

KINGSLEY PARISH COUNCIL

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

21 February 2017 at 7.30pm

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

In attendance: Mrs J. Preston (Clerk)

MEETING No 9

REF.	DISCUSSION	ACTION
17019	Apologies for Absence Councillor S Billows	
17/020	Minutes of the Meeting held on the 17th January 2017 The Minutes of the meeting held on the 17 th January were approved and signed by the Chairman as a true and correct record.	
17/021	Matters Arising The Clerk said that unfortunately the Chairman was not among those invited to attend the Buckingham Palace Garden Party in May 2017.	
17/022	Declaration of Interests Councillor Jones declared an interest in 17/025 Neighbourhood Plan Councillor Warburton declared an interest in 17/025 Planning Application 17/00198/OUT	
17/023	Chairman's Remarks As we have a very busy Agenda the Councillors were asked to keep as succinct as possible during the meeting. As Councillor Moores will be standing down from his position as Chairman in May and the present Vice Chairman has stated he	

	would be willing to serve as Chairman. Councillors were asked to begin thinking now about whether they would wish to be considered for the post of Vice Chairman.	ALL
17/024	<p>Opportunity for Public to raise issues</p> <p>Mr Adams, Secretary of North Cheshire Branch of CAMRA, gave a short talk on Assets of Community Value (ACV). The talk was mainly on the position of registering public houses as an asset of community value although any building with perceived community value can be registered. CAMRA protects the heritage of public houses and over many years have become influential in their field with good communication avenues with Government. Once a relevant type of building has been registered as an ACV, it basically removes ‘the permitted development’ rights to change use of the building thus allowing the local planning authority and the community or parish council to have more influence in deciding its future. CAMRA have a legal team and would be able to offer help and support (at no cost) to the Parish Council if it decided to pursue this further. The collection of evidence to prove community value is the most important aspect of trying to remove ‘the permitted development’ rights. The Chairman thanked Mr Adams for his interesting talk saying the Council would discuss the matter further.</p> <p>PCSO Copcsyk attended the meeting. He had received complaints about dogs running loose within the playing field and said he and his colleague PCSO Flanagan would patrol the playing field as often as possible. However, he admitted it was a difficult issue to enforce. For anyone with concerns about any problems within the village he asked that members of the public ring the police on 101.</p> <p>The Parish Council thanked him for attending and agreed to provide him with details of the discussion about dogs on the playing field that will take place later in the meeting.</p>	
17/025	<p>Planning Issues</p> <p>1. Council TO NOTE the Planning decisions made by CWAC:</p> <p>16/05436/FUL Manor Cottage Hillfoot Lane Kingsley APPROVAL</p> <p>16/05165/FUL Cowslips Pike Lane Kingsley APPROVAL</p> <p>16/05249/FUL 2 Westbrook Road Kingsley APPROVAL</p> <p>2. APPLICATIONS FOR CONSIDERATION</p> <p>17/00198/OUT Orchard End Farm, Depmore Lane Kingsley</p> <p>This was an outline application and it was agreed that we could not offer support at this stage due to the lack of details provided with the application. The Council agreed to submit a response setting out various concerns and thoughts that ought to be considered as and when further details are submitted.</p> <p>17/00306/FUL & 17/00307/LBC Castle Hill Farm Waterloo Lane Kingsley</p>	

	<p>Change of use of redundant barn, to single residential use with integral garaging, ancillary to main Farmhouse APPROVED</p> <p>17/00037/S73 Rose Cottage Norley Road Kingsley</p> <p>Variation of Condition 2 (approved plans) of planning permission 11/05340/FUL to allow changes to materials and position of garage APPROVED</p> <p>b) Neighbourhood Plan. The Council discussed the matter of producing a Neighbourhood Plan for Kingsley. It was agreed that further information was needed before a decision could be taken so we would invite an expert from Cheshire Community Action to talk to the Council at their meeting in April.</p> <p>ACTION: Clerk to invite a representative from Cheshire Community Action to attend the April Council meeting.</p> <p>c) Conservation Area Update. Councillor Pownall reported back on recent information received from the Conservation Team at CWAC. CWAC are looking to review conservation areas in some villages and intend to publish a schedule by the end of 2017, setting out timescales for the reviews. Kingsley will be included and the review will look at conservation areas, listed buildings and tree preservation orders. Councillor Pownall will invite representatives from the Conservation Team to come to a future meeting of the Council to talk about the approach they would be taking and to understand how we could assist with their work. . Councillor Pownall also suggested that it would be appropriate to establish a Working Group to help feed into this process and ensure that comments from residents are taken into consideration and stakeholders are involved in the process</p>	<p>JP</p> <p>CP</p>																															
17/026	<p>Finance</p> <p>(a) To agree the following payments and sign cheques:</p> <table data-bbox="507 1346 1150 1675"> <tr> <td>Suez</td> <td>£39.97</td> <td>2875</td> </tr> <tr> <td>BT</td> <td>£28.47</td> <td>D/D</td> </tr> <tr> <td>Scottish Power</td> <td>£29.96</td> <td>2876</td> </tr> <tr> <td>ChALC H&S Training</td> <td>£35.00</td> <td>2877</td> </tr> <tr> <td>J Preston mileage</td> <td>£ 8.55</td> <td>2878</td> </tr> <tr> <td>Woodhouse Ltd</td> <td>£255.60</td> <td>2879</td> </tr> <tr> <td>A Walker Feb salary</td> <td>£192.24</td> <td>2880</td> </tr> <tr> <td>J Preston Feb salary</td> <td>£322.36</td> <td>2881</td> </tr> <tr> <td>HMRC Feb Tax</td> <td>£128.60</td> <td>2882</td> </tr> </table> <p>(b) To note payments received:</p> <table data-bbox="507 1749 1310 1861"> <tr> <td>Blackwells Headstone</td> <td>£ 75.00</td> </tr> <tr> <td>CWAC (CLLR Oultram) Members Budget (noticeboards - playing field & cemetery)</td> <td>£1000.00</td> </tr> </table>	Suez	£39.97	2875	BT	£28.47	D/D	Scottish Power	£29.96	2876	ChALC H&S Training	£35.00	2877	J Preston mileage	£ 8.55	2878	Woodhouse Ltd	£255.60	2879	A Walker Feb salary	£192.24	2880	J Preston Feb salary	£322.36	2881	HMRC Feb Tax	£128.60	2882	Blackwells Headstone	£ 75.00	CWAC (CLLR Oultram) Members Budget (noticeboards - playing field & cemetery)	£1000.00	
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17/027	<p>Borough Councillor Remarks</p> <p>None</p>																																

17/028	<p>Playing Field Report</p> <p>Mid Cheshire Landscapes has provided a very clear schedule that sets out when they will be carrying out work on the playing field and Public Rights of Way in 2017/18.</p> <p>Councillor Fletcher had received three quotes for the work to be carried out on the trees within the playing field. Treefellers Ltd were confirmed as the contractors to carry out the work.</p> <p>Proposed by Councillor Fletcher Seconded by Councillor Crane Unanimously agreed.</p> <p>RESOLVED THAT Council would accept Treefellers Ltd quotation for works on the trees in the playing field.</p> <p>Councillor Fletcher agreed to inform Treefellers Ltd of Council's decision. The Clerk would write to the unsuccessful bidders to confirm Council's decision.</p> <p>Woodhouse Ltd (electrical contractors) had replaced the bulbs in the lights but one was still not working. Councillor Fletcher agreed to contact Woodhouse Ltd regarding work still required.</p> <p>Councillor Jones reported that as the quotes for any new play equipment in the playing field would be in the region of £20,000 she would need to start applying for additional grant funding. She also informed the Council that she would contact CWAC in order to try and secure the S106 monies of £3,248.</p> <p>Councillor Jones had applied to Councillor Oultram's Members Budget for £1000 towards the cost of two new noticeboards, one for the Playing Field and one for the Cemetery. She was pleased to report that the application had been successful and would proceed with ordering the noticeboards. Formal thanks would be given to Councillor Oultram by the Clerk.</p>	<p>DF JP</p> <p>DF</p> <p>CJ</p> <p>CJ JP</p>
17/029	<p>Cemetery Report</p> <p>Councillor Warburton reported that he was still waiting to hear from N Mort regarding starting work on the floor of the Boardroom.</p> <p>Councillor Warburton informed Council that Marion Crossley was preparing a plan / new design for the new cremation plot area for consideration at the next Council meeting.</p> <p>Councillor Warburton also reported that the redundant tin shed will also be demolished to allow for more space for the cremation plots and that its removal will be included in the cost of the proposed works.</p> <p>Both the interior and exterior of the Boardroom will be painted in due course once quotations have been received.</p>	<p>GW</p> <p>GW</p>

	<p>The old Painting of the Cemetery Plots, that has been hung in the Boardroom for many years, has been removed (due to damage caused by damp), and will be relocated and on public view inside St Johns Church for safekeeping.</p> <p>Marion Crossley has also agreed to prepare a design for landscaping the area around the War Memorial to improve access to the memorial and make the grassed area more attractive. The plans to be considered at the Council’s next meeting.</p> <p>The Clerk will contact the Scouts to enquire as to whether items from the Boardroom may be stored within the Scouts Hut whilst the refurbishment works are carried out.</p>	<p>GW</p> <p>JP</p>
17/030	<p>Transport/Highways Town Farm Quarry</p> <p>Councillor Pownall reported very little progress regarding Town Farm Quarry. The operators are challenging CWAC’s site survey which could mean an extension of the time period for extraction and restoration. The councils concerned have decided to investigate what conditions the Environmental Agency has imposed on the site. There will be a further meeting once feedback has been received from Cheshire West and Chester.</p> <p>Halton Curve Councillor Pownall attended a meeting called by the Mayor of Frodsham along with other Councillors from various councils within the area to discuss the Halton Curve project. Unfortunately no recognition of parking needs has been included in the plans to date and it is felt that parking will become an issue in Frodsham and the surrounding villages once the Halton Curve project is completed. Various options are being discussed including the introduction of car parking charges and restricting vehicles to stay for a maximum of 2 hours. Kingsley PC made several suggestions including the possibility that local train/bus operators be approached to schedule a bus service from outlying villages in harmony with the train timetable.</p> <p>The next meeting is on the 16th March and will be attended by a representative from Kingsley Parish Council.</p>	<p>CP/DC</p>
17/031	<p>Community Fund Update</p> <p>Four applications have been received by groups applying for a Community Fund Grant (Kingsley Garden Club, Kingsley Scout Group, Kingsley Youth Group and Kingsley Youth Theatre Group).</p> <p>All four bids were assessed by the Council’s Community Fund Working Group in accordance with the Details of Scheme and Operation as received by all applicants. The working group was not able to reach consensus on all of the bids and a report setting out initial recommendations was presented to the Council.</p> <p>After much discussion about the merits of each bid and the level of funding that should be awarded, a vote was taken in relation to each application.</p>	

	The applicants will be informed of Council's decision no later than the end of March and payments made no later than the end of April.	
17/032	<p>Newsletter Funding</p> <p>Consideration was given by Council as to whether to make a contribution towards the KCA newsletter. An approach was made to KCA seeking clarification on how the newsletter is currently funded and whether any contribution was needed at this time. Council duly received a response giving Council the information that the newsletter has a healthy surplus thanks to support from advertising.</p> <p>It was felt that owing to the other many demands on the Council's budget, the Council would not, in this instance, offer any funding towards the newsletter. If future funding is required then it was agreed that KCA should be directed to apply via the Community Fund.</p> <p>Proposed by Councillor Moores Seconded by Councillor Fletcher Unanimously agreed</p>	
17/033	<p>Frodsham Wind Farm Funding Update</p> <p>Councillor Wilson has not been able to contact Stephen Snowdon of Peel Energy with regard to any funding that may be available for Kingsley from the Frodsham Wind Farm Community Fund. Councillor Wilson will report back to Council if he manages to progress the matter.</p>	
17/034	<p>Complaints Procedure</p> <p>The Clerk produced a Draft Complaints Procedure for discussion by the Council.</p> <p>The adoption of a complaints procedure will assist in demonstrating that the Parish Council is determined to conduct its business in a fair and equitable manner and in the event that complaints arise, the Council will attempt to resolve them expeditiously and efficiently by correspondence or discussion</p> <p>The adoption of the policy was proposed by Councillor Jones and seconded by Councillor Fletcher and unanimously agreed.</p> <p>RESOLVED THAT the Complaints Procedure be adopted by the Council as at 21 February 2017.</p>	
17/035	<p>Christmas Display</p> <p>Councillor Moores stated that all Christmas lights have been removed from the trees. Two light connectors will also require replacing. Councillor Moores requested that new lights and the two connectors be purchased which was agreed by Council.</p> <p>Proposed by Councillor Moores Seconded by Councillor Fletcher Unanimously agreed</p>	DM
17/036	<p>KNVI Trustees Report</p> <p>A very informative report was received by Kingsley & Newton Village Institute</p>	

	<p>(KNVI). A considerable amount of hard work by the Committee and others had improved both the financial situation and the numbers of people enjoying the vastly improved facilities. Kingsley Parish Council wish to congratulate the Committee on their success in turning round a difficult situation and are confident that the KNVI will continue to be an important community asset to Kingsley and Newton.</p> <p>The Clerk will write to thank KNVI Trustees for their report.</p>	JP
17/037	<p>KTI Formal Acknowledgement Kingsley Council wish to formally thank Kingsley Transition Initiative (KTI) for their fantastic work in and around the community over several years. It is disappointing that KTI is being disbanded but was pleased to accept the generous offer of any remaining KTI funds subject to them being able to be added to the newly established Community Fund.</p> <p>The Clerk will write to KTI and inform them of the decision and to discuss the future transfer of any funds.</p> <p>Proposed by Councillor Pownall Seconded by Councillor Wilson Unanimously agreed</p>	JP
17/038	<p>Village Car Parking Working Group The Village Car Parking Working Group (VCPWG) has been set up with Councillor Crossley and Councillor Pownall appointed jointly as Chairman and Councillor Billows as Vice Chairman.</p> <p>The first meeting was held in February 2017 and the long term goal of the VCPWG Group is to consider all available options to improve long and short term parking in Kingsley. The VCPWG will consist of no fewer than three elected Parish Councillors and specialists and members of the community will be invited to assist with the work as required. Meetings will be monthly, the next meeting being 8 March, any decisions relating to expenditure and tender will be made by full Council.</p>	
17/039	<p>Correspondence Received a) Lord Mayor of Chester Invite Frodsham Mayor Invite</p> <p>Both invites were discussed by the Councillors but no one was available to attend so both Offices will be informed by the Clerk.</p> <p>b) Controlling dogs on the Playing Field Dog control issues arose after the agenda for the February meeting had been issued. However, owing to the rather urgent email received by the Clerk and a Councillor, about dogs running loose within the playing field and causing distress and discomfort to other users of the field (particularly children), it was decided that the matter should be discussed at this meeting with a further more detailed discussion to take place at the next full meeting of the Council. PCSO Copcsyk</p>	JP

	<p>had already informed Council that he had received a complaint and would be patrolling the playing field when possible. It was agreed that the problem was not unique to our playing fields and that it was a difficult issue to resolve effectively given that the field is used by different types of users. Various ideas were discussed from better messaging, clear information, formal restrictions and perhaps even providing a dedicated area where dogs would be allowed to run off the lead, all of which have their strengths and weaknesses. As no decisions could be made without the item being on the Agenda, it was decided to include this item on the March Agenda.</p> <p>In the meantime, it was agreed that the Clerk and Councillor Cliff would work together on preparing a short, polite notice in the Kingsley Newsletter raising this issue and reminding people about their responsibilities as dog owners and the walking of dogs in the playing field.</p>	JP/JC
	Meeting closed at 10.30pm	

Signed:.....

Dated:.....