

KINGSLEY PARISH COUNCIL

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

21 November 2017 AT 7.00PM

Present: Councillor S. Billows
Councillor J. Cliff (Vice Chairman)
Councillor D. Crossley (Chairman)
Councillor J Dean
Councillor A Dedman
Councillor D Fletcher
Councillor C. Jones
Councillor D. Moores
Councillor D Molyneux
Councillor R. Wilson

MEETING No 6

REF.	DISCUSSION	ACTION
	<p>Opportunity for Public to Raise Issues PCSO Neil Flanagan reported that the Frodsham Police have now moved to the Fire Station Building in Frodsham. Neil and Jon are now based in Frodsham which means Kingsley is a formal part of their rounds which includes Helsby, Frodsham and Kingsley Ward. They will be holding their next surgery at Gibsons Mill 2pm on the 19th December. Meanwhile to contact the police for non urgent queries please contact them on 101.</p>	
	<p>Presentation by Tim Viney of Atlantic Geometrics (AG) Mr Viney presented AG's proposal for digitally mapping Kingsley Parish Cemetery. The presentation illustrated how they would proceed with digitally plotting and mapping the Cemetery. At present all the Parish Council records for the old and new cemetery are in paper format.</p> <p>Atlantic Geometrics proposal would:</p> <ul style="list-style-type: none">Create a digital map of the cemeteryScan and digitilise the existing paper registerPhotograph headstones in both old and new cemeteriesPlots trees and buildings all to be shown on the digital mapLink the above togetherTraining for the Parish Clerk on using the online system. <p>Once the system is set up and training has been completed, the Clerk will be able to add any extra features to existing plots and be able to add any new graves, headstones etc.</p>	

	<p>The system would be available for any member of the public who may wish to look for family graves to access the system and find a specific grave by inputting the name or other details of those for whom they are searching.</p> <p>It was thought that St John's Church may be interested in having their cemetery digitally mapped. It was considered that should St John's be unable to fund this the Parish Council may consider funding the survey subject to the additional costs to be provided by AG over and above the cost of the Parish Council cemetery. The Clerk will speak to the Curate of St Johns who is responsible for the mapping of the Church's cemetery, which is at the moment in paper format.</p> <p>The initial cost of digitally mapping the Parish Council cemetery and providing training would be £1600. This cost would increase if the Cemetery at St John's Church was included. Further discussions will take place at the December Council meeting.</p>	JP
17/156	Apologies Councillor G Warburton	
17/157	Minutes of the Meeting held on 17 October 2017 The minutes of the meeting held on 17 October were approved and signed by the Chairman as a true and correct record.	
17/158	Declaration of Interests 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. Councillor Jones declared an interest in item 17/166	
17/159	To record: Co-option of Councillors. Councillor John Dean, Councillor Alex Dedman and Councillor David Molyneux were appointed to the Council following interviews on 6 November 2017. During the meeting Councillor Crossley welcomed the three new councillors to Kingsley Parish Council.	
17/160	<p>Planning Issues</p> <p>a) Council to NOTE the Planning decisions made by Cheshire West & Chester Council</p> <p>None</p> <p>b) To Consider applications received and reviewed by the Planning Working Group:</p> <p>Brookside Farm Chapel Lane Kingsley 17/04490/FUL OBJECTION New portal framed agricultural building</p> <p>72 Beech View Road Kingsley 17/04499/FUL NO OBJECTION First floor side and single storey rear extension</p>	

	<p>Westbrook Hollow Lane Kingsley 17/04305 Conversion of farm building to 4 dwellings & farmhouse to 2 dwellings NO OBJECTION</p> <p>Higher Heyes Amendment 17/02356/FUL OBJECTION 4 one bedroom, 6 two bedroom, 5 3 bedroom properties PLANNING DECISION DUE 5.12.17</p> <p>Dodsley Farm Beech Lane Norley 17/04581/PDQ Request various conditions to be considered Change of use from agricultural building to dwelling house</p> <p>6 Highbank Rd Kingsley 17/04430/FUL NO OBJECTION Ground floor extension and first floor side extension</p> <p>Appeal Delamere Forest APP/A0665/W/17/3185481 No new Comments Re-organisation of existing visitor facility and erection of 67 timber holiday cabins.</p> <p>Kingsley Parish Council decided to wait for the revised application regarding Dodsley Farm before making further comments.</p> <p>Discussion took place regarding Delamere Forest and the appeal against the decision of Chester West and Council to refuse to grant planning permission. Previously Kingsley Parish Council had No Objection to the re-organisation of the visitor facility and erection of 67 timber holiday cabins. Council stated that ‘they do not wish to make any other comments except those already made’.</p> <p>Councillor Moores reminded the Council that all planning comments must focus on strict planning matters and not be side tracked by such things as personal views about an application.</p> <p>Councillor Crossley reported on the present situation regarding the development of the old Horseshoe Pub into the new Co-operative Store, reading from an email sent to the Parish Clerk by Sam Miller of Langdale Developments declared that:</p> <p><i>‘There are still a few planning conditions to be passed by CWAC and they are pre commencement conditions. One main one was contaminated land re the garage next door that sold petrol in the past. The report came back this week as all clear, so that now out of the way. Prior to the minor planning items being agreed they hope to get on with outside work, such as removing the single extension, an old shed, removing the slabs etc, preferably that will be done before Christmas. They are also waiting on the gas and electric companies to disconnect the power. Once final planning approved for the minor matters they hope the shop to be up and running by next May.’</i></p>	
--	---	--

17/161	<p>Finance</p> <p>(a) To agree the following payments and sign cheques</p> <table border="0"> <tr><td>Sunrise Gardens</td><td>Sept</td><td>£230.00</td><td>2967</td></tr> <tr><td>S Nicholls (St John's Garden)</td><td></td><td>£ 80.00</td><td>2968</td></tr> <tr><td>ICO Data Protection</td><td></td><td>£ 35.00</td><td>2969</td></tr> <tr><td>J Preston Nov salary</td><td></td><td>£303.98</td><td>2970</td></tr> <tr><td>HMRC Tax</td><td></td><td>£ 76.00</td><td>2971</td></tr> <tr><td>Scottish Power Cemetery Elec</td><td></td><td>£ 25.80</td><td>2972</td></tr> <tr><td>Parish Council Websites Deposit</td><td></td><td>£287.70</td><td>2973</td></tr> <tr><td>Proludic</td><td></td><td>£202.22</td><td>2974</td></tr> <tr><td>Sunrise Gardens Oct Rem Day</td><td></td><td>£345.00</td><td>2975</td></tr> <tr><td>RBL Poppy Wreath</td><td></td><td>£100.00</td><td>2976</td></tr> <tr><td>BT Office Telephone</td><td></td><td>£ 27.98</td><td>D/D</td></tr> <tr><td>CHALC Good Cllr Guides</td><td></td><td>£22.50</td><td>2977</td></tr> <tr><td>DD Forestry</td><td></td><td></td><td>2978</td></tr> <tr><td>Wicksteed Playgrounds Insp.</td><td></td><td>£108.00</td><td>2979</td></tr> </table> <p>(b) Invoices paid prior to the meeting None</p> <p>(c) To note payments received Blackwells B Wilding Headstone £75.00 Veolia Trust Fund Play Equipment £10,659.00 Councillor Crossley thanked Councillor Jones for her hard work in obtaining the funding from Veolia Trust.</p> <p>(d) To receive Quarterly Statement to 31st October and Bank Reconciliation Council received the Quarterly Statement and Bank Reconciliation to 31st October 2017.</p>	Sunrise Gardens	Sept	£230.00	2967	S Nicholls (St John's Garden)		£ 80.00	2968	ICO Data Protection		£ 35.00	2969	J Preston Nov salary		£303.98	2970	HMRC Tax		£ 76.00	2971	Scottish Power Cemetery Elec		£ 25.80	2972	Parish Council Websites Deposit		£287.70	2973	Proludic		£202.22	2974	Sunrise Gardens Oct Rem Day		£345.00	2975	RBL Poppy Wreath		£100.00	2976	BT Office Telephone		£ 27.98	D/D	CHALC Good Cllr Guides		£22.50	2977	DD Forestry			2978	Wicksteed Playgrounds Insp.		£108.00	2979	
Sunrise Gardens	Sept	£230.00	2967																																																							
S Nicholls (St John's Garden)		£ 80.00	2968																																																							
ICO Data Protection		£ 35.00	2969																																																							
J Preston Nov salary		£303.98	2970																																																							
HMRC Tax		£ 76.00	2971																																																							
Scottish Power Cemetery Elec		£ 25.80	2972																																																							
Parish Council Websites Deposit		£287.70	2973																																																							
Proludic		£202.22	2974																																																							
Sunrise Gardens Oct Rem Day		£345.00	2975																																																							
RBL Poppy Wreath		£100.00	2976																																																							
BT Office Telephone		£ 27.98	D/D																																																							
CHALC Good Cllr Guides		£22.50	2977																																																							
DD Forestry			2978																																																							
Wicksteed Playgrounds Insp.		£108.00	2979																																																							
17/162	<p>Borough Councillor Remarks</p> <p>Councillor Oultram confirmed that, as at today's date, Higher Heyes planning application is due to be heard at the Cheshire and West Council Planning Committee meeting on 5 December 2017. A councillor from Kingsley Parish Council will present a statement to the meeting describing the Objection of the Council to the Higher Heyes planning application.</p> <p>Councillor Oultram reported that unfortunately yellow blips are not now to be painted on the kerb outside the present Co-operative Store.</p> <p>Councillor Oultram confirmed that there were still funds remaining in his Members Budget Fund for 2017/18. He is currently looking for eligible community projects to apply before the deadline of end January. Councillor Jones will apply for funding regarding digitally mapping the Cemetery from this Members Budget Fund.</p>	CJ																																																								
17/163	<p>Playing Field Report</p> <p>Councillor Jones presented her report on the Playing Field New Play</p>																																																									

	<p>Equipment. Following a Kingsley Facebook survey of residents to ascertain what new items of play equipment would be preferred, the following three items topped the poll; 1) zip wire, 2) climbing frame and 3) swing for older children.</p> <p>Three contractors were invited to tender for the work and quotations were received as below:</p> <table data-bbox="422 488 758 600"> <tr> <td>Wicksteed</td> <td>£19,905.67</td> </tr> <tr> <td>Proludic</td> <td>£23,228.00</td> </tr> <tr> <td>Horticon</td> <td>£24,038.00</td> </tr> </table> <p>Council applied for S106 money and £4266.67 was received. In May, Council agreed that a grant application be made for funding from the Veolia Environmental Trust. This was successful with £10,659.00 being received into the Council's bank account in October 2017. A further £2665 will be received in due course from the Veolia Trust. The project must commence within 4 months of the agreement (dated 20.10.17). Council were also successful in applying for funding from Tesco Bags of Help scheme and are hoping to receive £1000 in due course.</p> <p>Kingsley Parish Council had agreed in June 2017 to add another £995 to the project for contingencies, giving a total Council contribution of £3310, although this may be reduced by £1000 following the Tesco Award.</p> <p>It is noted that in the Council June Minutes 2017, that £5806 was to be granted by the Council towards the new play equipment. This was an error and the Minutes have now been corrected to read £3310.</p> <p>A vote on using Wicksteed to provide the equipment was taken.</p> <p>Proposed by Councillor Dean Seconded by Councillor Fletcher Unanimously agreed</p> <p>RESOLVED THAT Kingsley Parish Council will appoint Wicksteed to deliver the new play area project.</p> <p>Councillor Jones will meet with representatives of Wicksteed to decide on the correct positioning of the new play equipment. Health and Safety signs will be positioned alongside the Zip Wire to encourage safe use of the equipment.</p> <p>Councillor Fletcher reported that the new wobbly platform had been replaced. The annual inspection of the play and gym equipment had been undertaken by Wicksteed Playgrounds and a report on their findings circulated to all Councillors. It was found that Bike was noisy and the treadmill roller was stiff. Moss was also found within the shelter. Councillor Fletcher will look into improving these matters.</p>	Wicksteed	£19,905.67	Proludic	£23,228.00	Horticon	£24,038.00	<p>CJ</p> <p>DF</p>
Wicksteed	£19,905.67							
Proludic	£23,228.00							
Horticon	£24,038.00							
17/164	Cemetery Report							

	<p>Councillor Warburton had produced a written report in his absence.</p> <p>Cemetery Railings require repair. Cheshire Wrought Iron quoted £1250 plus VAT for repairing the damaged railings and replacing as required.</p> <p>Proposed by Councillor Fletcher</p> <p>Seconded by Councillor Moores</p> <p>Unanimously agreed</p> <p>The Handrail posts also require replacing. Cheshire Wrought Iron quoted £580 plus VAT and £120 for painting the same and the railing in black.</p> <p>Proposed by Councillor Molyneux</p> <p>Seconded by Councillor Billows</p> <p>Unanimously agreed that the posts are replaced and painted black.</p> <p>Three Pampas grasses on the right hand pathway adjacent to the main road are causing obstruction. Sunrise Gardens have quoted £90 to remove the grass and also cut back the inside of the cemetery extension hedge during the winter.</p> <p>Proposed by Councillor Jones</p> <p>Seconded by Councillor Crossley</p> <p>Unanimously agreed</p> <p>RESOLVED THAT Cheshire Wrought Iron should carry out the works on the Cemetery Railings for £1250 plus VAT</p> <p>RESOLVED THAT Cheshire Wrought Irons should carry out the works on the Cemetery Handrail for a total cost of £700 plus VAT.</p> <p>RESOLVED THAT Sunrise Gardens should carry out the work on removing the pampas grass for £90.00.</p> <p>Councillor Warburton will inform the contractors of Council's decision.</p>	GW
17/165	<p>Traffic/Transport Report</p> <p>Town Farm Quarry The Council received Dr Pownall's written report as follows:</p> <p>'Further to my October report to KPC, I have obtained agreement from both Acton Bridge and Crowton Parish Councils that in principle a joint letter should be drafted to be sent to the MPA expressing our concern that there is now a possibility of approving the application to further vary the conditions of the operation of Town Farm Quarry and thereby increase the quantity of restorative materials to be brought on site over and above the quantity approved by the Inspectorate in the appeal of 2015.</p>	

	<p>There will be a meeting of the council group led by councillor Charles Fifield on 24 November at Winsford at which I will attend on behalf of KPC. At that meeting the final letter will be discussed with the MPA.</p> <p>The application has been called in by Councillor Fifield for the CWaC Planning Committee meeting on Tuesday 5th December when a decision will be made on whether to accept or refuse this Section 73 planning application. (14/01676/7/S73).'</p> <p>Councillor Crossley thanked Dr Pownall for his continuing work on this matter.</p>	
17/166	<p>Report on Neighbourhood Plan (NP) and Housing Needs Assessment Councillor Jones produced the report. The NP Working Group met on 23rd October which included three members of the public, which was a disappointing attendance. However, it was decided that a further meeting will take place on 6 December in the Community Centre at 7.30pm and everyone is very welcome. If Council agree that the Working Group should carry on with the NP project then jobs such as a leaflet drop, investigating funding, preparing a project plan will continue. If during 2018 the NP Working Group do not feel that there was enough interest within Kingsley to proceed then the Working Group would be disbanded.</p> <p>Council voted on whether the NP should be taken forward to the next stage Proposed by Councillor Fletcher Seconded by Councillor Moores A majority approval</p> <p>RESOLVED THAT the NP would be further developed.</p> <p>The Clerk will mention the next meeting regarding the NP in the Kingsley News.</p> <p>Councillor Crossley reported on Housing Needs. Cheshire Community Action will be attending the NP meeting on 6 December to explain a desk based housing needs assessment exercise in Kingsley. This will be funded by Cheshire West and Chester Council. The housing needs assessment will help the NP Working Group in collating evidence for the plan and help to determine what additional housing needs information may be required as part of any wider community consultation exercise.</p> <p>A vote was taken whether the desk based housing needs assessment be carried out in Kingsley.</p> <p>Proposed by Councillor Molyneux Seconded by Councillor Fletcher Unanimously agreed.</p> <p>RESOLVED THAT Cheshire Community Action will carry out a housing needs assessment for Kingsley.</p>	JP

17/167	<p>Community Fund update by Councillor Crossley Kingsley Parish Council will be funding a Community Fund for 2018. The maximum grant per applicant as last year, will be £1000. The budget for the Fund will be discussed at the Council's December Budget Meeting. The Community Fund will be advertised on the Village website, Facebook page and in Kingsley News with closing date of 31st January 2018.</p> <p>A vote was taken whether to fund the Community Fund for 2018. Proposed by Councillor Dean Seconded by Councillor Fletcher Majority agreement</p>	DC
17/168	<p>Village Enhancement Councillor Moores said he thought it would help to improve the environment within the village if planting a few trees on an annual basis be carried out.</p> <p>The Cross requires improving by landscaping/tidying the area outside the pharmacy. Councillor Moores will produce an update on what is required for the January Council meeting, though owing to pressure of work he would appreciate it if other councillors would consider taking on this project.</p>	DM
17/169	<p>Working Groups Review It was agreed by Council that the present Working Groups be renamed as below: If any councillor not named wishes to commit to any of the groups as described please inform the Council at the December meeting.</p> <p>Committee – Personnel Cllr Billows, Cllr Crossley, Cllr Jones, Cllr Wilson</p> <p>Sub Committee – Planning Cllr Crossley, Cllr Moores</p> <p>Working Group – Car Parking and Transport Cllr Crossley, Cllr Billows, Cllr Moores,</p> <p>Working Group – Community Fund Cllr Crossley, Cllr Fletcher, Cllr Moores, Cllr Wilson</p> <p>Working Group – Conservation Area Cllr Billows, Cllr Dean, Cllr Fletcher, Cllr Molyneux, Dr Pownall</p> <p>Working Group - Neighbourhood Plan Cllr Crossley, Cllr Jones, Cllr Moores</p> <p>Portfolio – Cemetery Cllr Warburton</p> <p>Portfolio – Council Website Cllr Billows</p> <p>Portfolio – Rights of Way</p>	

	<p>Cllr Moores</p> <p>Portfolio – Playing Field Cllr Fletcher</p> <p>Portfolio – Village Enhancement Cllr Jones, Cllr Cliff, Cllr Moores</p> <p>Portfolio – Town Farm Quarry Dr Pownall (Non-Councillor Advisor)</p>	
17/170	<p>Conservation Area Councillor Billows reported that she had met with Kirsty Henderson Total Environment Built Environment Officer of Chester and Cheshire West Council regarding the Kingsley Conservation Area. The last time the Kingsley Area was updated was in 1970. There is a need to define the Kingsley Conservation Area to include such things as public buildings and even orchards that may require preserving, Councillor Billows would like to lead a Conservation Area Working Group to include councillors and interested members of the public. It was agreed by Council that a Conservation Area Working Group should be set up and Councillor Billows will report back to the Council with an update at a future meeting.</p>	SB
17/171	<p>Kingsley Parish Council Website Councillor Billows produced a Working List showing the various stages of work taking place to produce the new website. Councillor Billows asked councillors to let her know of any items they think should be added to the List. Biographies and photographs of all councillors and the clerk are required for the Website. The website domain will be www.kingsleyparishcouncil.org.uk.</p> <p>A further charge of £7.99 per year over 3 years will be added to the cost to pay for the domain, totalling £23.97.</p>	ALL
17/172	<p>Council Budget Meeting The Budget Meeting for 2018 will be discussed at the Council December meeting (19th) which will commence at 6.30pm, with the main meeting beginning at either 7 or 7.30pm to be confirmed nearer the time.</p>	
17/173	<p>Correspondence Received The property known as The Hatch in Roddy Lane has applied for a certified camping site for 5 caravans and 10 tents. Mrs Hitchen of Roddy Lane wanted the Council to know of the application. She and her neighbours have written to the Camping Club to state their objections which included the narrowness of the lane with a blind bend where a serious accident had previously occurred. The Camping Club have replied to say that all such information will be taken into consideration when making their decision as to whether to grant the application.</p> <p>Six contractors have expressed an interest in quoting for all the Grounds Maintenance Works within Kingsley for 2018. The Works include the</p>	

	Cemetery, Playing Field, Rights of Way, and Village Enhancement.	
	Meeting closed at 9.50pm	
17/174	Date of Next Meeting 19 December 2018	

Signed:.....

Dated:.....