

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

**MINUTES**

**Monday 18th November 2024**

# PART ONE - PUBLIC

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| 18.11.01 | **Open Forum:** There were no members of the public present. |
| 18.11.02 | **Present:** Cllr Peter Bulmer (Vice Chair), Cllr Julie Felgate, Cllr Rob Herd, Cllr Jeanette McCartan, Cllr Amanda Miller, Cllr Krissie Myler, Cllr Sam Otter, Cllr John Salt, Cllr Amanda Thomas, Cllr Martin Whiteley, Cllr Sian Wilkes  **Apologies:** Cllr Mark Pearson and Cllr Keith Scargill (Chair)  **In attendance:** Kath Lloyd, Locum Clerk and PCSO Jamie Carpenter  \*Apologies also received from CWaC Wrd Cllr Elizabeth MacGlashan and Andrew Davies, Clerk  At this point, the Vice Chair informed the Council that due to health reasons, Cllr Mark Pearson has sent his resignation. Councillors expressed their regret and sympathy and the Clerk will write and thank him for his commitment and hard work.  The Vice Chair then asked permission of Council to move Item 18.11.11 to Part Two due to commercial sensitivity, Council agreed. |
| 18.11.02 | **Declarations of Interest:** there were no new declarations of interest |
| 18.11.03 | **PCSO Report:**  PCS0 Carpenter had circulated his report prior to the meeting and gave a verbal summary and answered questions from Councillors. The recent volunteer speed monitoring was also noted and councillors thanked for their time and efforts – the wisdom of showing faces of councillors on social media was discussed and it was agreed that this would be left to personal preferences. Cllr MacGlashan is currently co-ordinating the scheme and it was noted that there were around 5 or 6 more residents who would be keen to be involved. **Resolved:** Clerk to liaise with PCSO re more training.  *\*At this point, Cllr Salt left the room* |
| 18.11.04 | **Minutes and matters arising:** Cllr Miller proposed that the minutes of the last parish council meeting on Monday 21st October 2024 be approved as accurate, seconded by Cllr Felgate and approved by council.  Councillors were reminded that all lamppost poppies need to be returned to the council office or the Clerk at the end of the month. |
| 18.11.05 | **Public Correspondence:** A member of public has emailed with the following issues:   * There is an open topped concrete bin next to the entrance to the children’s play area at Queens Road Park – this is often full and smelly and is very unpleasant, could it be moved?   Response – CWaC have previously refused to move this bin but the Clerk was asked to request a new bin with an appropriate lid.   * It is often difficult to access the park from Queens Road, could the fencing on the left hand side be removed?   Response – the barrier on the left hand side of the pedestrian gateway on Queens Road is the vehicular gate and therefore cannot be removed. However, the council will make sure that the Grounds Maintenance Contractors understand how important it is to keep the hedge on the right hand side well cut back.  Clerk will respond directly to resident. |
| 18.11.06 | **Reports from CWaC Ward Cllrs:** Cllr MacGlashan had sent apologies and will circulate her report at a later date.  Cllr Collings reported the following:   * Severn Trent Waterworks on Sandy lane look likely to be finished by the end of the year. * Cllr Collings, Cllr Bulmer and the Clerk recently attended a CWaC Highways meeting which was very informative. The Director, Rose McArthur was present and stated that the intention was to hold similar meetings on a regular basis.   *\*Cllr Salt rejoined the meeting*   * Cllr Collings has been dealing with an anti-social behaviour issue which has now been passed to a colleague in Hoole. * There have been parking issues outside the Cherry Orchard pub (in Great Boughton Ward but not in parish) * Thanks to everyone who helped with the recent clean up at Pentland Close, Cllr Collings has received very positive feedback. Sadly, the gate to the play area at Melrose Park has been stolen – issue reported to CWaC. * The parish council contractor has cut back the hedges on Shed Lane as agreed and the green fly tipping there has been reported to CWaC. * There have recently been some interesting discussions between Cllr Collings and Parish Councillor Dave Whitehead who is Chair of Huntington Parish Council regarding the planned traffic lights at Gorse Way. These were part of the original planning permissions when the new housing development was built and must be installed by November 2025 under planning regulations. Great Boughton Council are keen to see these installed as they will regulate the traffic further along Caldy Valley Road, however, there is some opposition from residents and councillors in Huntington. **Resolved:** The Clerk will arrange a meeting with Cllr Whitehead and the Clerk of Huntington Parish Council and invite Cllrs Collings, Bulmer and Salt. * Cllr McCartan thanked Cllr Collings for his efforts to get the empty house on Moorcroft Ave tidied up – it is a noticeable improvement and neighbours are much happier. |
| 18.11.07 | **Committee Reports:** To receive reports from Committees, note decisions made and vote on any recommendations –  **Governance Committee** – Cllr Whiteley gave a verbal overview of the meeting on 29th October and councillors were referred to the minutes of the meeting which had been circulated prior to the council meeting.  **Service Delivery Committee** – Cllr McCartan gave a short verbal overview and referred councillors to the minutes of the meeting which had been circulated prior to the council meeting. Cllr Bulmer thanked everyone for their input to the 40th Anniversary celebrations at Clady Valley Church and Neighbourhood Centre, which had been a great success.  Strategic Resources – No meeting had taken place since the last full council meeting.  **Future Committee meeting dates:**  Strategic Resources Committee – 3rd December 6.30pm Vicars Cross Community Centre  Governance Committee – Tuesday 7th January 6.30pm Vicars Cross Community Centre  Service Delivery Committee – Monday 27th January 6.30pm United Reform Church, Green Lane  [News – Great Boughton Parish Council](https://greatboughtonparishcouncil.gov.uk/news/) |
| 18.11.08 | **Vicars Cross Community Centre:**  **18.11.08.1** Cllr Otter gave an update on the electrical works at the community centre which is in its final stages – work will be completed on 17th and 18th December and has come in under budget.  **18.11.08.2** Councillors considered the grant application by Vicars Cross Community Centre for electrical works being completed in December, which had been circulated prior to the meeting and approved it unanimously. |
| 18.11.09 | **Queens Road Field:** No update on the Sutherland Way gateway, no incidents to report – further review in Spring 2025. |
| 18.11.10 | **Pearl Lane Allotments:**  **18.11.10.1** Cllr Otter gave a verbal update on the quotes he’s received for the removal of the asbestos at the allotments site on Pearl Lane of £1750 or £1980, both would be to remove all asbestos from the site. However, the council could ask for all asbestos at ground level to be removed and the shed roofs encapsulated to make safe at a cost of £1400. The Governance Committee had discussed this and recommended the removal of ALL asbestos but councillors were made aware that this might incur additional costs of relacing allotment holders’ sheds if damaged. Cllr Whiteley proposed the removal of all asbestos on the site, seconded by Cllr Her, motion carried.  There was a further discussion about the need to ensure the least damage to the council’s relationship with allotment tenants and the recognition by councillors that additional costs for compensation/repairs could be incurred during the process. Cllr Felgate proposed that Cllr Otter takes up the lower quotation of £1795 (plus VAT), seconded by Cllr Miller, motion carried.  The long term future of the allotments was referred to the next Strategic Resources Committee meeting.  **18.11.10.2** To discuss request by allotment holder for further skip to assist in removal of previous allotment holder’s material – this issue was not discussed. |
| 18.11.11 | **Grounds Maintenance – moved to Part Two** |
| 18.11.12 | **Finance:** Councillors noted the Finance Report (Appendix A) and that the External Audit report had been returned with no issues.  Councillors received the first draft of the 2025/2026 budget for Great Boughton Council and were asked to feedback questions or suggestions for projects next year to the Clerk and/or Deputy Clerk. There will be opportunities to discuss the budget in detail at the next two committee meetings (dates here [News – Great Boughton Parish Council](https://greatboughtonparishcouncil.gov.uk/news/)) and Councillors were urged to take up these opportunities.  The request for next year’s precept must be submitted to CWaC by the end of January so there will be a vote at the January council meeting – all councillors are asked to be prepared. |
| 18.11.13 | **Planning Applications:**  Site Address: 42 Whites Meadow Great Boughton Chester CH3 5SR Proposal: Additional storey to existing porch and internal alterations to include alterations to windows and doors (following expired approved application 22/00596/FUL) Reference Number: 24/03114/FUL  Cllr Whiteley requested that the Clerk submit a concern about the potential impact on local parking as the garage is being taken out of use. |
| 18.11.14 | **Councillor’s reports and items for future agenda:**   * Cllr McCartan reported that the Centurion Action Group Committee are now distributing share certificates to everyone who took part in the share offer. * Cllr Bulmer reminded Councillors to attend the forthcoming “Vicars Crossing” drama production at Vicars Cross Community Centre on Sat 30th Nov or Sunday 1st Dec. This has been written by a local young creative, partly funded by the parish council and takes a light hearted view of the area. Tickets from the Community Centre or the Clerk. * Cllr Whiteley asked Councillors to note the item regarding the recent developments on the A41/Christleton Road (near Bill Smiths Garage) in the recent CWaC Bulletin.   **ITEMS FOR FUTURE AGENDA:**   1. The long term future of the Pearl Lane allotments 2. New markings on the rear tarmac at Vicars Cross Community Centre 3. Climate Emergency pledge in 2019 – opportunity to engage a student to work with residents/community to move forward |
| 18.11.15 | Date of next meeting:  Monday 16th Dec – NO COUNCIL MEETING – COUNCIL DEVELOPMENT SESSION  Monday 20th January 2025 – Great Boughton Parish Council Meeting  OLD 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 are 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*

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| 18.11.16 | **Present:** Cllr Peter Bulmer (Vice Chair), Cllr Julie Felgate, Cllr Rob Herd, Cllr Jeanette McCartan, Cllr Amanda Miller, Cllr Krissie Myler, Cllr Sam Otter, Cllr John Salt, Cllr Amanda Thomas, Cllr Martin Whiteley, Cllr Sian Wilkes  **Apologies:** Cllr Mark Pearson and Cllr Keith Scargill (Chair)  **In attendance:** Kath Lloyd, Locum Clerk |
| 18.11.17 | **Declarations of Interest:** there were no new declarations of interest |
| 18.11.18 | **Grounds Maintenance Contracts:** Cllr Otter provided an update of review of grounds maintenance contracts and proposed a restructure of current contracts to give a cost saving of around £5k per year. Cllr Thomas seconded the proposal and the vote was carried. |

**Appendix A**

**Financial Report Monday 11th November 20024**

**Bank Balances**

Nat West Reserve £9424.61

Lloyds Current A/C  £70,901.43

National Savings Account £36,786.38

Vicars Cross Community Centre £15,536.28

The following payments and receipts of over £100 have been made under delegated authority since the 18th October 2024 (Bank statements are available on request from the Clerk)

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| Date | Details | In | Out |
| 05 Nov 24 | VICARS CROSS COMMU NOV SALARY | 1,419.22 |  |
| 05 Nov 24 | PAYROLL PQR SHIRES |  | 5,178.20 |
| 05 Nov 24 | M LANDSCAPE CONTRA |  | 458.00 |
| 05 Nov 24 | APEC ENVIROMENTAL |  | 342.00 |
| 30 Oct 24 | GATE LOCKING AT QUEENS ROAD |  | 185.00 |
| 30 Oct 24 | CESTRIAN SIGNS |  | 120.00 |
| 30 Oct 24 | PCROSBY GRDSMAINT |  | 2,828.40 |
| 30 Oct 24 | M LANDSCAPE CONTRA |  | 424.00 |
| 25 Oct 24 | CHESHIRE WEST COMMUNITY LEVY FUNDING | 1,909.37 |  |
| 21 Oct 24 | VICARS CROSS COMMU OCT SALARY TXFR | 1,419.22 |  |
| 21 Oct 24 | VICARS CROSS COMMU INV2021907 |  | 200.00 |
| 21 Oct 24 | PKF LITTLEJOHN LLP |  | 504.00 |
| 21 Oct 24 | LITTERPICKING |  | 132.00 |
| 21 Oct 24 | VICARS CROSS URC 300000001446877341 GENERAL FUND |  | 1,000.00 |
| 21 Oct 24 | VICARS CROSS URC 300000001446877341 GENERAL FUND |  | 1,000.00 |
| 21 Oct 24 | MAINTENANCE 10/24 309192 10 21OCT24 18:35 |  | 157.07 |

**Clerk Report**

Cllrs to consider items and agenda for forthcoming Parish Council Development session on Monday 16th December 2024