



UTKINTON AND COTEBROOK PARISH COUNCIL MEETING

Cotebrook Village Hall on
Tuesday 9th January 2024 at 7pm

Clerk & RFO: Kath Lloyd

Email: utkintonandcotebrookclerk@gmail.com

MINUTES

09.01.01	Public Open Forum	ACTIONS
	<p>PCSO Jorge Ferreira attended and wished everyone a happy new year. He thanked the council and village halls for their support in enabling him to hold his surgeries locally and reassured everyone that the parish had very low crime rates. His recent work has largely been connected with flooding and storm damage over the last few weeks and he congratulated all present on living in such a pleasant area.</p> <p>There was a question from Cllr Atkinson about recent speed monitoring and PCSO Ferreira was happy to report that recent monitoring had resulted in few or no incidents of speeding which proves that the presence of the monitoring is working as a deterrent. PCSO Ferreira is trying to extend the number of local roads covered and will continue to report back to the parish council.</p> <p>The Chair thanked PCSO Ferreira for his attendance and his report.</p>	
	<p>Present: Cllr Marian Atkinson, Cllr Matthew Grant, Cllr Andrew Needham, Cllr Graham Spencer (Chair), Cllr Caroline Stubbs</p> <p>Apologies accepted: Cllr Sarah Crawford, Cllr Tony Dahill and Cllr Graham Stewart</p> <p>In attendance: Chris Wilcocks from the Beeston Station Re-opening Group, CWaC Ward Cllr Charles Hardy and Kath Lloyd, Clerk</p>	
	<p>Declarations of Interest: Cllr Spencer declared that he had a non-pecuniary interest in Item 09.01.04 as he is a member of the Beeston and Tarporley Station Re-Opening Group</p>	
	<p>Beeston Station Re-opening: The Chair welcomed Chris Willcocks from Beeston and Tarporley Station Re-Opening Group who was pleased to announce that after several years of hard work, the group reached a milestone in December 2023 when the government approved the scheme as a feasible project which enables the group to move to the next stage of the process.</p> <p>Chris has approached material stakeholders including CWaC, Cheshire East, Network Rail, Transport for the North, Transport for Wales and the Northern Powerhouse and all have agreed to be part of the scheme and are meeting to produce a comprehensive finance and project plan. The scheme envisages the station re-opening on the opposite side of the road to the original station and it will include sufficient parking and cycle racks, two platforms and a ticket machine (the station will be unmanned). The estimated cost at the moment is between £7m and £12m.</p> <p>Chris noted that the scheme still has a long way to go but as the longest stretch of railway track in England without a station (Crewe to Chester), the team are feeling confident. The Chair thanked Chris for the update and the parish council agreed that the prospect, although having some challenges, was exciting for the rural community it could serve. The group has a facebook page for more information and updates Beeston and Tarporley Station Reopening Group Facebook</p>	
	<p>Minutes of Parish Council meeting of 14th December 2023: The minutes of the last parish council meeting were approved as accurate, proposed by Cllr Grant and seconded by Cllr Stubbs.</p> <p>Matters arising: Item 14.12.06 Cllr Needham reported that he had spoken to the manufacturers of the water pipework who insist that the pipes are fit for purpose but may have been wrongly fitted and recommend that all pipework should be checked every 5 – 10 years.</p>	
	<p>Meeting time: there was a discussion on the proposal to start all future council meetings at 7pm and it was recognised that this might not suit everyone. Cllr Grant proposed that</p>	

	<p>meetings start at 7pm, seconded by Cllr Spencer, resolved by a majority.</p> <p>There was also a discussion about changing the weekday evening of the council meeting and the Clerk was requested to add this item to the agenda for the February Parish Council meeting.</p>	Clerk
09.01.07	<p>Cheshire West & Chester Council Matters: Cllr Hardy urged councillors to participate in the CWaC Transport Strategy consultation https://participatenow.cheshirewestandchester.gov.uk/local-transport-plan-4-phase-1 The Clerk has submitted a response on behalf of the parish council and emailed the “Join the Dots” report that was written by ex Cllr Francis Tunney (with his permission) which has been promoted previously to CWaC Officers. Cllr Hardy has tried to persuade CWaC Officers to hold a face to face information session in Tarporley but has not been successful to date.</p> <p>Cllr Hardy has been in touch with CWaC Highways following the recent road re-surfacing on John Street which appears to be breaking up within four weeks of it being laid. It is understood that a Senior Engineer will make a site visit to assess the condition of the new surface.</p> <p>There has been considerable flooding outside the Shire Horse Centre partly due to a settlement tank not being adequately emptied, Cllr Hardy thinks that this is now receiving attention.</p> <p>Cllr Atkinson asked if Cllr Hardy could raise the poor condition of Oulton Mill Lane with CWaC Highways.</p>	
09.01.08	<p>Work Programme: the council received updates on the following:</p> <p>09.01.08.1 Website launch – ready to launch on Monday 15th January and Clerk will send the link to councillors and post on social media platforms. The new webpage will enable residents to sign up for newsletters and information emails and contain a calendar of events/meetings.</p> <p>09.01.08.2 Gateway signs – in progress</p> <p>09.01.08.3 Notice boards – to be installed asap</p> <p>09.01.08.4 High Billinge pond fence – to be installed asap</p> <p>09.01.08.5 Tree Survey – Clerk to chase up contractor</p>	
09.01.09	<p>Planning Applications: There were no planning applications over the Christmas period.</p>	

09.01.10

Finance Matters

09.01.10.1 The council approved the accounts for payment and note accounts paid since 14th Dec 2023

PAYMENTS MADE (approved 13th Dec 2023)		
Audlem Printers	Artwork and publication of Parish Times	175
Kathryn Lloyd	Clerk's salary + back pay of pay award to 1 st April 2023	618
CHaLC	Training – Cllr Spencer – Roles & Responsibilities	25
Cheshire West and Chester Council	First instalment of two – May 2023 election costs	90.50

PAYMENTS DUE – as at 9th January 2024		
Kathryn Lloyd	Clerk's salary	362
Francis Tunney	Charge for website domain	19.20

09.01.10.2 Council noted the bank balance and cash book at the end of December 2023

Bank Reconciliation at 31st December 2023

Cash Book	Balance b/fwd	£14,836.04
Plus	Receipts	£6,708.51
Less	Payments	£3,270.67
		£18,273.88

Bank	Current a/c	£0.00
	Deposit a/c	£18,273.88
Less unpresented cheques		
		£18,273.88

09.01.10.3 After a discussion and consideration of a briefing paper presented by the Clerk, Cllr Atkinson proposed that the council request a sum of £11,200 from CWaC as the precept needed for the year 2024 -25, seconded by Cllr Stubbs and passed unanimously.

Clerk to process

09.01.11

Councillor's reports and items for future agenda:

1. Cllr Grant asked that the council consider replacing the flag at Rose Farm which is now looking very worn – agenda at next meeting
2. Cllr Atkinson asked for an update on the cherry trees that the council had agreed to buy. Cllr Spencer and Cllr Dahill will liaise with Cllr Atkinson on precise locations for planting
3. Cllr Atkinson asked if some wildflower seeds could be sown around the notice board at Cotebrook – Cllr Spencer to organise.
4. Cllr Grant asked if the council could consider changing the day that the council meets – agenda at next meeting.

09.01.12

Date of future meetings

See below

MEETING DATES 2024

Tuesday February 13 th	Utkinton Village Hall
Tuesday March 12 th	Cotebrook Village Hall
Tuesday April 9 th	Utkinton Village Hall

Tuesday May 14 th	Cotebrook Village Hall
Tuesday June 11 th	Utkinton Village Hall
Tuesday July 9 th	Cotebrook Village Hall
NO MEETING IN AUGUST	
Tuesday September 10 th	Utkinton Village Hall
Tuesday October 8 th	Cotebrook Village Hall
Tuesday November 12 th	Utkinton Village Hall
Tuesday December 10 th	Utkinton Village Hall – starts at 7pm for one hour only