



# UPTON BY CHESTER AND DISTRICT PARISH COUNCIL

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**Minutes of the Meeting of Upton by Chester and District Parish Council held on Monday 12 December 2022, 7.30pm, at Upton Pavilion, Wealstone Lane, Upton, Chester.**

**Present:** Cllr Carter, Cllr T Egerton-Parry (Chairman), Cllr Greenhalgh, Cllr Houlbrook, Cllr Hulmes, Cllr Jenkins, Cllr Keenan, Cllr Samuel and Cllr Walker.

**In attendance:** Suzi Bull, Clerk/Proper Officer and 3 members of the public.

The Chairman proposed that several agenda items be deferred to the next meeting due to time restrictions for this meeting.

**Resolved: Agreed unanimously.**

Emergency item: The Chairman asked for an emergency agenda item to be taken due to the preceding Planning Committee meeting being inquorate. A submission to the Planning Authority is due before a new meeting may be convened.

**Resolved: Agreed unanimously.**

## **174.22 PLANNING APPLICATION 22/03028/OUT.**

**Cllr Houlbrook left the room whilst this item was considered.**

Members considered the following planning application:

22/03028/OUT Outline planning permission for erection of a hospital building, including the construction of a link to the adjacent building, the erection of compounds for storage and for housing power supply units, the demolition of existing buildings and associated landscape works. Full planning permission for a car park on the 1829 Site, for the partial demolition of the existing Women and Children's Building and the after use of the site for a car park, and alterations to an on-site roundabout. The Countess of Chester Hospital, The Countess of Chester Health Park, Liverpool Road, Upton, Chester, CH2 1UL

**Resolved: that the Clerk will submit further comments as below:**

The Parish Council maintains its objection to the application as previously submitted and further more:

- The Parish Council objects to the amended planning application, irrespective of the temporary/non-temporary status of the proposed car park, for the following reasons:
- Contravention of the Local Plan policy SOC6 where the cricket pitch to the front of the 1829 Building sits within CWAC designated 'open space'.
- The proposed car park would be within the curtilage of the Grade II listed 1829 Building and pose a significant detrimental impact on the visual amenity of the building, and significant harm to its setting, with specific reference to the building frontage.
- It is disingenuous to cite adjacent built form as justification for development, temporary or otherwise on the cricket pitch.
- The 2005 Development Brief for the surplus land on the Health Park in planning application 07/00181/OUT specifically references the 'strong landscape features of the cricket pitch'. These would be significantly compromised if development were to take place.
- Contravention of the Neighbourhood Plan policy PC3, 'landscape and recreational spaces' noting that in the development of the now 'made' plan, local people expressed strong support for 'relating to the protection of existing open space'.
- Loss of amenity to local people, for the purpose of open space for exercise and well-being.
- Loss of visual amenity for many residents of Upton Dene Care Home which overlooks the green space.
- Whilst on a developed site within the Green Belt, the principle of not developing open or green space should be paramount, no exceptional circumstances are demonstrated in this case.
- Other than cost, there is little indication in the amended supporting statements as to why it is not possible for the original car park plans to be progressed. This suggests inadequate processes in preparation of the original planning application.
- There is a little to suggest that 'temporary' nature of the car park will be honoured and the vast majority of 'temporary' car parking on the site has become permanent.
- It appears that many residents are not aware of the significant change to applications and as such in the festive season may be unable to comment. It is strongly felt that the consultation period should be extended.
- Furthermore, several residents have reported being unable to comment on the application via the online portal. Whilst not wishing to conjure up a conspiracy, this will likely disenfranchise local people.

#### **175.22. OPEN FORUM.**

A trustee of The Heath Youth Club attended the meeting to request that the Parish Council considers an additional budget line (in the 2023/24 budget), for the provision of funding towards community youth provision.

Crowd fund raising has so far reached £3,500 for the first year's costs for trained and qualified staff. It is hoped that there will be match funding available.

The trustees are now looking at year two costs, estimated at £5,000 for trained and qualified staff.

It was acknowledged that 'youth provision' has been identified as important in the recent parish survey.

A suggested request of £3,000 was put forward.

**Resolved: This will be referred to the Finance Committee.**

#### **176.22 APOLOGIES FOR ABSENCE.**

Apologies for absence were received from Cllr Bennion, Cllr Byran, Cllr Booth, Cllr J Egerton-Parry and Cllr Poulton.

**Resolved: noted.**

#### **177.22. DECLARATIONS OF INTEREST.**

Members were invited to declare any interests they may have in items on this agenda as per the Code of Conduct.

**Cllr Houlbrook declared an interest in emergency item no: 174.22, planning application.**

#### **178.22. COMMUNITY SAFETY.**

A crime report for Upton was received and circulated. No member of community safety attended the meeting.

**Resolved: noted. The Chairman drew attention to the 'cash back' initiative being run by the Police and Crime Commissioner.**

**Resolved: that Cllrs will pass any ideas for how Upton may benefit from this to the Clerk. The Clerk will liaise with the PCSO.**

#### **179.22. MINUTES.**

**Resolved: That the Minutes of the meeting held on Monday 14 November 2022, also the Minutes of the meeting held on Monday 17 October 2022 as amended, were confirmed as a correct record and signed by the Chairman.**

**Proposed by Cllr Houlbrook, seconded by Cllr Keenan. All agreed.**

#### **180.22 CLERK'S REPORT.**

It was further reported that no applications for the vacancy for an assistant clerk have been received.

**Resolved: That the Clerk's Report was received and noted. The vacancy will be re-posted in the new year.**

#### **181.22 COMMITTEE MINUTES.**

**Resolved: That the Minutes of the committee meetings held since the last meeting were received:**

- **Employment Committee 21.11.22**
- **General Purposes Committee 21.11.22**

#### **182.22 FINANCE AND ACCOUNTS REPORTS.**

See appendix 1

**Resolved: That the payment of invoices for goods and services rendered were approved. Receipts and details of current balances were noted.**

**Proposed by Cllr Egerton-Parry, seconded by Cllr Houlbrook. All agreed.**

### **183.22 DRAFT BUDGET.**

**Resolved: that the review of the draft budget will be deferred until January.**

The following proposal for expenditure in the next budget was proposed:

A speed indicator device for use on roads in Upton by the community speed watch group, at an approximate cost of £2,500.

Highways signage to prohibit car parking on grass verges at an estimated cost of £15,000, to cover approximately 70% of Upton roads.

**Resolved: That both items will be put forward to the Finance Committee, for consideration in the budget setting process.**

### **184.22. CAR BOOT SALE.**

Members considered a request to waiver pitch fees for charities, also, if trade tables are permitted to hire a pitch at the car boot sales.

**Resolved: That trade and craft stalls will be permitted to attend at car boot sales. The £5 pitch fee will be applicable to all stallholders.**

**Proposed by Cllr Houlbrook, seconded by Cllr Jenkins. All agreed.**

### **185.22 CAR PARKING/TRAFFIC FLOW/LIGHTING AT THE PAVILION.**

This item was deferred to the next meeting.

### **186.22 TREE AT MARL HEYS.**

This item was deferred to the next meeting.

### **187.22 EMPLOYMENT COMMITTEE.**

This item was deferred to the next meeting.

### **188.22 GREEN FLAG AWARD.**

To consider whether to apply for a national Green Flag Award for the QE II Playing Field.

**Resolved: That the Parish Council will not seek to apply for the Green Flag Award.**

### **189.22 PLANNING COMMITTEE.**

Part I of this agenda item - to consider and approve a proposal for a new structure for the new Planning Committee - was deferred to the next meeting.

Councillors considered and approved the draft Terms of Reference for the new, approved, Planning and Neighbourhood Plan Committee.

**The Clerk has delegated powers to submit comments to the planning authority until the new committee is fully established.**

**Two additional members of the Parish Council will join the new committee; Cllr T Egerton-Parry and Cllr Greenhalgh.**

### **190.22 HIS MAJESTY KING CHARLES III CORONATION.**

This item was deferred to the next meeting.

#### **191.22 ASSET OF COMMUNITY VALUE – THE FROG PUBLIC HOUSE.**

**Resolved: That the Clerk will submit the following information in support of an application to CW&C Council to list the Frog Public House as an asset of community value:**

- The building is a recognisable landmark, situated at a prominent location on Liverpool Road, at the 'gateway' into the parish.
- As one of several public houses in Upton it offers a vital leisure amenity to Upton residents.
- It's proximity to the Dale Camp that is set on the outside of other amenities makes it a popular venue for families in residence.
- The pub offers value dining and a focus on broadcasting sporting events which may not be available elsewhere and offers an important service to many Upton residents.
- The pub is a 'hub' for social interaction.
- The building is of historical importance and features in local history books.
- Despite several changes in ownership and management over the last few years, the pub continues to serve the Upton community.

#### **192.22 CAR PARKING AT WESTON GROVE.**

This item was deferred to the next meeting.

#### **193.22 EXCLUSION OF PRESS AND PUBLIC.**

**If resolved by the Committee, in accordance with the Public Bodies (admission to meetings) Act 1960 as extended by the Local Government Act 1972, section 100, the press and public will be excluded from the meeting for discussion of the undermentioned item(s), on the grounds that the publication of the matter would be prejudicial to the public interest by reason of the confidential nature of the business transacted.**

#### **194.22 AUDIT COMPLAINT.**

**Resolved: That the draft response to the national auditor in relation to a complaint regarding governance on the Annual Return 2021/22 was approved and will be sent to the national auditor.**

#### **195.22 DATE OF THE NEXT MEETING.**

**Resolved: That the date and time of the next meeting will be on 16 January 2023 at 7.30pm.**

## Appendix 1

### PAYMENTS

#### Admin

Microsoft	11.28	
Yorkshire Bank	39.28	Charges
SumUp	14.71	Fee
Pockit	1.99	Fee
Stripe	20.38	Fee
GoCardless	0.93	Fee
Survey Monkey	384.00	Subscription
Amazon	46.95	Stationery
The Heath YC	500.00	Grant
ICO	35.00	Subscription
Tickify	96.00	Website
Co-op	13.04	Postage

#### Employment

Salaries/Pen/HMRC 10968.68

#### Environment

Botanica		
Landscape	3597.50	Contractor
Newton		
Landscapes	370.00	Contractor
Agrovista	428.80	Supplies

#### Facilities

L Lewis	211.47	Supplies
Essell Cleaning		
Supp	63.40	Supplies
Amazon	8.09	Supplies
Play Point Sport	61.55	Contractor

#### Utilities

Bulb Energy	1003.48	Electricity
Water Plus	32.24	Water
BT	40.04	Mobile phone

### PETTY CASH EXP

Tesco	1.65	Refreshment
Rightway Ltd	4.99	Supplies
Home Bargains	43.45	Christmas
Morrisons	16.05	Petrol

### RECEIPTS

SumUp	870.70	Pavilion Rec
GoCardless	24.00	
Stripe	515.00	
Room Hire	180.00	Flowers
Bank Credit	0.17	
Bank Interest	155.67	
Cash Receipts	285.00	Pavilion Rec
Resident	600.00	Tree works
CW&C Council	700.00	Grant

### BALANCES

Yorkshire Bank	125866.24
Petty Cash	343.07