

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

## MINUTES OF THE GREAT BOUGHTON PARISH COUNCIL MEETING HELD ON 16TH NOVEMBER 2020 VIA ZOOM

596	<p><b>Present:</b> Cllrs Peter Bulmer, Steve Collings, Pauline Cox, Jo Evans, Sara Evans, John Griffiths, Ian Huffer, Amanda Miller, Krissie Myler, Mark Pearson, Sue Rigby, John Salt, Keith Scargill (Acting Chair) Martin Whiteley</p> <p><b>Apologies:</b> Rick Nieto, PCSO Tony Icke</p> <p><b>In attendance:</b> Kath Lloyd, Clerk</p>
597	<p><b>Declarations of Interest:</b> Cllr Bulmer has updated his Declaration of Interests to reflect that he is no longer a Director of Chester Community Energy. No other changes were reported.</p>
598	<p><b>Community Police Report:</b> The council considered a report from PCSO Tony Icke which had been circulated prior to the meeting. There were no issues to be raised with the PCSO and the council look forward to his attendance at the next meeting.</p>
599	<p><b>Open Forum:</b> There were no members of the public present and no questions submitted before the meeting.</p>
5	<p><b>Minutes and matters arising:</b> The minutes of the last parish council meeting on Monday 19<sup>th</sup> October 2020 which were circulated prior to the meeting, were approved as accurate. Matters arising were addressed elsewhere on the agenda.</p>
6	<p><b>Council Sub-Groups:</b> The minutes of the Traffic &amp; Transport Sub Group on 9<sup>th</sup> November, which were circulated prior to the meeting, were approved as accurate and Cllr Salt gave a verbal overview and the questions submitted by residents before the meeting were discussed briefly.</p>
7	<p><b>CWac Bus, taxi &amp; Cycle Lanes:</b> Cllr Salt attended the Sustainable Transport Task Force on 12<sup>th</sup> November and gave a verbal report. The Chair will be Professor Southall from Chester University but the first meeting was largely led by Sean Traynor, Senior Manager – Highways and Transport. The meeting was largely taken up with discussing the remit of the Task Force which will include the response to the climate emergency and sustainable transport across the Borough. There is an aim that there will be a significant reduction of car use by 2025 with a required increase of public transport, leading to improved air quality. There was no time allowed for public questions and there was a concern that the membership of the group may be too large to be effective. Cllr Salt reported that it was acknowledged that the bus/cycle lanes had been poorly implemented. The minutes and the video of the meeting are expected to be released soon and will be shared with the parish council and residents as soon as they are received. Cllr Scargill thanked Cllr Salt for his attendance and report.</p>
8	<p><b>Community Orchard:</b> the councillors considered a proposal to plan and plant a community orchard in Thackeray Drive where there is evidence of previous orchards existing, which had been circulated</p>

	prior to the meeting. Cllr Bulmer gave a verbal overview of the plans and took questions from councillors. Council also agreed that green spaces in Boughton Heath/Caldy Valley be considered for similar projects. The council unanimously agreed to take the proposal forward. <b>RESOLVED:</b> that the Open Spaces Sub Group be asked to create a timeline, costings and a design and that local residents be consulted.
9	<b>Finance and Accounts Reports:</b> the councillors received and noted financial reports, shared prior to the meeting and had no questions. <b>RESOLVED:</b> Clerk to send cashbook to Cllr Whiteley for inspection.
10	<b>Vicars Cross Community Centre:</b> the council received and discussed two briefing papers from the Clerk, which were circulated prior to the meeting on two items: <ol style="list-style-type: none"> <li>1. That community centre staff be furloughed for 0.75 of regular hours and retained on remaining hours until further notice <b>RESOLVED:</b> unanimously agreed, Clerk to action.</li> <li>2. That the parish council invest £7,000 in subsidised upgrades to Vicars Cross Community Centre. <b>RESOLVED:</b> unanimously agreed, Centre Manager to action.</li> </ol>
11	<b>Clerk's Report: the council</b> received and noted a report from the Clerk which had been circulated prior to the meeting and included payments made, bank balances and recent communication and is attached to these minutes as Appendix A.
12	<b>Planning Applications:</b> Planning applications received since 19 <sup>th</sup> October 2020 were included in the Clerk's Report and will be sent separately to the Planning Sub Group for in-depth consideration.
13	<b>Councillors reports and items for future agenda:</b> Cllr Cox briefed the meeting on the recent complaints about the parking charges at the Green Lane shops car park. The car park is now managed by a private parking company and a number of residents have received unfair penalty notices. Cllr Cox has been in contact with the parking company <a href="http://www.parkwithease.co.uk">www.parkwithease.co.uk</a> The Clerk will create a poster for Cllr Cox to put on the Green Lane notice board with contact details for appeals. This information has also been shared on social media and is on the notices at the car park.
14	<b>Date of next meeting:</b> Monday 21 <sup>st</sup> December 2020

## Clerk's Report – Appendix A

12/11/2020

### 1. Summary of Actions from Parish Council meeting 16<sup>th</sup> October 2020

Item no.	Action	Progress made
577	Cllr Salt reported a suspicious "cannabis like" smell along the footpath from Adder Hill near Bishops High School <b>RESOLVED:</b> The Clerk will report it to PCSO Icke for his urgent attention.	Email sent & PCSO Icke will investigate.
580	<b>RESOLVED</b> that the Clerk send a letter of thanks to Cathey Harrington from Chester Cycle Campaign for the production of the in-depth Cycle plans.	Complete

592	<p><b>RESOLVED: 1)</b> that the format of the meetings remained flexible in response to the government guidance and that support be given to Cllrs who were struggling with the technology and <b>2)</b> that the schedule of 8 meetings per month be spread over two months, with a full council meeting each month. The Clerk will canvass Cllrs to clarify availability.</p>	<p>Complete – Monday evenings chosen as most popular. Additional sub group meetings to be arranged according to need.</p>
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## 2. Finance Report

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	<p>The following payments and receipts of over £100 have been made since 20<sup>th</sup> October 2020 (Bank statements are available on request from the Clerk)</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 20%;">Date</th> <th style="width: 40%;">Description</th> <th style="width: 15%;">Debit</th> <th style="width: 25%;">Credit</th> </tr> </thead> <tbody> <tr> <td>5 November 2020</td> <td>VXCC (salary transfer)</td> <td>£1,187.52</td> <td>-</td> </tr> <tr> <td>4 November 2020</td> <td>SHIRES ACCOUNTANCY (2 x salaries)</td> <td>-</td> <td>£3,017.82</td> </tr> <tr> <td>2 November 2020</td> <td>WALKERS (8 x planters)</td> <td>-</td> <td>£403.20</td> </tr> <tr> <td>2 November 2020</td> <td>COUNTRYWIDE (grass cutting at Caldly Valley Meadow)</td> <td>-</td> <td>£214.50</td> </tr> <tr> <td>2 November 2020</td> <td>COUNTRYWIDE (grounds maintenance x 4 open spaces)</td> <td>-</td> <td>£1,243.95</td> </tr> <tr> <td>23 October 2020</td> <td>COUNTRYWIDE (grass cutting at Caldly Valley Meadow)</td> <td>-</td> <td>£214.50</td> </tr> <tr> <td>23 October 2020</td> <td>DEVAPRINT (GBIB photos)</td> <td>-</td> <td>£120.00</td> </tr> <tr> <td>23 October 2020</td> <td>Gatelocking at Queens Rd Field</td> <td>-</td> <td>£152.00</td> </tr> </tbody> </table>	Date	Description	Debit	Credit	5 November 2020	VXCC (salary transfer)	£1,187.52	-	4 November 2020	SHIRES ACCOUNTANCY (2 x salaries)	-	£3,017.82	2 November 2020	WALKERS (8 x planters)	-	£403.20	2 November 2020	COUNTRYWIDE (grass cutting at Caldly Valley Meadow)	-	£214.50	2 November 2020	COUNTRYWIDE (grounds maintenance x 4 open spaces)	-	£1,243.95	23 October 2020	COUNTRYWIDE (grass cutting at Caldly Valley Meadow)	-	£214.50	23 October 2020	DEVAPRINT (GBIB photos)	-	£120.00	23 October 2020	Gatelocking at Queens Rd Field	-	£152.00
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## 3. Planning Applications

**20/03840/FUL - 11 Elstree Avenue** Single storey side and rear extensions – comments by **3<sup>rd</sup> Dec**

**20/04039/CAT - 28 Private Walk** Leylandii (T1)- Fell large mature leylandii multistem due to excessive shading to both the clients garden and restricting light to both mature (Tilia and Aesculus) in close proximity. Also outgrown position. Client proposed replanting with native boundary hedging. Rowan (T2)- Fell. Excessive lean/dying. Aspen (T3)- Crown raise by pruning or removal of lower 3 branches to allow for increased light transmission. Silver Birch (T4)- Crown clean. **Comment by 30<sup>th</sup> Nov**

**20/03752/FUL - 9 Kingsley Road** Demolition of existing garage and erection of two storey side extension and single storey garage. **Comment by 27<sup>th</sup> Nov**

**20/03665/FUL - 124 Vicars Cross Road** Change of use from 6 bedroom HMO and 1 self-contained dwelling to 7 bedroom HMO with internal alterations **Comment by 19<sup>th</sup> Nov**

#### 4. Planning Decisions

None received

#### 5. Communications

Letter to Cathey Harrington from the parish council thanking her for the parish cycling plans

4 x emails from residents regarding the CWaC bus/cycle lanes – all responded to and invited to the Transport & Traffic Sub group meeting

2 x facebook messages regarding CWaC bus/cycle lanes – both responded to and invited to the Transport & Traffic Sub Group

Resident complaint about inconsiderate parking at the top of Elstree Ave/Queens Road junction – reported to PCSO

Resident complaining about overhanging branches and buses along Green Lane – reported to CWaC

Resident reporting cars parked on double yellow lines outside the Bridge Garage on Tarvin Rd – reported to PCSO

Resident reported overhanging branches on Tollbar Road junction with A41 – first reported to CWaC in June 2020. Reported again No. HW268972663

Resident complained about inconsiderate parking on Cambrian Avenue – reported to PCSO who has made two visits and talked to residents.

4 x thank you letters/cards/emails from GBIB winners

Clerk has received confirmation from external auditors PKF Littlejohn that they are satisfied with the council's procedures and accounts.

#### 6. Operational Information

Vicars Cross and Caldly Valley Community Centres both closed due to Covid restrictions until at least 2<sup>nd</sup> December.

Great Boughton in Bloom winners notified and certificates and prizes posted out

Cllr Rigby has been clearing leaves in Stamford Crt and Broadmead, assisted by a resident – CwaC collected 10 bin bags full over a week.

Cllrs Bulmer and Pearson have cleared leaves at Thackeray Drive play area, assisted by a local resident.

Cllr Pearson has also carried out weeding and tidying around Vicars Cross Community Centre.

Cllr Scargill laid a reverberance day wreath on behalf of the parish council at Huntington Memorial –

Sunday 8<sup>th</sup> November

Cllr Salt attended the CWaC virtual Sustainable Transport Task Group on 12<sup>th</sup> Nov

Councillors are asked to volunteer to manage a notice board – the following need to be updated on a regular basis: Queens Rd Shops, Moorcroft Ave, Old Laundry Corner and Boughton Heath Primary School. At the moment, Cllr Scargill is managing 5, Cllrs Rigby, Pearson and Cox all have one each.

DRAFT