

KINGSLEY PARISH COUNCIL

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

18 April 2017 at 7.00pm

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

In attendance: Mrs J. Preston (Clerk)

At 7.00pm the Chairman presented the cheques to the four groups who had successfully been awarded funding from Kingsley Parish Council's first Community Fund. The Gardening Club, the Scouts , Kingsley Youth Group and the Youth Theatre Group. An article with photos will be placed on the village website and will also appear in an issue of Frodsham Life, showing the presentation and giving some information about the Council's Community Fund.

Following the presentation, Richard Thresh of Cheshire Community Action discussed Neighbourhood Plans (NP) with the Council. The Council invited Richard to attend so that it could better understand the process and purpose of NP's before making a decision on whether to support the production of a NP for Kingsley. Richard said that it would be at least a two year process and a vital element of any such plan would be involvement of the whole community. A Steering Group is usually set up at the start of the process that would include representation from the wider community and the most successful are those which are not 'Parish Council' led. Richard suggested that Kingsley are in a better position than most in that they produced a Parish Plan in 2012 which covered some of the steps required to produce a NP, and which also demonstrated an interest within the wider community. Whilst the Parish Plan is a very useful document, Richard reminded the Council that it is not a statutory planning document and lacks the status that a NP would have. NP can influence future development and growth within an area, as its focus is primarily on land use matters (i.e. design, type of development etc) and is something that the local planning authority must take into account when considering future development. The first step towards producing a NP, would usually be the setting up of a community event and survey to find out what interest and support there would be for a NP after which a decision would be made to go forward or not. Mr Thresh stated that if a NP procedure should begin shortly then it could influence Cheshire West and Chester Council's Local Plan II. There is now concrete confidence that NPs are influencing planning decisions, though evidence is vital in order to support the policies. Funding is available to help communities produce their NP's . Richard concluded by summarising the 3 key questions that need to be considered before deciding whether to produce a NP:

- Why does the parish want to produce a NP ?
- Are there specific development or planning issues / pressures facing the village that need to be addressed via a NP ?
- Is there a commitment from the wider community to get involved ?

Cheshire Community Action are a not for profit consultancy and would be able to help at each step including the setting up of an initial community event to establish interest within the parish.

The Chairman thanked Richard Thresh for all the information and answering the councillors questions. The Council would discuss Neighbourhood Plans at the next council meeting in May.

MEETING No 11

REF.	DISCUSSION	ACTION
17/056	Apologies for Absence Councillor S Billows Council D Fletcher	
17/057	Minutes of the Meeting held on the 21st March 2016 The Minutes of the meeting held on the 21 st March were approved and signed by the Chairman as a true and correct record.	
17/058	Matters Arising None	
17/059	Declaration of Interests Councillor Crossley declared an interest in the Cemetery Report 17/066.	
17/060	Chairman's Remarks Councillor Moores reminded the Council that he is stepping down as Chairman at the May meeting. The present Vice Chairman has stated he would be willing to serve as Chairman. Councillors were therefore asked to consider whether they would wish to be considered for the post of Vice Chairman. Councillor Moores had recently spoken with a planning consultant from the Co-op who had asked to attend the next council meeting, so will be invited to do so by the Clerk. Councillor Moores also understands that a planning consultant has been appointed to look at another area of land within the village, and that they wish to meet with the Chair and Vice Chair for an initial discussion. The Chair will meet and report back to the next meeting.	ALL JP DM

17/061	<p>Opportunity for Public to raise issues A member of the public raised the matter of access to the graves in the ‘extension’ at the Cemetery. He had difficulty in accessing his wife’s grave after stepping off the main path, where he felt that the grass surface was undulating and unstable. He requested that a new hard surface (i.e. concrete or paving slabs) be laid to make the ground more level.</p> <p>The Chairman explained that this matter had been raised at the previous council meeting. It was decided that the cemetery had always been managed with main paths and then a mown grass surface between all the plots, it would not be appropriate to begin to introduce new areas of hard standing to each grave, and that it would set a precedent if an exception was made for one plot. However, it was agreed that Councillor Warburton would look at the specific area of concern to see, if with the assistance of Mr Austin, the General Assistant, the ground could be levelled in order to make it safer.</p>	GW																														
17/062	<p>Planning Issues</p> <p style="text-align: center;">1. Council TO NOTE the Planning decisions made by CWAC:</p> <p>17/00198/OUT Orchard End Farm Depmore Lane Kingsley Replacement dwelling APPROVAL</p> <p>17/00520/FUL The Homestead Norley Rd Kingsley Single storey rear extension APPROVAL</p> <p>17/00562/FUL 7 Highbank Rd Kingsley 1st floor extension to rear APPROVAL</p> <p>17/00532/S73 The Croft Mill Lane Kingsley Removal of Condition 3 APPROVAL</p> <p style="text-align: center;">2. APPLICATIONS FOR CONSIDERATION</p> <p>17/000829/S73 & 000575/S73 Variations Town Farm Quarry</p> <p>Comments forwarded to Planning as deadline before the April meeting.(copy circulated)</p>																															
17/063	<p>Finance</p> <p style="text-align: center;">(a) To agree the following payments and sign cheques:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">BT office phone</td> <td style="width: 20%; text-align: right;">£ 28.61</td> <td style="width: 20%; text-align: right;">D/D</td> </tr> <tr> <td>Payroll Services D Malley</td> <td style="text-align: right;">£102.00</td> <td style="text-align: right;">2897</td> </tr> <tr> <td>A Walker April Salary</td> <td style="text-align: right;">£192.44</td> <td style="text-align: right;">2898</td> </tr> <tr> <td>J Preston April Salary</td> <td style="text-align: right;">£322.56</td> <td style="text-align: right;">2899</td> </tr> <tr> <td>HMRC April Tax</td> <td style="text-align: right;">£128.40</td> <td style="text-align: right;">2900</td> </tr> <tr> <td>Suez Cemetery Bins</td> <td style="text-align: right;">£ 39.97</td> <td style="text-align: right;">D/D</td> </tr> <tr> <td>Sunrise Gardens Grass cuttings</td> <td style="text-align: right;">£230.00</td> <td style="text-align: right;">2901</td> </tr> <tr> <td>Treefelleers Tree Maintenance</td> <td style="text-align: right;">£570.00</td> <td style="text-align: right;">2902</td> </tr> <tr> <td>CHALC Sub 2017-2018</td> <td style="text-align: right;">£551.95</td> <td style="text-align: right;">2903</td> </tr> <tr> <td>SLCC Sub 2017-2108</td> <td style="text-align: right;">£ 93.00</td> <td style="text-align: right;">2904</td> </tr> </table>	BT office phone	£ 28.61	D/D	Payroll Services D Malley	£102.00	2897	A Walker April Salary	£192.44	2898	J Preston April Salary	£322.56	2899	HMRC April Tax	£128.40	2900	Suez Cemetery Bins	£ 39.97	D/D	Sunrise Gardens Grass cuttings	£230.00	2901	Treefelleers Tree Maintenance	£570.00	2902	CHALC Sub 2017-2018	£551.95	2903	SLCC Sub 2017-2108	£ 93.00	2904	
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	<p>(b) Invoices paid prior to the meeting:</p> <table> <tr> <td>Youth Theatre Group</td> <td>£500</td> <td>2893</td> </tr> <tr> <td>Gardening Club</td> <td>£400</td> <td>2894</td> </tr> <tr> <td>Scouts Group</td> <td>£1000</td> <td>2895</td> </tr> <tr> <td>Youth Group</td> <td>£750</td> <td>2896</td> </tr> </table> <p>(c) To note payments received:</p> <table> <tr> <td>VAT Refund</td> <td></td> <td>£2307.38</td> </tr> <tr> <td>Mears & Jackson FD Internment of Ashes</td> <td></td> <td>£75.00</td> </tr> </table> <p>(d) To approve the End of Year Accounts to 31st March 2017 (copy circulated)</p>	Youth Theatre Group	£500	2893	Gardening Club	£400	2894	Scouts Group	£1000	2895	Youth Group	£750	2896	VAT Refund		£2307.38	Mears & Jackson FD Internment of Ashes		£75.00	
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17/064	Borough Councillor Remarks None																			
17/065	<p>Playing Field Report</p> <p>Councillor Jones produced a report ‘Dog Control at Kingsley Playing Field’ in response to the previous complaints relating to dogs running loose in the field. During the preparation of the report it had been discovered that the playing fields already have byelaws covering the control of dogs in place. These were introduced by Vale Royal BC and have since been adopted by CWAC. The existing byelaws are as follows:</p> <ul style="list-style-type: none"> • Dogs excluded from the young children’s play area • Dogs on leads on all other areas of the field • Dog fouling is an offence <p>Having taken advice from Cheshire West & Chester (CWAC), Councillor Jones reported that due to changes in legislation, CWAC will be looking to review and possibly re-write the existing byelaws as Public Space Protections Orders (PSPOs) which they could then legally enforce.</p> <p>Several ideas were discussed - erecting new signs at the children’s play area and at each entrance to the field to remind people of their responsibilities, having tether posts and even asking a dog warden to visit the village. After much discussion Council decided that it was important to seek views of the community so that it can be fully represented when CWAC begin their review of existing byelaws. It was agreed that in due course, the Council would organise a consultation (using the Kingsley News, website and facebook page) in order to establish the views of the local community.</p> <p>It was also proposed to place a short article in the village newsletter and for it to be posted on the village website to inform every one of the current byelaws in place on the playing fields. Signage will also be placed on the children’s play area fencing stating ‘Childrens Play Area – No Dogs Allowed’.</p>	CJ/JP																		

	<p>Proposed Councillor C Pownall Seconded Councillor Moores Eight agreed One against</p> <p>Councillor Moores thanked Councillor Jones for producing the report about a subject on which there are strong feelings. The matter will continue to be discussed at future meetings of the Parish Council.</p> <p>RESOLVED THAT an article be placed on the village website and in the newsletter and that a consultation will take place involving the whole community.</p>	
17/066	<p>Cemetery Report The Chairman invited Mrs Crossley (a qualified landscape architect) to report on the plans she had kindly produced for the Council with regard to allocating a new area for cremation plots in the ‘extension’ at the Cemetery and also the proposed refurbishment of the War Memorial. After looking at the two plans for the cremation plots, Council decided unanimously on the plan which included a grass path leading between the plots which would extend along the fence to the left of the present graves. The design would also feature a ‘Garden of Reflection’ in the centre of the path. The design would require the removal of the unused shelter and one tree. The scheme would create up to up to 80 cremation plots with a maximum of 3 urns being able to be buried within each plot. Councillor Warburton would obtain quotes ready for the next meeting.</p> <p>It is hoped that the War Memorial could be refurbished in time for the 11th of November 2018 in remembrance of the end of WWI. A new landscaped area around the base of the War Memorial with breaks to allow for four sandstone paths leading up to the war memorial itself. The grass that surrounds the memorial would be replaced by gravel.</p> <p>Councillor Moores would share the design with representatives from various groups and organisations within the village to get their views and Councillor Jones would investigate as to what funding may be available for the refurbishment of the war memorial.</p> <p>Nick Mort would be replacing the floor in the Boardroom during the first week of May. Councillor Warburton to request for volunteers as required, to assist with the removal of the items from the Boardroom to the garage at the Scouts Hut.</p> <p>KDE’s cost for installing heating in the Boardroom is £235 + VAT. Councillor Warburton asked Council to approve this cost which was agreed.</p> <p>Proposed by Councillor D Crossley Seconded by Councillor R Wilson Unanimously agreed.</p> <p>RESOLVED THAT heating be installed by KDE as above.</p>	<p>GW</p> <p>DM/CJ</p> <p>GW/ALL</p>
17/067	<p>Transport/Highways Middle Lane</p>	

	<p>Cheshire West & Chester (CWAC) produced a letter for the residents of Middle Lane and the surrounding area regarding on-going parking and traffic concerns. Residents were asked to respond to two initiatives, a Parent Charter which aims to reduce congestion and conflict outside the school and a proposal to make Middle Lane a one way road. Any comments to be forwarded to CWAC by 31 May. The councillors discussed the one way system and would inform Councillor Vickers of their views who would then bring these comments to the next meeting in May, although the general consensus at the meeting was that it is not really necessary.</p> <p>Town Farm Quarry Councillor Pownall reported that the Council's comments objecting to the planning applications relating to a further revision of the approved restoration plan for the Quarry are now on the Cheshire West & Chester website. However, unfortunately it does look as though more material will be brought on site. Councillor Pownall will be attending the next meeting of the other parish councils concerned, later this week.</p>	ALL
17/068	<p>Car Parking Working Group A meeting had taken place with the Bursar at St John's School to discuss the results of the recent car parking survey and to explore options for helping to make parking by parents and teachers safer and more convenient for all. It was agreed that there would be a short one week trial (from 8 May) where the school will ask all parents and teachers to use the car park at the Community Centre to see what impact that would have on all concerned.</p> <p>The working group will continue to work through its list of actions, one of which was to make further investigations into the ownership of the car park and land at the community centre. Councillor Moores and Vickers would speak to KCA and others in order to try and establish who owns and has responsibility for the land in question.</p>	DM/DV
17/069	<p>Correspondence Received A publication had been received from Cheshire Playing Fields Association enquiring as to whether Kingsley Council would wish to subscribe to the association. Councillor Jones will study the publication to see if joining the association would be of assistance to Kingsley Parish Council.</p> <p>There had been email communication from PCSO N Flanagan regarding picking of daffodils from the verges in the village. He was not sure of the Council's views. The Council confirmed that they had been part of the community led initiative to plant the bulbs a few years ago and that it is illegal to pick such cultivated plants, irrespective of whether the land is owned by the local authority or not. The Council were disappointed by this selfish behaviour as the bulbs were planted for the benefit and enjoyment of all those living in the village. However, the Council agreed that in the interests of continuing to foster and grow the strong community spirit that already exists within in the village, it would be nice to organise a further bulb planting event to replace those that have been removed and plant more in other parts of the village.</p>	

	<p>Unfortunately owing to operational reasons neither of the PCSOs could attend the April Council meeting and gave their apologies.</p> <p>Councillor Warburton had emailed the Clerk to say he was concerned as to the whereabouts of the Deeds to the Playing Field which he believes are held at Nat West Bank. As the Frodsham branch is closing in October 2017 the Clerk will investigate if the Deeds are still being held by the Bank.</p>	JP
	Meeting closed at 9.59pm	

Signed:.....

Dated:.....