

MINUTES OF A MEETING OF SAUGHALL AND SHOTWICK PARK PARISH
COUNCIL held on 13 May 2002 at the Vernon Institute, Saughall

In attendance: Councillor Mrs M Anderson
Councillor A Bailey
Councillor CW Eyton
Councillor Mrs P Humphrey
Councillor Mrs J Johnson
Councillor B Kerr
Councillor JA Marsden
Councillor C Moss
Councillor R Shukla
Councillor RA Storrar
Councillor Mrs JE Storrar
Councillor A Warrington
Councillor Mrs D Whitton
Councillor Mrs J Young

PC G Cooper

77 APPOINTMENT OF CHAIRMAN

RESOLVED:

That Councillor A Bailey be appointed Chairman of the Council for the ensuing Municipal Year.

78 CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE

RESOLVED:

That the Chairman's Declaration of Acceptance of Office be received.

79 APPOINTMENT OF VICE-CHAIRMAN

RESOLVED:

That Councillor B Kerr be appointed Vice-Chairman of the Council for the ensuing Municipal Year.

80 APOLOGIES FOR ABSENCE

Apologies were received from Mr C McIlwrick (Homewatch Co-ordinator).

81 MODEL CODE OF CONDUCT

Declarations of Interest were received from the following Member(s) who took no part in the discussion or the vote thereon:

Member	Item
Councillor C Moss	Parish Room Rates

82 MINUTES

RESOLVED:

That the Minutes of the meeting of the Council held on 8 April 2002 be confirmed as a correct record.

83 MATTERS ARISING FROM THE MINUTES

Minute No 65 – Minutes of Committees etc.
Finance and General Purposes Committee
25 Best Kept Village/Civic Pride Competition

It was noted that the verge on Long Lane had not been reinstated to an appropriate standard.

RESOLVED:

That the Clerk be requested to make appropriate representations to the District Engineer.

Minute No 68 – Highway Matters
(b) School Transport in Saughall

Councillor Mrs D Whitton reported on problems experienced by the school buses picking up opposite the Thomas Wedge CE (Controlled) Junior School. She also reported that there continued to be chaos on a morning at the end of the Ridings junction with Hermitage Road. There were access difficulties.

RESOLVED:

That Councillor Mrs D Whitton be requested to take the issues raised forward with the relevant parties and that issues relating to School Transport be revisited in September 2002.

84 COMMITTEE STRUCTURE

The Council reviewed its Committee Structure, considered what forums it required for its new administration and allocated seats accordingly.

RESOLVED: That

(1) the Council's Committee Structure for the ensuing year be as follows:

Finance and General Purposes Committee
Chairman of the Council
Vice-Chairman of the Council
Councillor Mrs M Anderson
Councillor CW Eyton
Councillor R Shukla
Councillor A Warrington

Planning Committee

Councillor Mrs P Humphrey
Councillor Mrs J Jackson
Councillor JA Marsden
Councillor C Moss
Councillor Mrs JE Storrar
Councillor Mrs J Young

Community Safety Committee (Replacing the Crime and Disorder Committee)

Councillor Mrs M Anderson
Councillor Mrs P Humphrey
Councillor Mrs Johnson
Councillor Mrs JE Storrar
Councillor A Warrington
Councillor Mrs D Whitton
Mr C McIlwrick (Co-opted Member)

Golden Jubilee Park Panel – Core Membership

Chairman of the Council
Vice-Chairman of the Council
Councillor JA Marsden
Councillor C Moss
Councillor RA Storrar
Councillor Mrs D Whitton
Other Members and Interested Parties to be co-opted when required

- (2) consideration be given to the establishment of a Parish Plan Steering Group at the next meeting of the Finance and General Purposes Committee.

85 CALENDAR OF MEETINGS

As the Clerk's full time working commitments in respect of her position with Warrington Borough Council were not known, Members agreed to delay finalising its Calendar of Meetings. However, it was necessary to set dates of meetings required in May 2002 and the Council meeting in June 2002.

RESOLVED: That

- (1) the next meeting of the Council be held at 7:30pm on Monday, 10 June 2002 at the Vernon Institute;
- (2) the next meeting of the Finance and General Purposes Committee be held at 7:30pm on Thursday, 23 May 2002 in the Parish Room;
- (3) the next meeting of the Planning Committee be held on the rise of this Council meeting; and
- (4) the Council's draft Calendar of Meetings be further considered at its next meeting.

RESOLVED:

That the appointments be agreed as follows:

- (a) School Governing Bodies
The Ridings Infants – Councillor Mrs P Humphrey
Thomas Wedge CE (Controlled) Junior School – Councillor Mrs J Young
- (b) Chester Area Meetings of the Cheshire Association of Town and Parish Councils
Councillors A Bailey, Mrs JE Storrar and A Warrington
- (c) Joint Panel with representatives of the Vernon Institute Management Committee to administer the Building Maintenance Programme
Councillors A Bailey, C Moss and A Warrington
- (d) Rural Housing Working Party
Councillors A Bailey, Mrs JE Storrar and Mrs J Young
- (e) Vernon Institute Management Committee
Councillor RA Storrar
- (f) Saughall Youth Club Management Committee
Councillor A Warrington
- (g) Chester Police Forum Meetings
Councillors Mrs M Anderson, Mrs P Humphrey and Mrs J Johnson
- (h) Responsible Financial Officer
Clerk
- (i) Internal Auditor
Mr H Dobson to be invited
- (j) Tree Warden
Councillor CW Eyton
- (k) Footpath Walkers

The following were appointed to walk the footpaths allocated twice a year and to bring a report on findings to the September 2002 meeting of the Council:

Councillor CW Eyton	Paths No 4, 7, Permissives 1, 2 and 3 and Shotwick Park No 1.
Councillor RA Storrar	Paths No 5, 6, 10 and 11 (top half of Green Lane)
Councillor A Bailey	Paths No 1, 2, 3 and 9
Councillor Mrs J Young	Paths No 8, 11 (beyond Green Lane) and 12.

87 NALC NATIONAL CONFERENCE AND EXHIBITION, PRESTON GUILDHALL,
14-16 JUNE 2002

RESOLVED:

That Councillors A Bailey and C Moss be nominated to attend this conference.

88 ACCOUNTS

(a) Payments made since the meeting of the Council held on 8 April 2002:

Financial Year 2002/2003	£	Cheque No
Chester City Council (Rates April 2002)	103.80	DD
Allington Hughes Solicitors (Deposit for land)	2,700.00	101493
Allington Hughes Solicitors (Balance + Legal costs, etc)	24,902.62	101494
Cheshire Association of Town and Parish Councils (Audit Book)	9.45	101495
	Cancelled	101496
Chester City Council (Printing Newsletter)	116.33	101497
Cheshire County Playing Fields Association (Membership Fee)	12.00	101498
Ellesmere Port and Neston Borough Council (Street Cleaning)	763.75	101499
National Association of Local Councils (Conference Fees)	223.26	101500
Mrs S Hudspeth (Salary)	401.12	101501
Mrs S Hudspeth (Expenses)	93.18	101502
	Cancelled	101503
Cornhill Insurance	957.69	101504
Cheshire Association of Town and Parish Councils (Membership and Members copies of Parish Council Review)	593.19	101505
Councillor Mrs JE Storrar (Buckets to water trees)	4.90	101506
Chester City Council (Rates May 2002)	103.80	DD

(b) Receipts

Interest to 23 April 2002 (Treasurer Account)	0.22
Interest to 21 April 2002 (14 day Interest Account)	47.46
Grant from Chester City Council in respect of Repairs and Enhancements to the Clock at the Vernon Institute	885.00

(c) Training Event – “Lighter Touch” Audit

The Chairman presented a report on the training session arranged on the 23 April 2002 by the Cheshire Association of Town and Parish Councils.

The event had been well attended. A representative of Hacker Young, who would be undertaking all Parish Council Audits in Cheshire, had informed on the new procedures. It was noted particularly that a charge of £20 would be added to a Parish Council's audit fees for every telephone call received by the Auditors.

A significant change was the need to appoint an independent Internal Auditor and the problems of finding an appropriate person had been discussed.

RESOLVED:

That the report be received.

(d) Un-cashed Cheques

It was reported that the un-cashed cheque in respect of the Cheshire Playing Fields Association had been returned and cancelled by the Clerk. Whilst the cheque made out to Mr Abram had been lost. Mr Abram was insistent that he did not want the cheque replaced.

RESOLVED:

That the report be received.

(e) Parish Room Rates

Chester City Council had informed that the Council must pay Business Rates in respect of the Parish Room.

RESOLVED:

That the Council's occupation of the Parish Room be reviewed at the Council's September 2002 meeting.

(f) Cheque Signatories

RESOLVED:

That the Council's cheque signatories be as follows:

Councillors A Bailey, B Kerr, RA Storrar, A Warrington, Mrs D Whitton and the Clerk.

89 POLICE/HOMEWATCH

(a) Police

PC Cooper presented his report informing on incidents of crime in the village. In general terms the village had been quiet. Two males had been arrested for breaking into cars. A car had also been set alight. There had also been a problem with youths driving cars. PC Cooper requested that if anyone knew where these cars were being stored, could they let him know.

PC Cooper was pleased to see that the Youth Club had been reopened. It was well attended by the younger children. He would like to see the older children attending too. He had not abandoned his hope for a Youth Shelter in the village.

Members informed that cars were being parked on the pavement in Long Lane on a regular basis. There was also car parking problems in Saughall Hey and PC Cooper agreed to monitor the situation.

RESOLVED:

That the report be received.

(b) Homewatch

RESOLVED:

That as Mr McIlwrick was not in attendance the Homewatch report be deferred until the next meeting of the Council.

90 PROPOSED BYELAW – NO BALL GAMES

Councillor Mrs JE Storrar reported that Chester City Council had now set firm timescales in respect of the procedure they had adopted to obtain the byelaw.

The proposed byelaw would be discussed at the Cabinet meeting on 30 May 2002, a report would then be made to the City Council on 19 June 2002. Once the City Council had approved it, statutory notices would be published and clarification sought from the DETR.

RESOLVED:

That the report and progress made in respect of the proposed byelaw – No Ball Games be noted.

91 MINUTES OF COMMITTEES ETC

RESOLVED:

That the Minutes of the Planning Committee meetings held on 17 and 22 April 2002 be received.

92 ANNUAL PARISH ASSEMBLY

RESOLVED:

That any actions following the Annual Parish Assembly be considered by the Finance and General Purposes Committee at its meeting on 23 May 2002.

93 PARISH PLAN

RESOLVED:

That this matter and related issues be deferred for consideration to the next meeting of the Finance and General Purposes Committee on 23 May 2002.

94 CHESTER RURAL NORTH LOCAL PANEL – 7:00PM ON THURSDAY, 11 APRIL 2002

The Council received a report on proceedings of the Local Panel meeting from those Members who had attended.

There had been a presentation by the Citizens Advice Bureau which now met in rural locations and Members had asked if it would consider meeting in Saughall.

Pest Control Services had informed that there was little they could do about moles.

Chester City's Area Committee Structure had been discussed and it was noted that sums of money were available and bids invited for finance in respect of appropriate projects. A bid had already been made in respect of the Youth Club.

RESOLVED: That

(1) the report be received; and

(2) Councillor RA Storrar be requested to pursue the bid for funding for the Youth Club.

95 PLANNING MATTERS

As the Clerk had received three planning applications from Chester City Council a meeting of the newly appointed Planning Committee would be held on the rise of the Council meeting.

96 CHESHIRE COUNTY COUNCIL'S CHESTER AREA COMMITTEE – 2:00PM ON TUESDAY, 9 APRIL 2002

Councillor Kerr reported that in view of the Government's proposals in respect of parish councils and because of the concept of introducing Quality Parish Councils, all Principal Authorities had to enter into Charters with parish councils in their areas.

It had been agreed by the Principal Authorities in new Cheshire that one Charter would embrace all of the areas and that they would all sign up to it.

RESOLVED:

That the report be noted.

97 HIGHWAY MATTERS

(a) Fiddlers Lane/Church Road Junction

It was noted that Fiddlers Lane was full of potholes.

RESOLVED:

That the Clerk be requested to invite the District Engineer to meet with the Chairman and other Members available to inspect the village's highways and pathways.

(b) Replacement Bus Shelter Scheme

The Clerk reported that the application to the Countryside Agency for grant aid had been appraised and approved. An offer letter was now expected.

RESOLVED:

That the progress made with the Scheme be noted.

(c) Hedge – Aspen Grove

The District Engineer had informed that he had assessed the hedge and in his view it did not present a danger.

RESOLVED:

That the report be received.

(d) No 28 Bus Service

Councillor RA Storrar reported that he had been in further discussion with Chester City Transport who was monitoring the Service down Saxon Way. It was not picking up many passengers. There had been some confusion between Chester City Transport and Dial-A-Ride.

It was noted that there had been no complaints made about the bus service at the Annual Parish Assembly.

RESOLVED:

That the report be received.

(e) Deeside Park Junctions Study

The Highway Agency had informed the Clerk that it did not have the funding available to undertake temporary works at the A5117/A540 junction. The Parish Council considered a temporary traffic light scheme was appropriate in the shorter term as it would be seven years before the improvement scheme was implemented.

RESOLVED: That

- (1) the Clerk be requested to write again to the Highway Agency following its unsatisfactory response, conveying the Council's displeasure that it could expect to see no improvement at the junction for seven years and informing that it was very possible that there would be fatalities at the junction if temporary arrangements were not put in place in the interim period; and
- (2) the District Engineer be requested to ensure that the grass is cut on the roundabout.

(f) Cheshire County Council's Draft Bus Strategy

RESOLVED:

That the content of the Strategy document be noted and the Council submit no views in respect of the current consultation exercise.

(g) Cheshire County Council's Draft Interchange Strategy

RESOLVED:

That the content of the Strategy document be noted and the Council submit no views in respect of the current consultation exercise.

98 ENVIRONMENT MATTERS

(a) Play Area Inspection - Fiddlers Lane Playing Field

(i) Spring Rocker

Ellesmere Port and Neston Borough Council had informed that it may be possible to repair the spring rocker by using parts from another in its ownership which was also broken.

(ii) Perimeter Fencing

There was a gap between the field and a garden on Long Lane. It would cost £50 for fencing and the Clerk had instructed the Borough Council to go ahead.

(iii) Drainage Problems

The fields drainage was considered and it was noted that there were no problems at the present time.

(iv) Golden Jubilee Park

It was reported that 5.51 acres of land on Fiddlers Lane, adjacent to the land already in the ownership of the Council, had been purchased for £27,000.

Borrowing permission from the DTLR had been sought and received. In order to meet legal costs a loan of £28,000 had been applied for and approved. It

would be in the Council's bank account the following day. The money had been borrowed over a ten year period and each payment was of a constant amount, inclusive of principal and interest (Annuity) and there would be two repayments made each year on 14 November and 14 May.

Quotations had been obtained in respect of various works required on the land. This would allow the Council to apply for grants.

RESOLVED: That

(1) the quotations received and possible grant options be explored at the meeting of the Finance and General Purposes Committee on 23 May 2002; and

(2) the Golden Jubilee Park Panel be requested to hold its inaugural meeting at 7:30pm on Monday, 27 May 2002.

(b) Land to the North of Lodge Lane, Saughall

RESOLVED:

That discussion on land to the North of Lodge Lane, Saughall be deferred to the meeting of the Finance and General Purposes Committee scheduled for 23 May 2002.

(c) Water Quality

RESOLVED:

That this issue be removed from future Council agenda.

(d) Street Cleaning and Litter Bins

RESOLVED:

That the Council continue to monitor its street cleaning arrangements and litter bins.

(e) Notice Boards

RESOLVED:

That the Council continue to monitor its notice boards.

(f) Supporting Local Shops

There was no progress to report on the application made to the Countryside Agency.

RESOLVED:

That the Clerk be requested to write to the Countryside Agency and request a progress report.

(g) No Dog Fouling Signs – Aspen Grove

Self-adhesive notices had been supplied.

99 VERNON INSTITUTE MANAGEMENT COMMITTEE

(a) Maintenance Plan for the Vernon Institute

The Clerk reported that no Minutes had been received, no progress had been made on arrangements for a meeting between representatives of the Vernon Institute Management Committee and the Council to consider the fabric and refurbishment of the Village Hall. The Clerk had contacted the Management Committee's Chairman twice by e-mail but he had not responded.

(b) Next Meeting

The next meeting of the Vernon Institute Management Committee was the following evening and as Councillor RA Storrar, the Council's representative, was unable to attend Councillor Mrs M Anderson agreed to attend instead.

(c) Saughall Youth Club

Councillor RA Storrar reported that the Youth Club was short of funds.

RESOLVED:

That the reports be received.

100 YOUTH FORUM

RESOLVED:

That this item be deferred until the next meeting of the Council.

101 PARISH COUNCIL SURGERIES

RESOLVED:

That the Parish Council's Surgeries rota for the next four weeks be as follows:

Date	Member
18 May 2002	Councillor Mrs D Whitton
25 May 2002	Councillor C Moss
1 June 2002	Councillor Mrs P Humphrey
8 June 2002	Councillor A Bailey

102 GOLDEN JUBILEE EVENTS

- (a) The Royal Party at the King's School, Macclesfield on Wednesday, 24 July 2002

RESOLVED:

That Councillor Mrs JE Storrar be requested to attend on behalf of the Council.

- (b) Cheshire Thanksgiving Service at Chester Cathedral on Sunday, 2 June 2002 at 3pm

RESOLVED:

That two tickets be applied for and passed to Mrs BW Bell, a former Member of the Council.

103 COMMUNICATIONS RECEIVED

The following communications had been received:

- copy letter dated 17 April 2002 from Bob Armitage, Chairman of the Chester Area of the Cheshire Association of Town and Parish Councils, to Chester City Council's Pauline Sharp setting out the Chester Area meeting's views on the proposed Area Committees.

Noted.

- letter dated 23 April 2002 from Elisa Strathdee, Executive Assistant to the Head of Policy and Guidance, the Standards Board for England, acknowledging receipt of the Clerk's letter and enclosure in respect of the adoption of the Model Code of Conduct.

Noted.

- letter dated 23 April 2002 from Susan Harding, Admin Assistant, Cheshire Association of Town and Parish Councils, acknowledging receipt of application for Loan Sanction approval.

Noted.

- letter undated from Steve Hogarth, Force Wildlife and Environment Officer, Cheshire Constabulary – Village Community Safety Award – A Guide for Entrants.

To Finance and General Purposes Committee and the Golden Jubilee Panel.

- letter dated 10 April 2002 from Walker, Smith and Way informing that the licence in respect of the Egerton Arms has been transferred.

Noted.

- letter dated 10 April 2002 from Julian Hotchkiss, Managing Director of Chester FM, informing that his company has been awarded the licence to operate the new local radio station for Chester.

Noted.

104 CIRCULARS

The following circulars had been received. Anyone wishing to see a copy would contact the Clerk.

Cheshire County Council's Cheshire's First Community Strategy

Cheshire County Council's Chester Matters April 2002

Cheshire County Council's CQC April 2002

Chester CAB – Rural Advice