

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

**MINUTES**

**Monday 21st October 2024**

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| 21.10.01 | **Open Forum:** There were three members of the public present and the following matters were raised: * There is a fallen tree in Shed Lane and the hedges are overgrown

*Cllr Otter will contact the contractor and follow up issue.** A number of dog bins across the area are continually full and on speaking to the contractor, it seems that temporary workers have been unfamiliar with the area and the location of the bins. The resident reported that the situation seems to be improving.
* The highways signs on the mini roundabout at Sainsburys are still not repaired

*Clerk will follow up** Residents in Whites Meadow have purchased “Mind the Hedgehogs” signs – can CWaC contractors be made aware when spraying weedkiller or cutting grass?

*There was a discussion about the need for better liaison between the parish council and CWaC contractors and the need for local residents to understand grass cutting schedules.* *It was suggested that the more residents write to the Director of Transport, Highways and Climate Change, the more effective it would be.* *The Clerk was asked to write to CWaC and complain about the quality of work carried out by grass cutting teams.*  |
| 21.10.02 | **Present:** Cllr Peter Bulmer, Cllr Steve Collings, Cllr Rob Herd, Cllr Jeanette McCartan, Cllr Amanda Miller, Cllr Krissie Myler, Cllr Sam Otter. Cllr John Salt, Cllr Keith Scargill (Chair), Cllr Martin Whiteley**Apologies:** Cllr Julie Felgate, Cllr Mark Pearson**In attendance:** Kath Lloyd, out-going Clerk, Andrew Davies, Clerk |
| 21.10.03 | **Declarations of Interest:** There were no disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting. |
| 21.10.03 | **PCSO Report:** Councillors noteda report from PCSO Carpenter. The Speed Monitoring training held on 8th October had been well received and Cllr Herd has volunteered to label a number of hi viz vests to be used and the items of kit needed will be ordered and made available to CWaC Ward Cllr MacGlashan who is co-ordinating the scheme.  |
| 21.10.04 | **Minutes and matters arising:** Councillors approved the minutes of the last parish council meeting on Monday 16h September 2024 which were signed by the Chair. |
| 21.10.05 | **Reports from CWaC Ward Cllrs: Cllr Collings gave a verbal update on recent activity –** * Cllr Collings has been supporting a resident who has had unpleasant items thrown over her garden fence – the PCSO has been informed and although the resident has asked for gates to be installed, it is not financially viable for CWaC to provide them.
* There have been complaints about the level of litter outside both Spar in Vicars cross and the Co-op on Christleton Road and both shops have been contacted.
* Cllr Collings has had confirmation that the Active Travel Festival will be repeated in the City centre in 2025.
* There have been reports of a motor cycle using the footpath between Becketts Lane and Caldy Valley Road as a short cut – the PCSO has been informed.
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| 21.10.06 | **Committee Reports**: Councillors received a report from the Strategic Resources Committee, noted decisions made and voted on recommendations (minutes from the Committee had been circulated prior to the meeting). Cllr Herd gave a verbal overview and reported the following decision:That the grant application from United Reform Church on Green Lane for £1,000 be approved as the Committee were satisfied that, with the additional information received, the application met the criteria for approval. Proposed by Cllr Herd, seconded by Cllr Miller, motion carried unanimouslyThe following recommendations were agreed by the full council:1. That a budget allocation for Vaughan’s Lane play area is included in next year’s budget
2. The Clerk will take an Asbestos Management Plan and Policy to the Governance Committee on Tuesday 29th October and take legal advice from our insurance team.
3. Cllr Otter will continue to collect quotes for the removal of the asbestos identified.
4. That the Grant Guidelines be reviewed and updated – Clerk to action.

It was also noted that the Council had planned a review of the Committee Structure and this would be on the agenda for the next Governance Committee meeting.  |
| 21.10.07 | **Vicars Cross Community Centre:** **21.10.07.1** Cllr Otter gave an update on the electrical works at the community centre which are almost complete. **21.10.07.2** the Council had a brief discussion about the potential building work at the community centre but agreed that it would need external funding and a long term plan. Deferred to a future meeting.  |
| 21.10.08 | **Queens Road Field:** the Sutherland Way gateway has now been locked open every day for the last month without incident although a concern has been raised that young cyclists may enter and leave the field at speed. There was a discussion about the potential to install barriers that would slow cyclists down however the terrain is very uneven and steep slopes on both sides of the existing pathway would need to be flattened. Cllr Otter reported that initial enquiries had given approximate costs of £4,000 to level and widen the entrance, lay paving and install metal barriers. Councillors discussed using “crush and run” stone instead of paving and whether any action was needed at this stage. Deferred to a later meeting.  |
| 21.10.09 | **Pearl Lane Allotments:** Cllr Otter gave a verbal update on the potential asbestos issue at the allotments and Councillors considered the views shared by CWaC and the National Allotments Association. Deferred to Committees to report back.  |
| 21.10.10 | **Finance**: Council noted the Finance Report, including the bank reconciliation at the end of October2024 Appendix A |
| 21.10.11 | **Planning Applications:** 1. Councillors considered the following planning applications and agreed responses:

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| Ref No | Site Address | Proposal | Response |
| 24/03010/106 | 49 Arkle Crt | Variation of Section 106 agreement - Change the use of the live in housemanagers flat to use by persons of the retired age as detailed in point 5 ofsection 106 of planning application 96/01387/FUL | No comment |
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| 21.10.12 | **Councillor’s reports and items for future agenda:*** Cllr MacCartan reported that the Centurion Community pub has now been bought from the brewery and is now owned by the community. Congratulations to all involved.
* Councillors are urged to let the Clerk have any items for inclusion in next year’s budget as soon as possible.
* Cllr Bulmer reported that the team at Caldy Valley Church and Neighbourhood Centre would love to welcome all Councillors to their 40th Anniversary celebrations over the weekend of 26th and 27th October
* The JMC (Joint Management Committee) of Caldy Valley Neighbourhood Centre are looking for an architect to work with them on the re-design of the front entrance.
* Caldy Valley Neighbourhood Church are submitting their application for a Community Workers (shared across Blacon, the Garden Quarter and Great Boughton) and a letter of support from Great Boughton Council and from the JMC have been included.
* Cllr Bulmer is hoping to start planting more trees on Thackeray Drive field in the week starting 23rd November – more details to follow.
* Cllr Miller asked that the Councils’ thanks be recorded to the Centre Manager at Vicars Cross Community Centre for managing the recent very successful 10th Anniversary weekend.
* Cllr Otter noted that the Council is entering the third year of the tree survey – he and Cllr Bulmer will scrutinise the survey and report back to Council.
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| 21.10.13 | **Date of next meeting:**  Monday 18th NovemberMonday 16th Dec – NO COUNCIL MEETING – COUNCIL DEVELOPMENT SESSIONOLD LAUNDRY CORNER CAROLS BY TORCHLIGHT – FRIDAY 6TH DECEMBER 6.30PM \*All meetings start at 7pm at Caldy Valley Neighbourhood Centre, Caldy Valley Road, Great Boughton. |

**AGENDA PART TWO – CONFIDENTIAL**

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

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| 21.10.14 | **Present:** Cllr Peter Bulmer, Cllr Steve Collings, Cllr Rob Herd, Cllr Jeanette McCartan, Cllr Amanda Miller, Cllr Krissie Myler, Cllr Sam Otter. Cllr John Salt, Cllr Keith Scargill (Chair), Cllr Martin Whiteley**Apologies:** Cllr Julie Felgate, Cllr Mark Pearson**In attendance:** Kath Lloyd, out-going Clerk, Andrew Davies, Clerk |
| 21.10.15 | **Declarations of Interest:** There were no disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting. |
| 21.10.16 | **Casual Councillor Vacancy:**Councillors received an application for the role of co-opted Councillor for the South Ward vacancy and Cllr Scargill proposed that Sian Wilks be co-opted to the role, seconded by Cllr McCartan, motion carried unanimously. |

**APPENDIX A – 18th OCTOBER 2024**

**Finance Report**

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| **Bank Balances**  Council 18/09/2024 Vicars Cross Community Centre 18/10/2024 Lloyds Current Account £78,305.35 Bank balance £22,807.72 Jumps Reserve £9413.40 National Savings Account £36,786.38  The following payments and receipts of over £100 have been made under delegated authority since the 16th September (Bank statements are available on request from the Clerk

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| 14 Oct 24 | VICARS CROSS COMMU TODDLERGRPDONATION |   | 645.00 |
| 14 Oct 24 | PCROSBY GRDSMAINT  |  | 471.40 |
| 10 Oct 24 | UK2 CD 8016 |  | 144.00 |
| 08 Oct 24 | GATELOCKING  |  | 120.00 |
| 08 Oct 24 | PAYROLL PQR SHIRES  |  | 3,950.66 |
| 07 Oct 24 | BERESFORD ADAMS CO | 250.00 |  |
| 07 Oct 24 | AWARDS BUFFET  |  | 131.91 |
| 07 Oct 24 | PQR LTD SHIRES – *bi-annual fee for payroll services* |  | 403.80 |
| 07 Oct 24 | CHESTER HANDBOOKS – *quarterly advert* |  | 117.60 |
| 07 Oct 24 | M LANDSCAPE CONTRA  |  | 356.00 |
| 01 Oct 24 | MAJESTIC WINE CD 8016 – *Awards Evening* | 116.00 |  |
| 30 Sep 24 | SP POPPY SHOP CD 8016 29SEP24 |  | 200.00 |
| 26 Sep 24 | MAJESTIC WINE CD 8016 – *Awards evening* |  | 200.00 |
| 24 Sep 24 | VICARS CROSS COMMU FUN DAY DONATION  | 645.00 |  |
| 24 Sep 24 | PCROSBY GRDSMAINT  |  | 2,828.40 |
| 24 Sep 24 | GATELOCKING  |  | 240.00 |
| 24 Sep 24 | VICARS CROSS COMMU - *Office hire* |  | 200.00 |
| 23 Sep 24 | BURLEYDAM GARDEN CENTRE – *vouchers for Awards Evening* |  | 417.99 |

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**CASHBOOK RECONCILLIATIONS AT 30th OCTOBER 2024**

**SEE ATTACHED SHEETS**

**OPERATIONAL UPDATE**

* Councillors are asked to send a short (3 or 4 lines) biography to the Clerk for the website
* 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.
* Lamp post poppies are now available and volunteers are needed to put them up – please see the Clerk if you can help.
* Remembrance Service on Sunday 10th November is at St Luke’s in Huntington and the Chairman will lay a wreath on behalf of Great Boughton Council. All Councillors are encouraged to attend if possible, either at the Church or at the War Memorial in Huntington afterwards or both.