

Minutes of the Meeting of Comberbach Parish Council held on Tuesday 1 November 2022

Present

Councillors:

John Ryder (Chairman in the Chair)

Sandy Cameron

Richard Chandler

John Darwin

Jill Johnston

Denise French (Clerk)

Stephen Penwill (RFO)

The Meeting started at 7.15pm.

Public Open Forum

A representative from the Comberbach Memorial Hall Management Committee (CMHMC) attended. She referred to the previous meeting when Councillors and Liz Cooke from CMHMC had looked at options for accessing the toilet at the back of the Hall from outside the building to provide a facility for Recreation Area users. She clarified that although the Management Committee was supportive of the provision of a toilet for Recreation Area users, the members of the Management Committee did not have any capacity to help with project managing the building works or managing the facility of a public toilet once it was available for use. The Committee had spoken with their insurers who had advised the toilet facility would need to be insured as a separate entity from the Hall itself.

1. Apologies for Absence

Apologies for absence were received and approved from Councillor Bradley for a further 3-month period due to illness, Councillors McDermott and Holt due to family reasons. Apologies were also noted from CWAC Councillors Marshall and Wright.

2. To receive Members' Declarations of Interest

There were no declarations of interest.

3. Minutes of the Meeting of the Parish Council held on 6 September 2022

(22/62) RESOLVED: that the minutes of the Meeting of the Parish Council held on 6 September 2022 be approved as a correct record subject to amending the sentence in the open forum from "The toilets would remain the responsibility of the Management Committee" to read "The responsibility for the toilets would be explored further".

4. Resilience Plan

Rob Ruddock, Planning and Exercising Officer, was welcomed to the meeting to discuss the merits of a Resilience Plan for Comberbach.

In response to a query about why the Multi Agency Flood Response Plan was not a public document he explained that it contained individual contact numbers therefore was not in the public domain.

Rob explained that he was part of the Emergency Planning Team who provided a 24/7 response every day of the year. The team provided a response to any situation where input was required from more than one agency.

Rob referred to a review by Sir Michael Pitt which had resulted in a number of recommendations including one that community resilience responses be implemented as this meant a better response to the emergency and a quicker recovery. A community that had a Resilience Plan would be in a better position to inform the Emergency Planning Team of the situation on the ground, identify any places of safety and identify key contacts in the community. A number of parish councils had now developed Community Resilience Plans and a blank template could be provided.

(22/63) RESOLVED: that a Community Resilience Plan be progressed.

5. Progress Reports and Updates

5.1 The Repair Café would be deferred to the next meeting.

5.2 Tommy Statue – the statue now included wording at the bottom ‘Lest we Forget’ at a cost of £10. The statue would be located at the front of the railings by the Memorial to ensure maximum visibility.

5.3 Defib/CPR training – there had been 17 people attend the training. The Clerk would email Neil and Sandra Fisher to thank them for giving up their time to run the drop-in. A further session would be requested at a later date.

(22/64) RESOLVED: that the update be noted.

6. Budworth Lane

The Council considered further detail from CWAC regarding the costs of any traffic management measures arising from a change to the current speed limit of 50mph. The Chairman referred to Rospa guidelines on speed limits which had a number of questions to consider when looking at speed limit reduction including whether there were identified speeding problems over a period of more than a few weeks and affecting more than a few houses; whether there was a history of road accidents and whether such accidents had resulted in injury. The Council members therefore considered that the existing speed limit was adequate.

The Clerk to Great Budworth Parish Council had confirmed that the Council did not wish to participate in the scheme or contribute towards the cost.

(22/65) RESOLVED: that no further action be taken on Budworth Lane and the local resident who has raised this with the Clerk be notified accordingly.

7. Cheshire West and Chester Councillors' (CWAC) reports

CWAC Councillor Gibbon updated:

- The new Chester Market and Exchange Square was officially opening on 4 November and the new car park was also open.
- The Chester by election was taking place on 1 December.
- An Interim Head of Planning had been appointed. The backlog of applications remained at 700-750.
- There was still funding available through the Members Budgets.
- There was also funding through the Space Hive scheme based on 4 criteria.
- A current consultation was underway regarding community assets and could be found on the website.
- Recommendations from the review into flooding were not being implemented in terms of permanent sumps to be located on Waitrose car park, temporary solutions were in place.
- The consultation on the Cadent hydrogen pipeline project would close on 10 November.
- A review of shared services for CWAC and Cheshire East Council showed expenditure of £24m on IT services
- The proposals for the new Winnington Bridge crossing included mitigations on the Northwich side of the bridge but none on the other side where Barnton, Anderton and Comberbach would be impacted. The new bridge would raise when required but there was no alternative crossing should the bridge get stuck. The Ward Councillors had requested that cycle and walking routes be joined up.

8. Recreation Area and Pump Track

8.1 The Chairman updated:

The inspection on 31 October showed all equipment was in good standing albeit the gates needed adjusting as per the Northwich Town Council report. There was some build up of moss on the surface of the wet pour which would be sprayed with Algon once there was a dry weather spell and the leaves had been removed. Shane Ross had now painted the Zip Wire using paint from the council's stock.

8.2 The inspection report was noted.

8.3 The Clerk had applied for grant funding from the CWAC Ward Member budget for an outdoor table tennis table and had been successful. The grant would fund approximately half the cost. The Chairman had circulated one option for consideration and options would be considered at the next meeting.

8.4 The council considered an option to make a toilet within the Memorial Hall accessible from the outside to enable its use by people using the Recreation Area and others. Information had been obtained from various other local councils in Cheshire, many did not provide any public toilets but some did and running costs varied from £3,600 per annum up to £14k. Some councils experienced issues with vandalism. Councillors Darwin and McDermott had visited Cuddington where there

were public toilets as part of the community hall but accessible from outdoors. Feedback was positive, no bins were provided inside the facility, cleaning was carried out as required at a cost of around £200 per month. The toilets at Cuddington were managed by the Hall Committee. The Chairman had circulated guidelines which recommended daily cleaning. The Council discussed this issue and the initial build costs, ongoing costs of cleaning and materials, additional insurance requirements; it was felt that if a toilet was provided it would need checking on a daily basis. It was noted that there was no obligation on the Council to provide a toilet for the public. Members discussed the additional cost to the precept taking into account other projects at the Recreation Area which would also require funding in the future such as the Zip Wire.

- 8.5 The council considered quotes for work:
- (i) a replacement HAGS infant seat and new chains
 - (ii) lifting and relaying zip line matting
 - (iii) adjustment to the swing gates.

Members discussed seeking funding from the CWAC Ward Councillors towards the new infant seat and chains.

8.6 The council considered purchasing a hose for the water pump to use when flooding occurred at the Recreation Area.

(22/66) RESOLVED: that

- (a) the update on the Recreation Area and the inspection report be noted
- (b) the purchase of the outdoor table tennis table be considered at the next meeting.
- (c) the option to redevelop one of the toilets at the Memorial Hall to a toilet available for the public is not pursued in view of the practical challenges and ongoing financial implications. A sign be purchased for the Recreation Area to say that the nearest public toilets are located at Marbury Park.
- (d) the quotes from Northwich Town Council for lifting and relaying the zip line matting and adjusting the swing gates be approved.
- (e) an application be made to the CWAC Ward Councillors budget for funding towards 2 replacement HAGS infant seats and new chains
- (f) a budget of £15 be approved for a hose to use in a flooding emergency at the Recreation Area and car park.

9. Highways and Streetscene

9.1 The Council noted the latest information about the ongoing closure of Soot Hill.

9.2 The Council considered road surfacing issues following information from CWAC Councillor Gibbon which she had obtained from CWAC Highways. The information stated how the Council's Asset Management Policy set out the approach

to identifying schemes for treatment each year and a move towards preventative treatments rather than reactive treatments. In relation to Cogshall Lane and Marbury Road the condition survey data did not rank these roads as the highest priority for an improvement scheme this financial year but they would continue to be assessed as part of future year's capital funding programmes.

The Chairman explained that Antrobus PC had confirmed that they agreed with the Comberbach information that the Gibb Hill resurfacing was inadequate and that Ward Councillor Lynn Gibbon had written to the Head of Highways but the response was considered inadequate.

9.3 The council considered the latest data from the Speed Indicator Device. The latest data showed over 15k vehicles on Cogshall Lane where there was a 20mph limit with 44 travelling at over 40mph. The data showed the 85-percentile speed was 28.7.

9.4 The council considered information on a road accident on Cogshall Lane where a van had come off the road into the hedge.

(22/67) RESOLVED: that:

- (a) The update on Soot Hill be noted.
- (b) The Clerk write to CWAC Highways urging that Cogshall Lane be resurfaced as a priority.
- (c) The Clerk write to CWAC Ward Councillor Gibbon regarding the process for paying contractors for resurfacing works including certification of works and condition surveys at month 11 while still under guarantee.
- (d) The Clerk request the PCSO to attend on Cogshall Lane with the speed gun during the school run period in view of the data from the SID showing a high number of vehicles travelling over the 20mph speed limit.
- (e) The Clerk report the road accident to CWAC Highways and the PCSO.

10. Accounts and financial matters

10.1 The Council received the minutes of Finance Committee held on 28 October 2022.

10.2 The accounts for 30 September 2022 were submitted in Appendix 1

10.3 The Council considered the Q2 budget review.

10.4 The list of payments was in Appendix 2.

10.5 The Chairman reported that the Remembrance wreath from 2021 was still in good condition and suggested a donation be made to the Royal British Legion in lieu of purchasing a new wreath.

10.6 The Council considered the purchase of a new mobile phone for the Clerk. The current phone was over 6 years old and inefficient as voicemail messages and emails could not be accessed.

(22/68) RESOLVED: that

- (a) the minutes of Finance Committee held on 26 October be received and noted.
- (b) The accounts in Appendix 1 with a balance of £19,286.96 and £21,377.64 in reserves be noted.
- (c) the Quarter 2 budget be received and noted.
- (d) The payments in Appendix 2 be approved.
- (e) A donation be made to the Royal British Legion in the sum of £25.
- (f) A new phone contract be approved for the Clerk in the sum of up to £250 for a handset plus a monthly contract fee up to a maximum of £10 per month.

11. Projects

11.1 Neighbourhood Plan – the Chairman updated in the absence of Councillor Holt – it was noted that the village was ‘washed over’ with Green Belt and a Neighbourhood Plan was not necessary at this stage. However, the Council would keep under review any change to legislation and any updates to the CWAC Local Plan and revisit the option of a Neighbourhood Plan if appropriate.

11.2 HyNet Northwest Hydrogen Pipeline - the second consultation on this project was underway. No Councillor had been able to attend any recent consultation events.

11.3 Tree Planting – Councillor McDermott had suggested planting 2 trees in commemoration of Queen Elizabeth II.

11.4 Environmental projects – in the absence of Councillor McDermott this was deferred to the next meeting.

(22/69) RESOLVED: that

- (a) No action be taken on progressing a Neighbourhood Plan at this stage.
- (b) The HyNet Northwest Hydrogen Pipeline Project be noted and Councillors will respond individually if they wish.
- (c) The Council will plant 2 trees in commemoration of Queen Elizabeth II.
- (d) The item on environmental projects be deferred to the next meeting.

12. Planning

12.1 Planning decisions were listed in Appendix 3.

12.2 There were no enforcement matters.

(22/70) RESOLVED: That the planning update be noted.

13. Correspondence

13.1 The list of correspondence had been circulated.

(22/71) RESOLVED: That the correspondence be noted.

14. Representative Reports

- Comberbach Memorial Hall Management Committee – no update.
- Fete Committee – the committee was meeting in December.
- Bowling Club – the club was now closed for the season.
- Police Liaison – the PCSO had submitted monthly updates which had been circulated to all councillors.
- School Liaison – no update
- Litterpick – no update.
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Exclusion of Public and Press – Part 2

(22/72) RESOLVED: That in accordance with the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting for the following item of business due to the confidential nature of the matter to be discussed which relates to staff terms and conditions.

15. Working from Home Allowances

The Council considered a report on adjusting the Working from Home allowances for the Clerk and the RFO. There had been no increase to the allowances paid since both officers had commenced their roles in 2017 and the increase recognised this and the increases in utility costs.

(22/73) RESOLVED: that the Working from Home allowances be increased by the amount in Index C of the report with effect from 1 December 2022.

The Meeting closed at 9.30pm.

The next meeting of the Parish Council will be held on Tuesday 13 December 2022

Signed
Chairman

Appendix 1 Accounts for 30 September 2022 were approved

Current account £19,286.96 Reserve £21,377.64

Cash book £40,664.60 Reconciliation: 0

Appendix 2 Payments

Item	Amount	Power
Shane Ross – Maintenance contract inv 22-02	£600.00	LGA 1972 s 111
Shane Ross – Zip Wire repainting, inv 22-Zip	£200.00	LGA 1972 s 111

Appendix 2b Pre-Authorised Payments

Item	Amount	Date	Power
CHALC – Training courses McDermott, Cameron	£55.00	03/10/22	LGA 1972 s 111
HMRC – PAYE Q2 22/23	£265.00	03/10/22	LGA 1972 s 111
Synchroprint – CVN Sept 22	£188.00	03/10/22	LGA 1972 s 111
BWP Creative – Website & email hosting 22/23	£273.60	03/10/22	LGA 1972 s 111
DD – Techquarters, Microsoft 365	£21.43	01/10/22	LGA 1972 s 111

Appendix 3 Recent planning decisions by CW&C

APPLICATION DETAILS	DATE OF VALIDATION	CURRENT POSITION
21/01937/S73 - Single storey side and rear extension and creation of first floor (Variation of conditions 2 (approved plans) and 3 (materials) of planning permission 19/01832/FUL) 31 Senna Lane	Fri 30 Apr 2021	Awaiting decision
21/05001/FUL - Creation of an additional storey with new external doors and windows, 57 Senna Lane	Fri 17 Dec 2021	Approved

21/05070/OUT - Outline planning permission for a mixed use development of up to 1,550 units of residential dwellings including affordable housing (subject to viability); specialist accommodation for older people including residential care home; local centre and active ground floor uses comprising up to 600 sqm of flexible floorspace for retail (including small convenience food store); up to 275 sqm of health, nursery and community; up to 7,700 sqm of employment space; up to 950 sqm of cafe, restaurant, takeaway and public house floorspace; up to a 2,250sqm (up to 2FE) primary school with associated playing fields (Use Class F1(a)); and associated road infrastructure, landscaping (including Sustainable Urban Drainage Systems), public realm and amenity space (all matters reserved except for vehicular access), land at Winnington Works	Wed 22 Dec 2021	Awaiting decision
21/03746/FUL Single storey front extension with external courtyard space, and alteration to the exterior materials of the dwelling (Amended description) Centila Cogshall Lane Comberbach	25 October 2021	Refused
22/00953/FUL - Demolition of existing porch, single storey glazed link extension, single storey and two storey extension, first floor balcony, alterations to existing garage, Wayside Cottage, Hough Lane	Tuesday 26 April 2022	Awaiting decision
22/00792/FUL - Change of Use of Land from Horticulture to Landscaping Business including Use of Previously Existing PolyTunnels (x2), Tool Shed, Potting Shed and Reuse of Porta Cabin as Office, Erection of Tool Shed, Small Workshop Building and Office Building and Siting of 4x Mobile Containers, Land To South of Hough Lane Farm	3 May 2022	Awaiting decision
22/01925/TPO - 1x Magnolia in the front garden requires a general size reduction of		Approved

the canopy by 1m around. 1x Hazel growing in the side garden boundary hedge requires pruning back to previous points, around a 3rd off. 6 Kennelwood Road		
22/01566/FUL - Single storey front extension, single storey rear extension to include cladding to rear first floor West View	27 April 2022	Awaiting decision
22/01512/FUL - Erection of oak framed car port, Paddock View, 68 Senna Lane	14 April 2022	Awaiting decision
22/03211/TPO – silver birch – reduce regrowth throughout by 1.5m – 2.5m to keep crown in check, 15 Freshfields	24 August 2022	Awaiting decision
22/03311/FUL - demolition of existing dwelling, erection of dwelling, and a single storey outbuilding to provide ancillary accommodation, 57 Senna Lane	2 September 2022	Awaiting decision
22/03678/FUL - First storey side extension above existing garage 18 Chapel Close	12 October 2022	Awaiting decision
22/03695/FUL - first floor front extension and single storey side extension, storm porch to front, replacement windows and full render of existing dwelling Cogshall House	17 October 2022	Awaiting decision