

**Capenhurst and Ledsham Parish Council**  
**Annual Parish Council Minutes**  
**8th May 2019**  
**Capenhurst Primary School**

Present: Cllr J Pemberton (Chair), Cllr T Foster, Cllr J Tomlinson, Cllr M Brassington

In attendance: Lisa Tiplady (Clerk)

2 representative from Urenco, 2 representatives from the Police and no members of the public.

Meeting started at 7.15pm following the Annual Parish Meeting.

**1 Procedural matters**

- (a) Current Chairman stands down. Cllr Pemberton stood down from her position as Chair.
- (b) To elect a Chairman for the year 2019/2020. It was proposed by Cllr Foster and seconded by Cllr Brassington to elect Cllr Pemberton as Chair.
- (c) To elect a Vice-Chairman for the year 2019/2020 Election of Vice-Chair will be postponed to the next meeting.
- (d) Code of conduct and Member's Interests. The Clerk distributed the forms and the Acceptance of office forms were countersigned by the Clerk. Some members of the Council were concerned regarding their personal information being made public.  
ACTION: Councillors with concerns to contact ChALC for guidance.
- (e) Appointment of sub-committees and representatives to external organisations. Cllr Pemberton and Cllr Tomlinson will represent the Parish Council at the Urenco liaison meetings.
- (f) Apologies. Apologies received from Cllr Warden (Work)
- (g) Declarations of interest. Cllr Pemberton has shares in B4RN.
- (h) Confirmation of the minutes of the Ordinary meeting of the Council held on Wednesday 13th March 2019. It was proposed by Cllr Tomlinson and seconded by Cllr Brassington to accept the minutes of the meeting as an accurate record. The Chairman signed a copy of the minutes.
- (i) Dates of future meetings.

**2019**

It was decided due to Cllr Pemberton's work commitments that meetings will now take place on the 1st Tuesday of the month but will remain on the 13th November due to bonfire night.

2nd July 7pm Capenhurst Court, Urenco

3rd September 7pm School

13th November 7pm Capenhurst Court, Urenco

**2. Community engagement/Communications**

- (a) Urenco representative. Neil Fagan confirmed he has a meeting planned with Neil Hardwick to discuss new routes across Urenco land for the B4RN project. Urenco staff will shortly be litter picking in the village, Cllr Pemberton has hi-vis jackets, pickers and bags and has asked the Urenco staff to focus on the train station area of the village. Mr Fagan

confirmed that the speed sign has been ordered for the other side of the village. Mr Fagan noted that staff had complained about being overtaken whilst driving at the speed limit in the Village. The police commented that dashcam footage can be uploaded onto a special website. PCSO Leason will distribute posters for noticeboard, one for Urenco and a digital one for the website.

Cllr Pemberton noted that at the weekend she had complained about noise coming from the Urenco park. Mr Fagan has asked for road sweeping to be completed Monday-Friday and if it must be completed at the weekend it will be after 10am.

Mr Fagan noted that there is approximately 43Km of drainage under the Urenco site which includes drainage from local residents properties-these are currently in the process of being cleaned. Mr Fagan is working alongside Cllr Pemberton in preparation for the Britain in Bloom competition.

Mr Fagan noted in Cllr Pemberton's review of the year that the Parish Council do not fully understand a lot of the planning associated with Urenco. Mr Fagan has offered to explain any difficulties in technical knowledge wherever he can.

Mr Pilkington noted that 2 out of the 3 silencers have been completed. The third one arrived as planned but did not fit. The modified part will now be arriving on Tuesday 14th May 2019. In the meantime the loud stack is only being used Monday-Friday as little as possible to minimise disruption to local residents. Following the third silencers installation there will be sound testing-the results will be distributed to the Parish Council.

(b) Visiting officers. PCSO Hannah Templeton and PCSO Wendy Leason attended the meeting. The following incidents were noted between 1/4/19 and 1/5/19

<b>Date</b>	<b>Offence</b>	<b>Details</b>
<b>02/04/2019</b>	<b>Suspicious Activity</b>	<b>Male in a Van parked on a private driveway on Capenhurst Lane.</b>
<b>13/04/2019</b>	<b>Burglary Other</b>	<b>Shed broken into whilst occupants were on holiday, offenders steel two expensive bikes from within.</b>
<b>22/04/2019</b>	<b>Suspicious Activity</b>	<b>Vehicle containing males has stopped outside a Farm on a number of occasions on the same day. The Males have been seen trying to lift the locked metal gate.</b>

Cllr Tomlinson asked if the police could support her campaign to help get 50mph all the way along the A550. It was noted that the Police can not enforce 20mph speed limits.

ACTION: Clerk to ask Cllr Warden to book the speed gun again.

(c) Visiting member. No members present.

(d) Members of the public speaking time. No members present.

(e) Correspondence from members of the public. Nothing to report

(f) Website. The Clerk is still working on this project.

(g) Events.

Dog show 22nd June 1-4pm in the Village Hall

WI craft group 2nd Tuesday 7-9pm in the Chapel in Ledsham

Soup kitchen 3rd Tuesday 12.15 in Village Hall. £4

Knit and natter at Hoster cafe Fridays twice a month at 1pm.

Race night in October-more information to follow.

ACTION: Cllr Pemberton will ask Hilary for a full list of events in the village,

### 3. Planning

(a) New/recent applications.

19/00545/FUL	OS Field Numbers 2800 and 3685 Dunkirk Lane Capenhurst Chester Cheshire Installation of Substation Comments by 8th April 2019
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(b) Awaiting decision

18/04695/FUL	Old Rectory Nursing Home Rectory Lane Capenhurst Chester CH1 6HN Single storey infill extension, formation of internal courtyard and raised terrace and conversion of existing staff building Status: Awaiting decision
18/04796/OUT	The Kestrels Capenhurst Lane Capenhurst Chester Cheshire CH1 6HE Outline application for new commercial unit (Class B1/B2/B8) Status: Awaiting decision

(c) Decisions

19/00822/LBC	Barncroft Ledsham Village Ledsham Chester Cheshire CH66 0NF Replace original windows and french doors Status: Approval
19/00604/LBC	Inglewood Badgers Rake Lane Ledsham Chester CH66 8PF Internal alterations to wall between drawing room and ante dining room Status: Approval

(d) B4RN permitted development. This subject is still in progress. The project is currently waiting for digging to be completed.

### 4. Highways

(a) Standing consideration of Highways matters

Cllr Tomlinson noted her concerns regarding the fluctuating speed limits along the A550.

- i) Planters. Cllr Pemberton is still awaiting a response to her complaint.
- (b) Speed awareness  
Neil Hardwick has distributed speed limit information. This information has been passed onto the PCSO.
- (c) Speed limit changes.  
The Clerk has contacted CWAC regarding speed limit implementation. The cost of this project is £5500. Urenco have agreed to pay half of the cost.  
ACTION: Clerk to contact CWAC and confirm the project and arrange payment.

## 5. Finance

- (a) Income Received. Precept money received.
- (b) Payments made

Lisa Tiplady (Mileage)	£9.60
ChALC (annual subscription fee)	£113.40
Cheshire Community Development Trust	£72.00 (including £12.00 VAT)

It was proposed by Cllr Pemberton and seconded by Cllr Tomlinson to approve the above payments.

(c) Balances / Bank statements/Payment schedule cash book. The bank balance upto 11th April 2019 was £7035.41. The bank statements were signed. The VAT claim for £96.04 has been processed by the Clerk.

(d) Internal audit. This was completed by Dotty about Accounts. The Clerk had distributed full copies of the report via email before the meeting.

(e) To approve and sign Section 1 of the Annual Return and Governance statement. It was proposed by Cll Pemberton and seconded by Cllr Tomlinson to approve Section 1 of the Annual Return and Governance statement. The paperwork was signed by the Chair.

(f) To approve and sign Section 2 of the Annual Return and Governance statement. It was proposed by Cll Pemberton and seconded by Cllr Tomlinson to approve Section 1 of the Annual Return and Governance statement. The paperwork was signed by the Chair

ACTION:Clerk to post the certificate of exemption to PKF-Littlejohn. Clerk to produce notice for account viewing and distribute for notice boards and facebook page.

## 6. CWAC and other organisations

(a) CWAC correspondence. The Clerk has been emailing CWAC in relation to the Pinfold. CWAC were concerned about bats in the area. The Clerk informed CWAC that the structure has no roof therefore bats are unlikely to be an issue. Insurance details of the driver have been passed onto CWAC.

(b) ChALC/NALC. Nothing to report.

**7. Policy review.** Cllr Tomlinson and Cllr Pemberton will meet on Monday 10th June to finish reviewing the documents.

**8. Britain in Bloom** The judge will be visiting the 1st week in July.

**9. Parish Orderly** Cllr Pemberton was unaware that CWAC no longer finance the parish orderly. There is currently no money for this at the moment.

**10. Members information / speaking time**

Cllr Tomlinson noted that the state of Ledsham Lane is getting worse with the sides of the road collapsing and litter.

ACTION:Clerk to report concerns on CWAC website.

It was noted that the land at Springfields in Ledsham is being used for building materials and waste tipping.

ACTION:Clerk to notify planning, environmental health and the waste licensing department of CWAC.

Cllr Pemberton will be advertising the litter picking dates on Facebook.

Meeting closed 8.50 pm