

KINGSLEY PARISH COUNCIL

MINUTES OF THE MEETING OF KINGSLEY PARISH COUNCIL HELD IN THE KINGSLEY COMMUNITY CENTRE ON TUESDAY

21 June 2016 at 7.30pm

Present: Councillor S Billows
Councillor J Cliff
Councillor D.Crossley
Councillor D Fletcher
Councillor C.Jones (Chairman)
Councillor D.Moores (Vice Chairman)
Councillor C.Pownall
Councillor G.Warburton
Councillor R Wilson

In attendance: Mrs J Preston (Clerk)

MEETING No 2

REF.	DISCUSSION	ACTION
16/10 2	Apologies for Absence Councillor Crane Councillor Outram Councillor Fifield	
16/10 3	Minutes of the Meeting held on 17 May 2016 The Minutes of the meeting held on the 17 th May were approved and signed by the Chairman as a true and correct record.	
16/10 4	Matters Arising None	
16/10 5	Declarations of Interest Register of Interests: Councillors are reminded of the need to update their register of interests and the need to disclose both the type of interest and its nature.	
16/10 6	Chairman's Remarks Cllr Moores spoke of the Open Day and hopes that people will come along to the afternoon event, 2 July 1230-5pm, at the Kingsley Playing Field which is the official opening of the new Outdoor Gym Equipment.	
16/10	Opportunity for Public to raise issues	

7	<ul style="list-style-type: none"> • Mcdyre Planning Consultants represented Mr J Woodhouse who wishes to open a paint spray business alongside Whartons Garage. Plans were shown to the Council who would consider the planning application in the usual manner once received from Cheshire West and Chester Council. • Mr John Liggins asked the Council whether Kingsley Parish Council held a Social Media Policy. Councillor Billows explained that Kingsley Parish Council did have a Draft Social Media Policy. As Kingsley Parish Council are hoping to have their own website in due course this policy is one of many that are being updated in readiness for the website. <p>Councillor Moores thanked Mcdyre Planning Consultants, Mr Woodhouse and Mr Liggins for attending the council meeting and bringing their points to the attention of the Council within the allotted time.</p>	
16/10 8	<p>Planning Issues</p> <hr/> <p>1. Council TO NOTE the Planning decisions made by the Borough Council.</p> <p>16/01675/FUL Willow Cottage Norley Road Kingsley APPROVAL</p> <p>16/01947/FUL Hollygate Barn Norley Road Kingsley APPROVAL</p> <p>15/04033/LBC Castle Hill Farm Waterloo Lane Kingsley APPROVAL</p> <p>16/01443/FUL Mayberene The Cross Kingsley APPROVAL</p> <p>2. APPLICATIONS FOR CONSIDERATION</p> <p>Councillor Warburton declared his interest in planning application 16/02086/FUL and took no part in the discussions.</p> <p>16/02086/FUL Orchard End Farm Depmore Lane Kingsley Proposed replacement dwelling. Needed further inspection and Information on previous history of planning decisions on this site before the Council could make a decision. Councillor Crossley to investigate and inform the Council of his findings before the 29 June 2016 (date for response).</p> <p>16/02179/FUL 117 Top Road Kingsley Proposed single storey extension and alterations to rear of existing dwelling NO OBJECTIONS</p> <p>16/02319/FUL Lower House Farm Kingsley Road Kingsley Manège for private use NO OBJECTIONS</p> <p>3. APPEAL BY None</p>	DC

	<p>There was a discussion as to how the planning applications should be reviewed in the future. Councillor Crossley will be undertaking planning training in July and has agreed that once trained he will assess the planning applications prior to the plans being discussed by all Councillors at the council meetings.</p> <p>RESOLVED THAT Planning applications will be discussed and decided upon at future meetings of the Parish Council and that Councillor Crossley will assess the applications prior to the Council meetings once he has received training.</p> <p>Councillor Billows informed the Council that a neighbouring fence has been installed in Westbrook Road opposite Smithy Lane which is at least 2 metres high. It was advised that the Parish Clerk would seek advice from Cheshire West and Chester Council regarding the fencing to ascertain whether any action is required.</p>	JP																																															
16/10 9	<p>Finance</p> <p>(a) To agree the following payments and sign cheques:</p> <table data-bbox="502 929 1244 1332"> <tr> <td>SUEZ (Bin emptying)</td> <td>27.97</td> <td>2790</td> </tr> <tr> <td>J Preston (first aid kit)</td> <td>21.74</td> <td>2791</td> </tr> <tr> <td>BT</td> <td>25.94</td> <td>DD</td> </tr> <tr> <td>A Walker (june pay)</td> <td>180.78</td> <td>2793</td> </tr> <tr> <td>J Preston (june pay)</td> <td>256.21</td> <td>2794</td> </tr> <tr> <td>HMRC (june tax)</td> <td>109.40</td> <td>2795</td> </tr> <tr> <td>Midshires (may)</td> <td>255.98</td> <td>2796</td> </tr> <tr> <td>J Preston (archiving cupboard)</td> <td>298.80</td> <td>2797</td> </tr> <tr> <td>C Jones (Banner & Licence Act)</td> <td>51.00</td> <td>2798</td> </tr> <tr> <td>Medcare (Firework Display)</td> <td>500.00</td> <td>2799</td> </tr> <tr> <td>Bouncy Castle</td> <td>204.00</td> <td>2800</td> </tr> </table> <p>Invoices paid prior to the meeting:</p> <table data-bbox="502 1478 1149 1624"> <tr> <td>Mid Cheshire</td> <td>Cancelled</td> <td>2786</td> </tr> <tr> <td>J Preston (Chair Award)</td> <td>50.00</td> <td>2787</td> </tr> <tr> <td>Mid Cheshire</td> <td>Cancelled</td> <td>2788</td> </tr> <tr> <td>Mid Cheshire April</td> <td>183.98</td> <td>2789</td> </tr> </table> <p>(b) To note payments received:</p> <table data-bbox="502 1736 1181 1769"> <tr> <td>DT Turner Internment</td> <td>75.00</td> </tr> </table> <p>(c) To discuss salary increases for the General Assistant and Clerk</p> <p>After discussion it was agreed that both the General Assistant and the Parish Clerk should receive the pay increases as published by the National Joint Council for Local Government Services in May</p>	SUEZ (Bin emptying)	27.97	2790	J Preston (first aid kit)	21.74	2791	BT	25.94	DD	A Walker (june pay)	180.78	2793	J Preston (june pay)	256.21	2794	HMRC (june tax)	109.40	2795	Midshires (may)	255.98	2796	J Preston (archiving cupboard)	298.80	2797	C Jones (Banner & Licence Act)	51.00	2798	Medcare (Firework Display)	500.00	2799	Bouncy Castle	204.00	2800	Mid Cheshire	Cancelled	2786	J Preston (Chair Award)	50.00	2787	Mid Cheshire	Cancelled	2788	Mid Cheshire April	183.98	2789	DT Turner Internment	75.00	
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	<p>2016. These new pay scales for both Point 10 and Point 18 apply from 1 April 2016. Proposed by Councillor Jones and seconded by Councillor Fletcher and Councillor Billows.</p> <p>RESOLVED THAT the General Assistant and Parish Clerk be paid the new pay scales backdated to 1 April 2016.</p> <p>(d) Financial Regulations to be reviewed.</p> <p>The Financial Regulations were reviewed by Council and the following amendments made:-</p> <p>3.4 The Clerk may incur expenditure on behalf of the Council, which is necessary to carry out any repair replacement, or other work which is of such extreme urgency that it must be done at once, whether or not there is any budgetary provision for the expenditure, subject to a limit of £250.00. The Clerk shall report the action to the Council as soon as practicable thereafter. (<i>£ sign added to the figure 250.00</i>).</p> <p>4.1 All accounting procedures and financial records of the Council shall be determined by the RFO as required by the Accounts and Audit Regulations 2003 as amended. <i>Changed from 1996 to 2003.</i></p> <p>5.5 Direct Debit or Standing Order Payments as agreed by the Council to be drawn on the Council's bankers and organised by the RFO. <i>New Point</i></p> <p>RESOLVED THAT the above changes be made to the Financial Regulations</p>	JP
16/110	<p>Borough Councillor Remarks None</p>	
16/111	<p>Playing Field Report Firework Display (Kingsley Explosion) Medicare are holding a bonfire and firework display on 29 October 2016 on Kingsley playing field for the parishioners and the Parish Council agreed to donate £500 towards the event. Councillor Fletcher is to hold a meeting with Medicare to discuss arrangements for the event. The Outdoor Gym Equipment area to be taped off on the night. A risk assessment is required. RESOLVED THAT the Kingsley Parish Council will donate £500 towards the cost of the Firework Display.</p> <p>Kingsley Parish Council is to undertake a tree management survey on the playing field in consultation with Cheshire West and Chester Council and should take place by October this year. The aim of the survey is to identify any dangerous, dead, dying or diseased trees in the playing field with a view to their removal. Mersey Forest have offered helpful advice and informed Councillor Fletcher of</p>	DF

	<p>the publication ‘Common Sense Risk Management of Trees’. Once estimates have been received it would be hoped that any necessary work will be carried out during the winter months. Councillor Fletcher to report on progress made to the next meeting.</p> <p>Councillor Jones reported that plans were now well under way for the Open Day on 2 July and requested that everyone who can be available on the day come along to offer assistance. Grass cutting and general tidying of hedges and footpaths to be undertaken prior to the event. A Banner has been produced and will be displayed in the village. Neighbours closest to the playing field will be advised of the event and possible parking issues, though Stewards will be in place to resolve any problems. The event will be formally opened at 1230 by Councillor Eleanor Johnson of Cheshire West and Chester Council. Leaflets have been delivered around the village and a working party is in the process of organising the various activities taking place during the afternoon. Kingsley Community Association produced the leaflets free of charge which was much appreciated by the Council. Councillor Moores thanked Councillor Jones for all her hard work in organising the Open Day and was sure it would be a great success</p>	<p>DF</p> <p>ALL</p>
16/112	<p>Cemetery Report Councillor Warburton reported some issues regarding strimming of the grass within the cemetery. A meeting will be arranged between Councillor Warburton and the contractors in order to clarify the work required; Councillor Moores requested he be kept informed of the situation.</p>	GW
16/113	<p>Transport/Highways Town Farm Quarry. Councillor Pownall produced a letter signed and agreed by Kingsley, Acton Bridge and Crowton Parish Councils and addressed to the Principal Planning Officer at Cheshire West and Chester Council. The main concern of the Councils is the amount of HGV Tipper traffic through the three villages. Also it was requested that there is a clear agreement between Chester and Cheshire West Minerals Planning Services and the operators with regard to the amount of material available for extraction and the amount of restorative material to be imported. It is hoped a reply to these and other concerns would be received in due course. The next meeting of the working group is on 4 July 2016.</p> <p>Councillor Vickers informed the Council that Cheshire West and Chester Council are marking out the parking bays around the Community Centre in preparation for the provision of extra spaces as from 22 June 2016.</p> <p>Councillor Vickers to investigate car parking in Hollow Lane in order to ascertain the purpose of the parking.</p>	DV
16/114	<p>Footpaths Councillor Moores said it is hoped that some of the wooden step stiles can be replaced with metal kissing gates. Councillor Moores is liaising with Cheshire West and Chester and a local farmer with regard to any funding and help that would be available and after further consultation it is hoped that some of the stiles will be replaced over the coming twelve months.</p>	DM

16/115	<p>Asset Register/Insurance Owing to illness Councillor Billows was unable to spend as much time as she hoped on the Council's Asset Register. However she is continuing to update the Register and will report further at the July meeting once she has spoken to other Councillors regarding items on the Register.</p>	SB
16/116	<p>Neighbourhood Plan Councillor Pownall informed the Council of the pros and cons of producing a Neighbourhood Plan. Councillor Pownall recommended that the Councillors look at the Cheshire West and Chester website regarding Neighbourhood Plans which is very informative. Councillor Pownall will arrange for Cllr Peter Tavernor, who has been involved with a similar plan for Tarporley, to speak to the Council at the September meeting.</p>	ALL CP
16/117	<p>INEOS Meeting Councillor Pownall and Councillor Warburton attended the INEOS meeting in May and presented a summary paper to the Parish Council of the information supplied. INEOS hold exploration and extraction licences regarding shale gas extraction in an area of Cheshire which includes Kingsley Parish. INEOS expressed willingness to engage with local communities and to talk to the local Parish Councils and hold public meetings if they were to start operations in the area. The first action to be taken would be 3-D seismic surveys; at the moment no information is available as to whether any such action will be undertaken in Kingsley Parish. Councillor Pownall and Councillor Warburton will continue a watching brief on this issue.</p>	CP/GW
16/118	<p>General Assistant Councillor Moores and Councillor Warburton reported that the new documents applicable to the General Assistant are now in use as required.</p>	
16/119	<p>The Cross Landscaping Councillor Moores presented a paper with regard to improving the area around The Cross on the pharmacy side of the road. Various suggestions were made, such as removing the green bollards and replace with wooden shorter posts, replacing the present planters and replanting, extending the present grassed verge. Firstly ownership of the area has to be confirmed and planning requirements investigated. Councillor Moores and Councillor Pownall will take the matter forward and report back to the Council in due course.</p>	DM/CP
16/120	<p>Planting Raised Bed Outside St Johns School Catherine Tweedy approached Councillor Moores saying that she would like to add some of her own plants to the raised bed outside of St Johns School, this offer was gladly accepted by the Council. It was proposed by Councillor Billows, seconded by Councillor Jones and Councillor Pownall that a payment would be made to Ms Tweedy which was unanimously agreed by the Council although she originally said she was quite happy to plant up the border without payment.</p> <p>RESOLVED THAT a budget be made available to Ms Tweedy of between £50-75</p>	

	for planting up the raised bed outside St Johns School.	
16/12 1	<p>Donation to KNVI</p> <p>The Parish Council had previously donated funds to KNVI towards the upgrading of the tennis courts. However as KNVI were very successful in receiving other funding not all the Council money was required for the tennis courts. Therefore a request was made by KNVI Committee that the amount not spent on the tennis courts was used on other projects at the Institute. Councillor Pownall proposed that the monies should remain available to the KNVI, seconded by Councillor Fletcher and Councillor Billows and this was unanimously agreed by Council.</p> <p>RESOLVED THAT monies donated to the KNVI for the purpose of upgrading the tennis courts and not now required for that purpose can be used on other projects.</p>	
16/12 2	<p>Correspondence Received</p> <p>Cheshire West and Chester had issued a questionnaire inviting Parish Councils to inform them of any sports facilities required within the parish, Councillor Jones has responded.</p> <p>Elizabeth Batey has emailed her thanks for being presented with the Chairman's Award saying she was surprised but very delighted to receive the Award and appreciated the garden vouchers.</p>	
	Meeting closed at 9.37pm	

Signed:.....

Dated:.....