scargill (Chair)**Apologies:** Cllr Peter Bulmer, Cllr Rob Herd, Cllr Mark Pearson, Cllr Martin Whiteley**In attendance:**  Sophia Samuel, Deputy Clerk |
| 16.09.18 | **Declarations of Interest:** Cllr Scargill declared that he was related by marriage to the recommended Clerk and during the point of order he would excuse himself from the vote. |
| 16.09.19 | **Casual Councillor Vacancy:** Resident Amanda Thomas was coopted to the North Ward vacancy by a vote proposed by Cllr Salt, seconded by Cllr Scargill and motion was carried. |
| 16.09.20 | **Staffing Update:** Cllr Miller reported back to Council from the recent recruitment process for Clerk and Responsible Finance Officer. The recruitment panel unanimously supported the recommendation. Cllr Salt raised the minutes of Huntington Parish Council March 24 Meeting and the comments of the Chair, notes regarding petition and response from CWaC.Cllr Scargill left the room during the vote proceedings.A vote was proposed by Cllr Miller, seconded by Cllr McCartan and the motion was carried, subject to references, that the candidate will be confirmed in post. |
| 15.07.18 | **Date of next meeting:** Monday 21st October at 7.00pm  |

**APPENDIX A – Cllr Collings Report**

Parish report Sept 2024

1, break in and vandalism at bowling green on stock lane,, in touch with PCSO to get cctv camera in place, awaiting response from CWaC ref the contract for the bowling green to see their responsibilities, as it’s a public green, offered to fund form members budget and advised to contact parish for grant, the Cherry Grove bowling club are the main user group and due to the damage have had to request access to other bowling greens for support,

2. Sandy lane play park, update from Cllr MacGlashan as she was leading this, but we have received a request for funding,

3. sign posted resident toward social housing support meetings with MP to try and resolve longstanding issues.

4. request ref the repairs on the city walls, contractors are in place but need signing off as it’s a grade1 listed monument, so the right contractors need to be in place.

5. Sinkhole on Marbury road, not much to add other than the emergency road closure brought a few emails from resident ref what and why and how long, it was completed on time and sinkhole was repaired. The delay was due to the other services underground needed attending to at the same time, so scheduling was the delay,

6. chasing s106 ref canal towpath, John Beckett is trying to raise a petition, hopefully in time for next full council in October, it gives six weeks so should be enough to gain signatures. Also been in context with Canal and rivers trust, confirming details of previous funding and conditions.

7 Twirl of hey, had a few emails ref the drive through planned for the twirl, but not with any basis, I understand the twirl is closing to the public( already has) and going forwardit would be residents only usage,

8. shed lane signage was invisible and hard to pass safely due to overgrown spikey bushes causing public to walk in roadway, now cut back with Cllr Mark Pearson.

9. flooding at caldy valley nature park, sewerage leaking, its Huntington side so Huntington parish council have taken it up.

10. residential flooding, westward road, remedial work was carried out in August, but appears not to have worked, back in touch with highways for resolution.

11. Supporting resident with rehousing , trying to keep them in the area as they have lived here over 40 years and need to move into a bungalow due to multiple health reasons.

12. Severn trent works. Sandy lane, Delayed at the Jubilee field end due to a few reasons, parts supply and protected newts being just 2 of them. Dee banks on temporary light control, seem to be holding up with very few jumping them, traffic seems to be less of an issue than before it was opened.

**APPENDIX B – 10th September 2024**

Finance Report

Bank Balances

Council 11/09/2024 Vicars Cross Community Centre 11/09/2024

Nat West Bank £88.661.68 Bank balance £23,723.79 Jumps Reserve £9401.83

National Savings Account £36,786.38

The following payments and receipts of over £100 have been made under delegated authority since the switch to Lloyds (Bank statements are available on request from the Clerk

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| 10 Sep 24 | VICARS CROSSCOMMU AUG SALARY TXFR | 1,419.22 |
| 10 Sep 24 | VICARS CROSS COMMU SEPT SALARY TXFR | 1,419.22 |
| 10 Sep 24 | PAYROLL PQR SHIRES | 3,902.54 |
| 10 Sep 24 | V BROWN QR GATES | 90.00 |
| 10 Sep 24 | PCROSBY GRDSMAINT | 471.40 |
| 09 Sep 24 | NEST | 88.69 |
| 09 Sep 24 | TESCO MOBILE | 9.19 |

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CASHBOOK RECONCILLIATIONS AT 31st AUGUST 2024

SEE ATTACHED SHEETS

OPERATIONAL UPDATE

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ACTION NEEDED Bin on Bachelors Lane – Clerk received an email from a resident on Bachelors Lane asking for the bin opposite her drive to be moved (email below). The bin was installed by the parish council around 5 years ago in partnership with the school following requests from residents.

Good morning,

For whom it may concern within the council,

I would like to make clear reasons for the re-siting of the dog waste bin

on Bachelors Lane. As a resident opposite the bin (10 meters from my kitchen) I have to endure the regularly overflowing bin and the incumbent smells that this produces. I have also spotted rats in and around the bin which is another massively unwelcome and probably risky situation. I have dog walkers regularly chatting, literally outside my driveway, and it all feels like I am living in a publicly viewable 'walk stop' in front of an open dog latrine.

I have spoken to neighbours who are in agreement that the bin is an eyesore and would be better moved to the bollards and short enclosed walkway that is approximately 100 meters from its current location. It would be more discreet for the dog walkers and would have no visibility from residents’ homes.

I have spoken to the Chester and Cheshire West Council operative who collects the waste and he explained that it is the responsibility of the Parish Council as opposed to Chester Council (As you contract them to clear this particular bin).

I voiced my suggestions to the bin collection operative and he was in complete agreement with my proposals.

Could I ask that this be actioned as soon as is possible

ACTION TAKEN: Clerk wrote to every resident in Bachelors Lane for their views and received the following responses:

38 residents – 8 responses via email, 2 responses via phone calls = all object to removal of bin.

Clerk’s recommendation to Council: Suggested new site for bin is too narrow therefore recommend that bin is left in situ but that CWaC is urged to empty it more regularly.

* Councillors are asked to send a short (3 or 4 lines) biography to the Clerk for the website
* The digitalised book is now on the website – please take a look <https://www.greatboughtonparishcouncil.org.uk/?page_id=1587>
* New website has been launched and new gov.uk emails are now operational – any Councillors needing help with setting emails up on devices, should make an appointment to see the Deputy Clerk.