

**CHAPEL AND HILL CHORLTON PARISH COUNCIL
MINUTES OF EXTRA ORDINARY MEETING held on
Monday 13th November 2017 at Copeland Cottage, Haddon Lane, Chapel Chorlton
at 7:00pm**

Present:

Councillors: D. Sant (Chairman), H. Butters, C. Folwell, Mrs V Folwell, P. Hunt, J. Neal,
Acting Clerk-Mrs J Simpson

1.0 To receive apologies for absence.

All were present.

2.0 Planning Applications.

- a. 17/00815/FUL-Land between Cloud End and Railway Line, Chorlton Mill Lane, Chapel Chorlton-erection of a stable block and associated works.

<http://publicaccess.newcastle-staffs.gov.uk/online-applications/PLAN/1700815/FUL>

The Council objected to the application. The access lane is unsuitable for vehicles, trailers and construction traffic: there are issues in relation to footpath number 2. The development is too close to the footpath and would potentially cause issues between pedestrians and riders. The footpath also appears to be the same as vehicle access presenting a further conflict of usage. There also appears to be a proposal to put a gate across the footpath. The proposed construction is not in keeping with the local area.

- b. 17/00836/FUL-School House, Haddon lane, Chapel Chorlton- conversion of attached garage to provide additional living space.

<http://publicaccess.newcastle-staffs.gov.uk/online-applications/PLAN/1700836/FUL>

The Council could find no material planning objections. However, it did express some concern that this development had the potential to be sold as a separate dwelling at a future date. It noted the close proximity to the village green and potential issues with surface water drainage.

It was noted that concerns had been raised by a parishioner re agricultural development at Coombesdale, Haddon Lane, Chapel Chorlton. It was agreed it was a planning enforcement matter.

**Next
agenda**

3.0 Resolved to exclude members of the public from the following agenda item due to the contractual nature of the discussion.

There were no members of the public present.

4.0 Appointment of Parish Clerk/RFO.

An application Form and CV had been submitted by Mrs. Janet Simpson. A reference had been supplied.

There had been discussions and a draft contract and Job description

circulated. To all councillors and Clerk
Amendments were discussed at the meeting and agreed. J Neal to circulate final contract **JN**

Resolved to appoint Mrs. J Simpson as Clerk/RFO for Chapel and Hill Chorlton Parish Council with immediate effect.

Further resolved to appoint on salary scale LC2 SPC 26

- 5.0** It was **resolved** to approve the following actions.
- Clerk to set up Council business email address and circulate to all. **Clerk**
 - C. Folwell to look at draft basic specification of web site and send to Clerk so 3 quotations could be sought. **CF**
 - Contact details of new Clerk to be added to Church magazine. **VF**
 - Clerk to advise NBC and SCC of new contact details. **Clerk**
 - It was noted that the vacancy for a Parish Councillor needed to be progressed. Clerk to check correct procedure due to vacancy being within 6 months of elections. **Clerk**

Financial Matters.

It was **resolved** to add Mrs. V Folwell to the list of signatories to the bank mandate.

It was noted that the Notice of Completion of Audit needed to be displayed on the Parish noticeboards. Clerk to complete the form and send to Mrs. V Folwell to display on the noticeboards. **Clerk VF**

It was further noted that there had been a request from the previous Clerk for her gratuity fund. The chairman was to investigate with Liz Dodds at NBC as regards the correct procedure. **DS Next agenda**

Next Regular Meeting.

THE NEXT CHAPEL AND HILL CHORLTON PARISH COUNCIL
REGULAR MEETING WILL TAKE PLACE ON **TUESDAY 12TH**
DECEMBER 2017 at 7:00pm at .

The Chairman thanked the Councillors for their attendance, and there being no further business, closed the Meeting at 8.15pm