

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

**GREAT BOUGHTON COUNCIL MEETING MINUTES**

**Monday, 14th April 2025**

# **PART ONE - PUBLIC**

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| 14.04.01 | **Present:** Cllr Keith Scargill (Chair), Cllr Peter Bulmer (Vice Chair), Cllr Steve Collings, Cllr Julie Felgate, Cllr Jeanette McCartan, Cllr Amanda Miller, Cllr Krissie Myler, Cllr Sam Otter, Cllr Sian Wilkes and Cllr John Salt  **Apologies:** Cllr Rob Herd, Cllr Amanda Thomas, Cllr Martin Whiteley  **Absent:** Cllr David Flood, arrived at 7.21pm  **In Attendance:** Interim Clerk Sophia Samuel, Vicars Cross Centre Manager Claire Smith, PCSO Jamie Carpenter and PC Chris McCue arrived at 7.08pm.  \*At this point, the Chair reported that Amanda Thomas had sent her resignation from her role as councillor. |
| 14.04.02 | **Declarations of Interest:** There were no new declarations of interest. |
| 14.04.03 | **Casual Councillor Vacancy:** An open vote took place where the ballots were handed to the Clerk for a final count. The vote was counted to 9-1 in favour of candidate A. James Reeves was welcomed to the table as a Councillor and signed the Declaration of Acceptance of Office. |
| 14.04.04 | **Open Forum:**  There were no members of public present. |
| 14.04.05 | **PCSO Report:** PCSO Jamie Carpenter & PC Chris McCue presented their report, attached Appendix A.   * Following a theft at Boughton Park & Ride, they will be patrolling and increasing their visible presence. * Cllr Collings asked them to address the dangerous situation of people going Northbound on Vicars Cross Lane, into the road closed section. They agreed to patrol and increase visibility. * Cllr Salt asked about timing of Caldy Road Speed Enforcement which was stated at 9.30am. He informed them that between 4.30-6.30pm is the time most speeding occurs and they agreed to look into it. * Local Speedwatch has been deployed and issued 9 letters from Queens Road. * PC McCue reminded all attending of a free event at Dee Water Grange taking place on 15/04/25 Crime Prevention at Home event. All welcome. |
| 14.04.06 | **VXCC Manager Report:** Claire Smith, VXCC manager, presented on the successful year had by Vicars Cross Community Centre, report attached, Appendix B. A lively presentation with extremely successful user group numbers covering a diverse age range and divers skill sets. Events are consistently sold out and it is a real hub for family celebrations through private bookings. Regular community initiatives and partnerships with other organisations.  Identified areas for future improvement such as roof and floor due to ageing and tennis court and car park lines due to wear and tear.  Due to higher costs, a 5% fee increase was proposed. There has been no increase in fees in the previous year and Claire invited the Councillors to discuss.  Councillors gave varying opinions on whether to differentiate due to postcodes, to differing user groups, to raise to 10% in line with Caldy Valley, to put the increase earlier. Difficulties in administering was raised and keeping the price lower to support the community and in line with neighbouring venues.  The possibility of refurbishing the ex-shower room into a new meeting room was raised. This project was put on hold until external grant funds were gained as the application for the Levelling Up fund was unsuccessful but seen as a potential for the future still.  All Councillors agreed it was an excellent presentation and congratulated Claire for her outstanding performance.  Cllr Jeanette McCartan left at 7.32pm. |
| 14.04.07 | **Minutes and matters arising:**  17.03.11, Cllr Collings had asked CWaC for schedule of work and road closures for the Telephone Mast on Caldy Valley Road Installation, but he had no response to his request.  17.03.06 Cllr Collings had asked Cllr Rob Herd to provide costs for taking Bowling Green from CWaC, but Cllr Herd was absent.  The full council approved the minutes of the last parish council meeting on Monday 17th March 2025 and the Chair signed them on behalf of the council. |
| 14.04.08 | **Reports from CWAC Ward Councillors:** Cllr Steve Collings presented his monthly report, attached Appendix C. Points raised included:   * Assisting with a hedge issue as there is a tree lifelong enforcement that it can go no higher than 8.5m. * Tractor Crash on Vicars Cross Road. 16 affected and no serious injury, but stress and trauma. They are struggling with placing the internal struts to support the building and so the traffic North bound is stopped and will be for possibly 4/5 weeks. * Listed Tram/Bus Stop at Travin Rd/Cherry Rd junction has been refurbished and growth cut back. * Attended Wylde woods retirement village. People have moved in, looking at 5 years to fill all rooms. * Centurian Place – Highways are to put right all damaged by building but the entry system to site at present was dangerous. |
| 14.04.09 | **Committee Reports:** To receive reports from Committees, note decisions made and vote on any recommendations:  **Strategic Resources Committee:** Cllr Otter updated Council on delegated decisions arising:   * Agreed VXCC could purchase a new laptop up to £600 from VXCC account * Agreed 6T of play sand with Cllr Bulmer arranging working party * Agreed new contract for Old Laundry Corner electricity supply * 4 new signs on pedestrian entrances regarding dogs for Thackeray Drive that are being worked upon, |
| 14.04.10 | **Working Party Recommendations:**  **Staffing Working Party** – no recommendations at present. Looking at terms of reference and job descriptions. Cllr commented that amendments to Job Descriptions will have budget implication and may need to be marked against Hay grade, standard local authority system. This was noted.  **Development Meeting Working Party**- it’s aim is to improve efficiency and retention of Councillors with clearer guidelines in an Expectations Document. Cllr Miller reported all feedback was noted and aim was to create an easy reference document detailing what a Councillor is and what is involved for being a good Councillor that could be provided to new Councillors. Discussion took place regarding changes being added to Standing Orders, possibility of new Councillor involvement and the 50% attendance being opposed to once in 6 mths formal requirement of Councillor to attend meetings. |
| 14.04.11 | **Project Updates:**   1. **Community Picnic & Egg Hunt –** Cllr Miller asked for support from Cllrs and good show of attendance for Good Friday, 12-2pm at Queens Road Field. No social media marketing, only posters and banners.   **Action:** Clerk to complete risk assessment and provide for on the day.  All Councillors to take their high vis jackets on the day.  Clerk to provide Cllr Reeves with High Vis jacket.   1. **Quotes for Tree Survey – Delayed due to supplier not being able to provide quote due to holidays.** 2. **Suggestion for Little Free Library application at Old Laundry Corner –** Councillors supported this wholeheartedly. The action required was to allow an application for a library to be placed on Council property and due to nearby little book stalls, the vote was increased to cover all Great Boughton Council Land to give the applicant best chance of securing good location.   **Proposed:** Cllr Scargill  **Seconded:** Cllr Miller  **Vote: All in favour of hosting a Little Free Library on any site of GB Council land.**  Talk then passed to the applicant and maintenance, whether we should ask residents if they would like to apply for role of steward or the VXCC manager take the role.  **Action:** Clerk advised that Cllr McCartan had an applicant and with time scales, pass back to Cllr McCartan to determine whether a steward needs appointing. |
| 14.04.12 | **Grant Applications:** the council considered one grant application received:    **Application from VXCC to support Wellbeing Fortnight at VXCC:** VXXC has applied for £840 grant funding towards a £2,400 spend of the Wellbeing Fortnight. Cllr Felgate stated that she volunteered on last year’s extremely successful Wellbeing Fortnight that led to huge uptake of classes and community involvement.  **Proposed:** Cllr Miller  **Seconded:** Cllr Otter  **Vote: All in favour o**f providing grant to VXCC**.**  **Action:** Clerk to notify VXCC of the success of their grant application and make payment. |
| 14.04.13 | **Finance:** The Clerk noted the finance report, appendix D, which included bank reconciliation at the end of March 2024, current balances and all payments and income over £100. Both GBPC and VXCC had performed within budget for the year, with VXCC making a slight loss due to the extra electrical work but is consistently increasing revenue to match the increasing expenditure.  Earlier in the evening the VXCC manager had noted that growth was held back by capacity, but Cllrs spoke about borrowing in future to possibly finance both the roof and the meeting room to create extra source of revenue. |
| 14.04.14 | **Planning Applications:**   |  |  |  |  | | --- | --- | --- | --- | | *Ref No* | *Site Address* | *Proposal* | *Response* | | *25/00623/FUL* | *4 Moorcroft Court Chester CH3 5JZ* | *Conversion of garage to habitable room with front extension and new porch - Retrospective.* | *No Objections* | | *25/00670/FUL* | *31 Maytree Avenue Great Boughton Chester CH3 5HG* | *Single storey side and rear extension* | *No Objections* | | *25/00617/S73* | *Service Station 2 Vicars Cross Road Great Boughton Chester Cheshire CH3 5NL* | *COU of filling station to retail shop (including removal of canopy & supporting stanchions to provide adequate onsite parking) - Removal of condition 2 (restricting retail use) of permission 6/16950 (amended by 07/1510/S73 and 10/11503/S73) to allow unrestricted use class E of the premises.* | *No Objections* | | *25/00682/FUL* | *24 Heath Lane Great Boughton Chester CH3 5SX* | *Single storey rear extension and replacement rear garage with storage room above.* | *Written response detailed below* | | *25/00738/S73* | *31 Tudor Way Great Boughton Chester CH3 5XQ* | *Variation of condition 2 (plans) of planning application 19/04002/FUL* | *Written response detailed below* |   **Action:** Clerk to write on behalf of Council regarding both Heath Lane, with over 33% increase in footprint, and Tudor Way, very large extension, noting they are extremely concerned about the size of the major extensions and how it will impact flooding in the area due to loss of land. Also, note concerns regarding many extensions are now applying for retrospective or variations as is noted in Tudor Way. |
| 14.04.15 | **Annual Meeting of the Parish (Annual Assembly):** All Council agreed that the Annual Meeting of the Parish would take place at 6pm on Monday, 19th May, immediately preceding the Monthly Full Council Meeting.A Chair’s report will be read, display and refreshments provided.  **Action:** Chair and Vice Chair to investigate ways of enhancing the Annual Meeting |
| 14.04.16 | **Councillors reports and items for future agenda:**  **Cllr Bulmer:** The Climate Change work by local students was a great success culminating in a Presentation which achieved them a first. The Council benefitted from over 300 questionnaires being gathered and emails for 20 residents who would like to be part of an emerging group on this issue.  **Cllr Miller:** Makers and Menders, the new sewing group at VXCC, designed to share skills, upcycle and as an anti-poverty scheme is beginning on Wednesday and is free for first 4 weeks as a trial.  **Action:** Clerk to send Cllr Collings a digital version of leaflet to digitally share.  **Cllr Wilkes:** Next week is a further meeting regarding the Caldy Valley Community Café and the hiring of a barista machine and training. The first date is Saturday, 3rd May, there are no charges but donations and providing cakes and croissants etc. They are taking donations of tables and chairs and Cllr Reeves noted that the Peacock had cleared their garage and had furniture for free collection in their carpark.  Action: Cllr Bulmer to attend go to Peacock and check for suitable furniture.  **Cllr Otter:** Asked for inclusion of the Grant form for next Full Council meeting to discuss the amendment or clarification of Council position on supporting local churches and their communities in light of changes to Local Government Act 1984.  **Action:** Clerk to provide all Councillors with legislation change information prior to next Council meeting where Grant form will be discussed.  **Cllr Collings:** Regretfully, he must withdraw from attending Dee Banks Community AGM due to political elections. Cllr Bulmer will still attend.  **Action**: Cllr Collings will write and inform secretary |
| 14.04.17 | **Date of next meeting:**  Monday 19th May 2025    \*All meetings start at 7pm at Caldy Valley Neighbourhood Centre, Caldy Valley Road, Great Boughton. |



**Appendix A:**

**Great Boughton Parish Council**

**PCSO report– 12/3/25 – 11/4/25**

**Crime update –**

**(The monthly crime reports update will include information relevant to the local residents.)**

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| **Burglary** | **9/3 – Becketts Lane – No items taken** |
| **ASB** | **17/3 – Dee Banks – Youths in garden**  **1/4 – Hare Lane -  Quad bike reported**  **1/4 – dee Banks – Youths reported** |
| **Suspicious Activity** | **24/3 –Caldy Valley Road – Vehicle reported**  **24/3 – Caldy Valley Road – Vehicle blocking fire exit** |
| **Criminal Damage** | **14/3 – Caldy Valley Nature park – dog on dog bite**  **1/4 – Dee Banks – Fence damaged** |
| **Theft** | **18/3 – Boughton Park/ride – Battery and charger taken**  **14/3 – Caldy Valley Road -Shoplift**  **20/3 – Tarvin Road -Shoplift**  **21/3 - Caldy valley Road – Shoplift**  **25/3 – Caldy Valley Road - Shoplift** |
| **Speed enforcement** | **8/4 – Caldy valley road** |
| **Community surgery** | **10/4 – Grosvenor Manor Care Centre** |

**Please email me –** [**jamie.carpenter@cheshire.police.uk**](mailto:jamie.carpenter@cheshire.police.uk) **or speak to the Parish Council.**

Kind regards,

PCSO Jamie Carpenter 23540

**Appendix B:**

A list of events and activities

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Appendix C: Cllr Steve Collings Report

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Appendix D: Finance Report

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