

**MINUTES OF A MEETING OF BUNBURY PARISH COUNCIL
HELD ON 13 JUNE 2018 IN THE PLAYING FIELDS PAVILION, BUNBURY**

PRESENT: Councillor R Pulford Chairman
Councillor M Ireland-Jones Vice-Chairman
Councillor P Brookfield
Councillor C Green
Councillor G Griffith
Councillor N Parker
Councillor L Potter

IN ATTENDANCE: Five members of the public
Carol Jones (deputising for Marilyn Houston, the Clerk)

OPEN FORUM

Members of the public raised the following issues were able to raise issues with the Parish Council. The following issues were raised.

- Objection to planning application No.18/2303N (2 Wythin Street) on the basis that the proposed residence was too modern and out-of-keeping with the architecture of the village.
 - A resident spoke on behalf of her mother who lived at Meadow View which was adjacent to the site of planning application No.18/2303N. Her principal objection was that the building of a two-storey double-garage would be in close proximity to her mother's house and the elevated position of the proposed building was such that her window would be facing a brick wall, thereby causing a loss of daylight.
-

13.06.01 APOLOGIES

None.

13.06.02 DECLARATIONS OF INTEREST

Members were invited to declare any personal interest (non-pecuniary) or disclosable pecuniary interest which they had in any item of business on the agenda, the nature of that interest, and in respect of disclosable interests, to leave the meeting prior to the discussion of that item.

No declarations were made.

13.06.03 MINUTES

(a) RESOLVED: That the Minutes of the Ordinary Meeting of the Parish Council held on 9 May 2018 be approved as a correct record, subject to the following amendment:

Minute No. 09.05.13 (Parish Councillors' Reports)

Delete: 'Councillor Brookfield is continuing to report footpaths that need repairing and has been assured that the budget will cover repairs.....'

Insert: 'Councillor Brookfield reported that Steve Jones (CEC Public Rights of Way Unit) would consider funding for the stile requiring repair when he became aware of the budget provisions for 2018-2019.'

(b) It was reported that the Minutes of the Annual Meeting (also held on 9 May 2018) would be submitted to the July meeting for approval.

13.06.04 LOCAL POLICING ISSUES

There were no matters to report.

13.06.05 HIGHWAYS MATTERS

5.1 Parish Council Highways Review

The Chairman reported that Councillor N Parker had recently met with the Managing Director of Duchy Homes at which time S.106 obligations had been discussed. A further meeting was to be arranged to explore the funding.

The Chairman also made reference to the A51 proposals and the impact on Bunbury.

13.06.06 CONSULTATIONS

Councillor C Green reported that there were no specific Cheshire East Council consultations which required a Parish Council comment.

13.06.07 PLANNING MATTERS

7.1 Planning Applications

The Parish Council was invited to comment on the following planning applications.

18/2505N The Hollies, College Lane, Bunbury, CW6 9PQ
Two-storey rear/side extension to dwelling

RESOLVED: That no observations be made on planning application No. 18/2505N.

18/2576N 2 Willow Drive, Bunbury CW 9PQ
Single-storey rear extension

RESOLVED: That no observations be made on planning application No. 18/2576N.

18/2655N Holly Mount, Whitchurch Road, Bunbury CW6 9SX
Outline application for new dwelling with access on land adjacent
Holly Mount

RESOLVED: That no observations be made on planning application No. 18/2655N.

18/2303N 2 Wythin Street. Bunnbury CW7 9NS
Demolition of existing outbuildings and erection of two-storey side and
rear extension and double garage.

RESOLVED: That the following objections be raised in respect of planning application No.18/2303N.

- There is no vehicular access to the site. There is a gap of approximately 5 feet between the Oak tree situated in the front garden of Oak Cottage and the wall of the house opposite, which will prevent vehicle access.
- The lack of access will mean that the planning application is undeliverable, by virtue of the fact that materials and plant cannot be delivered to the site.
- The Oak tree (which is within the current curtilage of Oak Cottage) would need to be removed to allow vehicular access to the site and this is situated on land affected by a boundary dispute. This is an important, healthy tree and it would be a great loss to the amenity of the area if it were to be cut down to allow for access.

- Adequacy of parking. Wythin Street is approximately 6-7 feet wide; therefore, parking of any vehicles would effectively block the road.
- The proposed building of the store in the field opposite No.2 Wythin Street is on elevated land and its construction will result in a loss of light to the house opposite – Meadow View.
- There is concern that any access over the ancient cobbles on the public right of way, would cause severe damage.

7.2 Planning Application 18/2776N – Land at Bunbury Heath, Whitchurch Road

Notification of this application had been received after the agenda had been issued. This was for approval of matters reserved on existing outline planning permission 16/2372N. The deadline date for observations was 10 July and the Clerk was asked to request an extension to 11 July to allow the application to be considered at the July meeting.

7.3 Planning Applications Determined by Cheshire East Council

It was reported that Cheshire East Council had determined the following planning applications:

18/1110N The Chantry House, Wyche Road, Bunbury CW6 9PW
Listed building consent for external repair and maintenance of
Oak timber frame

Approved with conditions – Date determined: 18 May 2018

18/2090N Land at Former The Outspan, Sadlers Wells, Bunbury
Non-material amendment on application 17/4603N

Approved: Date determined: 23 May 2018

7.4 New Housing Developments in Bunbury

It was reported that Step Forward Homes had indicated that it was to consider partnering with Duchy Homes in respect of the delivery of affordable homes on the Duchy Homes development.

A meeting which had already been arranged between representatives from Step Forward, and councillors, had been cancelled but was to be re-arranged for week commencing 18 June 2018. Following the meeting, a bulletin could be issued throughout the parish to inform residents of the outcome of the discussion and the company's proposals.

It was noted that within the parish 101 houses had either been completed or approved and this exceeded the number of 80 homes which Cheshire East Council had stated would be an appropriate figure for the parish.

(Note: Councillor G Griffith arrived during discussion of this item.)

13.06.08 LAND OFF WYCHE LANE

8.1 Option to Purchase land off Wyche Lane

It was reported that a revised plan of the site had now been received from Muir Homes' solicitors, and, although previous plans had been inaccurate, it was understood that this was definitive. The Council would await further communication from the company.

8.2 Use of Land as Community Woodland

The Chairman was awaiting a tree plan from Monkey Business. In the event of undue delays in the provision of the plan, the Council may need to source an alternative company.

13.06.09 PEDESTRIAN ISSUES WITHIN THE VILLAGE

9.1 Cheshire East's Sustainable Modes of Travel to Schools Strategy – Consultation

The Council received an update in respect of the 'journey to school' initiative and possible funding for pavements.

The Vice-Chairman had recently met with the Headteacher of Bunbury Primary School to discuss this matter and reported that until the school had devised a travel plan, no further progress could be made. The Vice-Chairman would report monthly to the Parish Council.

9.2. Pavement on Wyche Lane

The Parish Council was expecting an update about the feasibility of providing a pavement on Wyche Lane. It was reported that there had been missed communications between the Clerk and Paul Traynor of Cheshire East Council. Councillor Chris Green had discussed this with the Executive Director of Place (Frank Jordan) and a response to the Clerk would be provided in the near future.

13.06.10 Residents Attaining the Age of 100 Years

The Parish Council considered ways of marking the 100th birthday of local residents. The current practice was for relatives of residents who were due to attain 100 years of age, to contact the Clerk who would purchase a card and send it to the resident.

Members explored the possibility of having a bespoke card designed by the Parish Council. Councillor Ireland-Jones undertook to provide designs for a 'corporate' card for consideration at the next meeting. In the meantime, when notified of residents attaining 100 years of age, the Clerk would continue to purchase and post an appropriate birthday card.

Councillor Potter agreed to advertise this in The Link, making it clear that this applied to Bunbury residents only.

RESOLVED: That action as above, be approved.

13.06.11 Playing Fields

11.1 Converting Old Playground into Car Parking

It was noted that Councillor N Parker was currently storing the benches.

11.2 Report from Playing Fields Committee

- (a) The Playing Fields Committee had not met since the last Parish Council meeting.
- (b) 'No Dogs' Signage

Councillor Parker had been researching signs which might be appropriate for the playing fields to indicate that dogs were prohibited from the area. The Chairman reported that Sadlers Wells had recently purchased some appropriate signage and he agreed to liaise with Councillor Parker on this matter.

(c) Playing Fields Lease

The lease had not yet been finalised.

13.06.12 BOROUGH COUNCILLOR'S REPORT

Councillor Green, in his capacity as Borough Ward Councillor, reported on Cheshire East Council (CEC) matters of interest.

At Annual Council he had been appointed to the following committees and had also been appointed as a substitute on the Southern Planning Committee:

- Environment and Regeneration Overview & Scrutiny Committee
- Health and Adult Social Care Overview & Scrutiny Committee
- Licensing

CEC was due to start pot-hole patch repairs.

Councillor Green had asked for gully-cleaning in Bunbury to be carried out and although this had started, the equipment had broken down, but the team would be returning to finish the job.

The documents in respect of Core Fit had now been passed to the Crown Prosecution Service. Members were reminded that there had been an investigation into CEC's awarding of the contract to Core Fit.

(Note: Councillor C Green withdrew from the meeting at this point in the proceedings.)

13.06.13 PARISH COUNCILLORS' REPORTS

Parish Councillors' reports included the following matters:

- The Chairman's Trophy was to be awarded to Amanda Harris, Group Scout Leader. The presentation would be made at the July meeting of the Parish Council.
- Village Day Gates: Members discussed duty arrangements for the Village Day.
- The footpath on Colleys Lane had been reported as it required clearing.
- Cheshire and Warrington Local Enterprise Partnership was consulting on its draft Transport Strategy which set out how transport provision should develop over the next 20 years. This was a complex matter and it was **AGREED** that this should be added as an agenda item for the July meeting, with the aim of devoting approximately 30 minutes to discussion.
- On 2nd and 3rd June, Mr and Mrs Heyhurst had raised £2,000 for the Motor Neurone Disease charity.
- The new 'Tommy' sculpture ('There but not there') which was being used nationwide as a symbol to mark the centenary of the end of WWI was not supported by the local Vicar and the church would not be purchasing the sculpture.
- It was reported that Councillor Leila Potter was to receive the Chris White Award for her valuable contribution to the parish of Bunbury. The presentation would be made on 23 June 2018 at the Village Day.
- Vicky Barrett had recently been ordained as the new Vicar of the parish.
- Councillor Parker suggested that gully-emptying on School Lane should be carried out during school holidays as there were access problems. He would liaise with Councillor Green to arrange this.

- The lengthsman was experiencing difficulties using the leaf-blower in front of the Co-Op store and the butcher's shop. Future arrangements were for him to contact Councillor Parker in advance; the area would be cordoned off with red/white tape and a notice displayed asking motorists to refrain from parking in front of the buildings until the leaf-blowing had been completed.

13.06.14 CORRESPONDENCE

There were no items of correspondence.

13.06.15 FINANCIAL MATTERS

15.1 Local WWI Commemorations

Following the Parish Council decision to grant £200 towards commemorations in Bunbury, the local Royal British Legion Committee had asked for this to be made payable to Bunbury Parochial Church Council to ensure that the funds could be spent locally.

RESOLVED: That the grant of £200 to fund the 100th year anniversary of the end of WWI be made payable to Bunbury Parochial Church Council.

15.2 Funding Request from Bowling Club

The Parish Council considered a request from the Bowling Club for a financial contribution to enable the bowling green lighting to be improved by replacing the existing sodium lamps with more energy-efficient LED units.

The Bowling Club was due to submit a grant application to WREN for the project. A condition of grant-aid was that a third party must cover 10.75% of the total cost of the project. The cost was expected to be £553.63 based on the recent quotations and the Bowling Club was planning to raise £200 towards the cost and wished the Parish Council to assist by funding the difference between funds raised and the actual cost of the project.

Members were minded to approve the request but asked for more detailed information about the project, and particularly about any cost savings from the change to LED lighting.

RESOLVED: (a) That the Bowling Club's request for a grant be approved, in principle; and

(b) That the Bowling Club be asked to provide more detailed information about the costs and potential savings.

15.3 Accounts 2017-2018

The Parish Council was asked to approve the accounts for the year 2017-2018 for submission to PKF Littlejohn LLP, the external auditor.

It was noted that Experior Systems Accounts Ltd. had carried out the internal audit and signed the appropriate page in the Annual Governance and Accountability Statement (AGAR) to confirm that there were no issues. His separate report had been provided to Members by e-mail.

15.3.1 The Annual Governance and Accountability Return was submitted for approval.

The order in which the AGAR sections were to be approved was specific. Section 1 (Annual Governance Statement) must be authorised first and the minutes must demonstrate this. The Chairman read out to Members each of the nine questions posed on Section 1 of the Annual Governance Statement.

RESOLVED: That the Annual Governance Statement (Section 1) be approved.

15.3.2 Members then considered the remainder of the AGAR which comprised Section 2 – Accounting Statement 2017-2018.

One of the figures for the previous financial year had been amended, but the amendment had not been initialled by the Clerk.

RESOLVED: (a) That the accounts for 2017-2018 be approved for submission to PKF Littlejohn LLP, the external auditor; and

(b) That the AGAR be withheld until the Clerk had initialled the amendment made to one of the figures relating to the accounts for 2016-2017.

15.4 Revisions to Payment Arrangements for the Clerk

The Parish Council was asked to set up a Standing Order in respect of Marilyn Houston, the Clerk, to replace the current arrangement of payment by cheque.

RESOLVED: That with immediate effect, Marilyn Houston's salary be paid by Standing Order.

15.5 Authorisation of Payment

RESOLVED: That the following payment be authorised:

£600.00 Experior Systems Accounts Ltd.

.....Chairman