

Capenhurst and Ledsham Parish Council

Minutes of Parish Council

Date	Tuesday 4th July 2023
Time	7pm
Attended	Councillor Ann Clowes(Chair), Councillor Tania Foster(vice chair), Councillor Joyce Tomlinson, Councillor Gareth Baker, Councillor Colette Francis, Councillor Councillor Christine Pemberton, Councillor Tracey Royle, Councillor Mark Brassington Grace Fogg representing Urenco, Katie Emmett (EDF Renewables) De Anna Greenhalgh (EDF Renewables), Peter Hess (EDF Renewables)
Location & Details	Capenhurst Court, Urenco

1	Procedural Matters <ul style="list-style-type: none">- Apologies – Councillor Jamie Davies, Councillor Simon Eardley (Ward Councillor), Wendy Leason (PCSO), Neil Fagan – Urenco.- Communication – all relevant communications sent to councillors.- Declaration of Interest – None received or declared- Adoption of the Minutes from the last meeting – The following amendments were required to the minutes issued to councillors:<ul style="list-style-type: none">• Item 1 Greg amended to show Grace and Julie amended to show Julia• Item 2 (b) minimum standards for the roads should be amended to show a copy of Minimum Standards for Roads & Bridges• Item 2 (d) should be amended from ABS to ASB and also to show that councillors Clowes and Foster did not advise a letter be submitted to the council but that the complainant, Mrs Mahon and the councillors left on good terms following their discussion• Item 2(f) should be amended to show Cosmic Cape and not caper	CB
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	<p>The items were duly amended in the meeting and each amendment signed by the chair. JT then proposed that the amended minutes be accepted and this was seconded by AC</p> <p>- Resignations & vacancies – none received</p> <p>- Dates of Future Meetings & Locations -</p> <p>Tuesday 5th September 2023, Urenco, Capenhurst Court.</p> <p>Tuesday 7th November 2023, Capenhurst Village Hall.</p> <p>Tuesday 9th January 2024, Urenco, Capenhurst Court.</p> <p>Tuesday 5th March 2024, venue to be confirmed.</p> <p>Clerk to write to the school regarding the use of the Parish Room.</p> <p>- Notice of any urgent AOB - none</p>	
2	Visiting Officers: None	
3	<p>Proposal: The Council purchase personalised hi visibility jackets for all the councillors. TR had sourced three quotes for the jackets and was recommending Elite Workwears quote of approximately £58.20. It couldn't be precise as it would depend on the sizes needed, they will have the names of the individual councillors on. It was proposed that the Elite Workwear quote be accepted by TR, seconded by JT and all present agreed to accepting it.</p> <p>Proposal: The Council pay for the materials, in order for the local WI ladies to make bunting for the Parish Council to own, ready for future celebrations. GF agreed that Urenco could finance the bunting, It was proposed by TR and seconded by CP that TR works closely with the WI and Urenco to get a price for it. All present agreed.</p> <p>Proposal: The Council look at sourcing 15 lamppost poppies for the next Remembrance day. TR pointed out that there was only one supplier for these so she would be unable to get quotes. It was proposed that 15 Lamppost poppies should be ordered with a donation of £45 given by TR and seconded by JT, all present agreed.</p>	<p>TR</p> <p>TR</p> <p>TR</p>
4	<p>Proposal: To form a sub-committee for BiB to be able to spend £700 of the ring fenced funds at any one time. CF explained that herself and CP would form a subcommittee to deal with the BiB spend and would like permission to spend up to £700 on plants etc. It was pointed out that the recommendation was for a minimum of three people on a subcommittee. TF explained that the Councils Financial Policy stated that any spend up to £25 does not need a</p>	CF

	<p>quote, between £25 and £200 needs three quotes and all expenditure needs to be presented to a council meeting for approval unless delegated. CF pointed out that the money in the reserved account was given for BiB from donors. It was pointed out that it would be used for BiB but that the Council had to follow their Financial Policy.</p> <p>The proposal was withdrawn.</p>	
5	<p>BiB update</p> <p>CF gave an update on the Wild flower planting. CF also requested that the ring fenced monies be allocated to show Britain in Bloom and not Horticultural Village Enhancements as previously suggested</p>	
6	<p>Emergency Planning</p> <p>CWaC had been contacted for a map of the area; this had not been received and the Clerk will chase. Also suggested that the Utility Companies be contacted for information regarding the installations in the area.</p>	
7	<p>Proposal – that the PC share the cost of a First Aid kit with the Village Hall in order that it can be used as part of the Emergency Plan.</p> <p>It was agreed that this was a good idea, the cost would be £32.50 each, proposed by TF and seconded by JT, all present agreed.</p>	
8	<p>Request for a page for the village hall on the Council website.</p> <p>There had been a request from the Village Hall Committee to have a page on the Councils website. The council can display a page from another organisation as long as they edit it and don't give access to the group. It was proposed by CP and seconded by TF with all present in agreement that this be permitted. The Village Hall to be asked to supply the copy.</p>	
9	<p>Ledsham Notice Board Update</p> <p>CWAC had suggested that a licence be obtained by the council to erect a notice board, this was approved and given to the Chair. The owners of the nearest property were unhappy as there was a clay pipe under the proposed site. A planter was suggested with the board in it and a licence was applied for this. This licence was disallowed and the original Licence rescinded. Two planters were then installed either side of the bench there which CWAC Enforcement were going to remove along with the bench as they</p>	

	<p>felt they could affect road safety. A suggestion was made to put pavers further up in the village with the sign there and AC to ask CWAC to come out to a site visit. Members of the council were asked to look for further suitable sites in the area to install a notice board.</p>	
10	<p>Cheshire West Crowd</p> <p>AC had attended a presentation regarding this funding stream, it involved a lot of work and requires sponsors to support it. Felt it was not for us especially as there was no project idea currently.</p>	
11	<p>Members of the Public Speaking time:</p> <ul style="list-style-type: none"> • Correspondence from members of the public - request from Village Hall committee. See item 8 • Representatives of Urenco and EDF - EDF Renewables gave a presentation regarding Urenco's Solar Project. (Presentation Attached) Helping Britain achieve Net Zero. • TF also asked GF from Urenco about the unauthorised road closure by one of their contractors and the damage caused to trees by them. GF to look into it. • Correspondence from Ward Councillor, Simon Eardley: • I attach details of a notice received from National Highways regarding drainage improvement works being undertaken between Ledsham Lane and Two Mills and likely to commence on or shortly after 10 July 2023. on or shortly after 10 July 2023 for approximately eight weeks. Most of the work will take place between the hours of 9pm and 5am Monday to Friday. During these times, overnight closures of the A550 northbound and southbound will be in place between its junction with Ledsham Lane and Two Mills junction with the A540 Parkgate Road for safety. Temporary traffic lights will also be in place during the daytime at the work site. • I am delighted to see the fantastic wildflower area in Capenhurst now that it is fully in flower. I haven't had an 	

opportunity yet to see the similar areas in Ledsham but trust they are thriving. I was also pleased to arrange a site visit in Ledsham on 26 May with Cllr Francis and Dori Miller alongside a CWaC StreetScene officer. This was to address concerns regarding grass cutting of wildflower areas that have been planted in the village. The discussions were positive and the points about not cutting where these areas have been implemented was taken on board fully (I hope!)

- Member Budget projects. I am now beginning to slot into my planning various Member Budget projects and am keen to consider suggestions from within the Capenhurst and Ledsham area. From a recent meeting with my designated CWaC Locality Officer, I noted the following broad priorities for the future (broadly defined), some of which may be possible to progress via small grants – others clearly less so:

- Securing the whole resurfacing of Capenhurst Lane (from the church to the railway bridge)
- Long term solution to the Penfold Close, Capenhurst green space (working with both the parish council and residents)
- Dunkirk Lane – permanent / more consistent CCTV presence for littering / fly tipping – an ongoing priority but the importance of which was emphasised following the recent awful fly tipping incident from 26/05/23
- Siding out – railway station to Urenco
- Ledsham – securing the resurfacing of pavements in the village.

	<p>It may also be that the larger 'Neighbourhood Pride' budget is also introduced again this coming year. If that is so, I will be pleased to consider other projects which might be supported from this resource.</p> <ul style="list-style-type: none"> • Internet/Website/Facebook - Ashley Smith would be asked to produce a page within our website for the information on the village hall and also to update the details on our site. As per Item 8 • Events - Cosmic Cape. Planning appeared to be going well with ticket sales looking good. 	
12	<p>Planning Report from Planning Sub Committee for meeting 4/7/23</p> <p>There is presently one application for a discharge of conditions by Native River Limited in relation to a battery storage park. I am asking the sub-committee to meet to discuss this as the plans provided appear to be of a different area of Capenhurst to the battery park.</p> <p>We have also received an application from Urenco for the installation of solar panels on Capenhurst Court. It has been noted and pointed out to Peter Bradley that the application refers to the building incorrectly as an industrial building, when in fact it is an office building. Other than that the planning sub-committee could see no problems with it and following protocols recommended that a no objections comment was submitted to CWAC.</p> <p>I am happy to report that the Village Hall has received approval for the new hall and thank the parish council on behalf of the village hall committee for its assistance in this matter. Hopefully the new hall will be a totally self-sufficient building and form a central part in the emergency planning for the parish council and community</p> <p>Tania Foster</p>	
13	<p>Finance: RFO report</p>	

	<p>As agreed I have registered for self-exemption under the local audit (smaller authorities) regulations 2015 with our external auditors PKF Littlejohn. I have been asked by the chair for a confirmation of receipt, but they are not providing them at the moment. I will provide one as soon as they issue it.</p> <p>We have completed our audit and I have attached the document for you all to read. Unfortunately I had some issues in transferring the documentation over to him and transferred an older document. However, we have now agreed to share the finance part of the Drive which means he has access to all the final documents. He is now happy that we are implementing recommendations and approves of these RFO reports and has declared that we have met our responsibilities. The Finance Protocol has been issued too. I appreciate members may feel some frustration with the process, however, we need to be seen to be following the process.</p> <p>Our present bank balance stands at £10,221.15. £1148.92 and £2,852.45 of that remains ring fenced for specified projects.</p> <p>Income since our last meeting:</p> <ul style="list-style-type: none"> • None <p>Expenditure as agreed at our last meeting:</p> <ul style="list-style-type: none"> • £90 Chester Solutions for Domain Hosting • £12 for the concrete required for the flagpole <p>Regular Payments, as agreed at the AGM:</p> <ul style="list-style-type: none"> • £116.55 Annual ChALC membership • £383.26 Annual insurance premium to Zurich Insurance • £507 wages <p>Expenditure requiring agreement:</p> <ul style="list-style-type: none"> • None on agenda. Flags need to be dealt with. 	
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	<p>Please request to see the full accounts should you need to at any time.</p> <p>I would like to propose that this report is accepted by councillors.</p> <p>Tania Foster (RFO)</p> <ul style="list-style-type: none"> - Clarification on Payments – see 4 above - Proposal – that National Westminster continue to be the Councils Bank, all present agreed - Proposal – That BACS is accepted as the form of payment for the PC, all present agreed. - Proposal – that the RFO be granted permission to pay the non-contested election fees (£182) when requested by CWAC, all present agreed. 	
14	<p>Penfold Close Update</p> <p>TR had offered a meeting with the residents of Penfold Close particularly those backing onto the site, no one had accepted this offer. It has been confirmed as a Children's play area and several of the residents would like it reinstated as such for somewhere safe for the children to play. To be included in the Agenda for September.</p>	
15	<p>D day Celebrations</p> <p>It was agreed that as the meeting had run out of time that this be included in the Agenda for the September meeting. AC asked for people to bring ideas to that meeting.</p>	
16	<p>Members Information - dealt with at item 1 procedural matters</p>	
17	<p>Members Speaking Time</p> <ul style="list-style-type: none"> • Councillors • Visiting members <p>Bins</p> <p>The council will look into what permissions are needed for Dog Waste bins and apply for them, GF from Urenco will order them once permissions received.</p>	

	Meeting closed at 21.00 pm	
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Minutes Approved

Date of Meeting.....