

MINUTES OF A MEETING OF SAUGHALL AND SHOTWICK PARK PARISH  
COUNCIL held on 6 June 2005 at the Vernon Institute, Saughall

In attendance: Councillor A Bailey (in the Chair)  
Councillor Mrs P Humphrey  
Councillor Mrs J Johnson  
Councillor B Kerr  
Councillor Mrs JE Storrar  
Councillor RA Storrar  
Councillor A Warrington  
Councillor Mrs D Whitton  
Councillor C Wynne-Eyton (Tree Warden)  
Councillor Mrs M Wynne-Eyton  
Councillor Mrs J Young

County Councillor D Rowlands

92 APOLOGIES FOR ABSENCE

Apologies were received from:

Councillor A Marsden  
Councillor C Moss  
Councillor R Shukla  
Mr K Stinson – Saughall Homewatch

93 CODE OF CONDUCT – DECLARATIONS OF INTEREST

No Declarations of Interest were received.

94 PARISH COUNCIL SURGERIES

It was reported that no parishioners attended the last Parish Council Surgery held on Saturday, 4 June 2005.

RESOLVED:

That Councillor Mrs P Humphrey be requested to preside over the next Parish Council Surgery scheduled for Saturday, 2 July 2005 between 10:00am and 10:45am in the Parish Room, 2 Fiddlers Lane, Saughall.

95 MINUTES

RESOLVED:

That the Minutes of the meeting of the Council held on 9 May 2005 be confirmed as a correct record subject to an amendment being made to Minute No 91 – Clerk's Contract of Employment and Job Description (Discussed in the absence of the Clerk) as follows:

A revised Contract and Job Description for the Clerk had been agreed and the Chairman was asked to discuss it with the Clerk.

It had been agreed previously at the Council meeting in April 2005 (although the Clerk had no recollection of this) that the Clerk be awarded a salary increase in accordance with the Local Government Annual Pay Award back-dated to 1 April 2005.

96 MATTERS ARISING FROM THE MINUTES

Minute No 75/2005 – Committee Structure

RESOLVED:

That Councillor Mrs D Whitton will now also serve on the Planning Committee.

Minute No 91 – Clerk’s Contract of Employment and Job Description

The Clerk informed that she was not in a position to agree to the Council’s proposed new Contract and Job Description for her because of her personal commitments. Therefore, she would not be signing the new contract supplied to her.

RESOLVED:

That a further meeting of the Panel that drew up the new Clerk’s Contract and Job Description be arranged for 30 June 2005 to discuss the matter further.

97 ACCOUNTS

(a) Payments made since the meeting of the Council held on 9 May 2005:

<u>Financial Year 2004/2005</u>	<u>£</u>	<u>Cheque No</u>
Warrington Borough Council (Photocopying)	51.70	101794
Cheshire Community Council (Parish Plan work)	792.70	101795
Cheshire Playing Fields Association (Affiliation fee)	14.00	101796
Smith and Derby (Clock Maintenance)	193.88	101797
Mrs S Hudspeth (Exp)	64.83	101798
Mrs S Hudspeth (Sal)	560.07	101799
K2 Network Services Ltd (Toner cartridge)	75.00	101800
Vickers Sports Optics (Purchase of a Bushnell Speedster type laser gun – Minute No 102(a)/2005 refers)	207.25	101801

(b) Receipts

Interest to 21 May 2005 (14 Day Account)	107.37
Interest to 23 May 2005 (Treasurer Account)	0.92

(c) Accounts 2004/2005

It was reported that the Internal Auditor had examined the Accounts and they were now ready to be submitted to Hacker Young, the External Auditor.

It was noted that a cheque for £45 made out to Mr C Jones in respect of the Christmas Tree Lights had still not been presented.

RESOLVED: That

(1) the report be received; and

(2) the Chairman be requested to remind Mr Jones to present his cheque at the bank.

98 POLICE/HOMEWATCH

(a) Police

RESOLVED:

That as Sergeant David Barter was not in attendance the police report be deferred until the next meeting of the Council.

(b) Homewatch

Mr K Stinson had sent his apologies for the meeting along with a written report.

The Annual General Meeting of the Homewatch would be held on Tuesday, 14 June 2005 from 6:30pm onwards. No nominations had been put forward so far for Chairman or Secretary.

The Parish Council reaffirmed that it fully supported the Homewatch and Councillor Mrs D Whitton indicated that it was her intention to attend the AGM.

RESOLVED:

That if there were no nominations for Chairman at the Homewatch's AGM, Councillor Mrs D Whitton be requested to inform that the Parish Council will take appropriate steps to put someone in the Chair as it does not wish to see the Homewatch disbanded.

(c) Crime and Disorder

Very few incidents had been reported this month. The Council was confident that there was improvement and that "Slow Time Policing" was beginning to work.

It was noted however that there was still an anti-social problem associated with the children who played at the back of Wain House.

Councillor B Kerr informed that one of the two "No Ball Games" notices that had been located on the green area in Greenway had disappeared. It was also noted that the signs behind Wain House needed attention.

RESOLVED: That

(1) the reports be received;

(2) the Chairman be requested to bring the anti-social behaviour behind Wain House to the attention of the Community Action Team; and

(3) the Clerk be requested to ask Mr D Henderson of Chester City Council to rectify the situation regarding the “No Ball Games” signs.

(d) Church Road Bus Shelter

Councillor B Kerr informed that he had carried out some initial consultations but would like to undertake more before bringing a report to the Councillor

RESOLVED:

That discussion on the Church Road bus shelter be deferred until the next meeting of the Council.

(e) Shooting Rights - Shotwick Park Estate

County Councillor D Rowlands reported that the tenant with Shooting Rights on the Shotwick Park Estate had been exercising them for a considerable number of years. He knew not to shoot within 50 yards of a Public Rights of Way and footpaths.

If there were any problems he urged that they be reported as soon as possible to him and to the County Council’s Property Services Manager.

RESOLVED: That

(1) the report be received; and

(2) County Councillor D Rowlands be thanked for his assurances.

99 MINUTES OF COMMITTEES

RESOLVED:

That the Minutes of the meetings of the following Committees be received:

Planning held on 9 May 2005

Golden Jubilee Park held on 12 and 24 May 2005

100 GOLDEN JUBILEE PARK DEVELOPMENT

The Chairman referred the Council to the Minutes of the relevant Committee and reported that:

- ? the land purchase costs could not be used for match funding purposes;
- ? the funding residue from Chester City Council of £1,951.25 could be used for match funding purposes;
- ? the Council had £7,000 in its Golden Jubilee Park Fund and £5,000 in its play Equipment Fund that could be used for match funding purposes;
- ? the Council could borrow money if it needed to;

- ? Saughall Cricket Club had put in various bids for funding including one to Sport England;
- ? a revised Bill of Quantities had been drawn up and was with the preferred contractor. When it was returned the Clerk would inform Mr R Smith of WREN who would assess whether or not the WREN Panel would need to consider it;
- ? the Clerk had made a successful bid for funding to the Area Committee. £2,300 had been awarded towards a combination goal unit suitable for football and basketball for installation in the Golden Jubilee Park;
- ? the Area Committee would have a further funding round later in the year and the Council could apply for funding again; and
- ? the Clerk had made a bid for £2,300 to Chester City Council's Play Development Officer to match fund the successful bid for a combination goal unit suitable for football and basketball.

Allianz Cornhill had written to the Clerk informing that it would not be necessary to fence the ponds. However, they expected that there would be a clearly defined edge to the ponds. They suggested that notices be erected stating "No Fishing or Swimming". The Council was also asked to consider displaying a notice advising how emergency assistance could be summoned, i.e. nearest telephone box/suitable numbers, etc.

Further information could be obtained from RoSPA who advised on the management of inland waterways and ponds.

RESOLVED: That

- (1) the Chairman's report be received;
- (2) the Parish Council will guarantee match funding in respect of the WREN grant;
- (3) the Clerk be requested to obtain quotations for the erection of signs; and
- (4) the Clerk be requested ask RoSPA for advise on the management of ponds.

## 101 PLANNING APPLICATION OVER THE BORDER IN WALES

It had been rumoured that a Planning Application had been submitted to the Flintshire Planning Authority for a development on the Welsh border that would have implications for the people of Saughall.

The Council had received a presentation at its meeting on 4 October 2004 from Mr Brian Hughes, Chester City Council's Development Co-ordinator, on the Planning legislation that did not compel a Planning Authority to consult Parish Councils over its borders in another Principal Authority's administrative area.

Members knew that any development that was deemed to affect a neighbouring district authority would involve consultation between the two Principal Authorities with a 21 day timescale for receipt of a response. The problems with the process was that although it was a statutory one there were no guidelines on when to consult with a neighbour and Flintshire County Council was known to only consult on strategic plans.

The Parish Council remained concerned about this as it was on the Flintshire border and a number of planning applications in Flintshire had received consent recently that would have major implications for Saughall. The Parish Council was not a statutory consultee and had not known about these planning applications until it was too late and had not been able to submit its comments on the proposals.

Consequently, Mr Hughes had agreed to make Flintshire County Council's Planning Officers aware of the Parish Council's concerns and ask to be notified of any planning applications that would affect Saughall and Shotwick Park in the future. When Flintshire consulted Chester City Council on proposals that affected the Parish, City Council Planning Officers would act as a mailbox and pass the application onto the Clerk.

The Clerk had sent an e-mail to Mr Hughes following the last meeting of the Council asking for a progress report on the protocol he had agreed to draft and if he knew if a planning application had been submitted to Flintshire County Council for a development on the border with Saughall. Unfortunately, he had not responded.

RESOLVED:

That the Clerk be requested to write to Mr Andrew Farall, Strategic Director – Development at Chester City Council, asking him to ensure that the Parish Council receives notice from his Officers every time the City Council is consulted by Flintshire County Council on planning applications on the border with Saughall.

## 102 HIGHWAY ISSUES

### (a) Speeding Traffic

It was reported that Councillor C Moss had been in contact with Mr Nigel Wakefield of the Cheshire Constabulary and requested a written report detailing the number of incidents of road/traffic collisions on the main road through Saughall over the last three years. Mr Wakefield was amenable to the request but had inferred it would take between 20-30 days to provide.

Project Rural Matters were holding a training course on how to use a bushnell speedster type laser gun on 15 June 2005 at Waverton Village Hall.

County Councillor D Rowlands informed that the Police had gone to Mickle Trafford and provided training for Parish Councillors and interested members of the public on the machine. He was convinced that this action had brought about improvements by reducing the speed of traffic through Mickle Trafford.

RESOLVED: That

- (1) the Clerk be requested to purchase a bushnell speedster type laser gun at a cost of £169.99 + VAT and £7.50 postage and packing (£207.25 in total); and
- (2) the Chairman be requested to arrange training for those Members and members of the public interested with Project Rural Matters Officers.

(b) Bus Shelter Maintenance

At the request of the Council the Clerk had informed Ms Christine Garner of Cheshire County Council's Transport Co-ordination Section and Mr Jeremy Taylor, the Chief Executive, that it was unhappy with the time it has taken so far to complete the second phase of the bus shelter scheme. There had been an unacceptable and inordinate delay in completing the work and Mr Taylor's comments on this were sought.

Ms Garner had subsequently informed that the status remained unchanged i.e. the County Council was still awaiting completion of works by contractors to obtain the necessary electrical supply, before the bus shelter lighting connections could be made. She apologised for the delay but assured the Clerk that she was making every effort to resolve the matter as quickly as possible. Unfortunately, this part of the process was strictly outside of her control.

Mr Taylor had agreed to look into why there had been a delay in the completion of this work and would provide a detailed reply shortly.

The Chairman informed that both bus shelters were now connected to the electrical supply.

Ms Garner had informed that all requests for new bus shelters under the Bus Shelter Scheme for 2005/06 were being assessed and evaluated. As soon as the schemes to be implemented in 2005/06 were agreed she would write to the Clerk to let her know whether the Parish Council's requests had been successful. This was expected to be within the next few days.

RESOLVED:

That the reports be received and a progress report on the 2005/06 Bus Shelter Scheme be awaited.

(c) Local Bus Services – New Arrangements

RESOLVED:

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

(d) Parking on Footpaths

RESOLVED:

That Councillor B Kerr be requested to design and produce a polite notice to be placed on the windscreen of offending vehicles.

(e) Hermitage Road

The Chairman reported that he was seeking the advice of the District Engineer, Mr Graham Anderton, on a particularly narrow part of Hermitage Road. As it was so narrow vehicles were mounting the pavement to negotiate it and this was a danger to pedestrians.

RESOLVED:

That the District Engineer's advice be awaited.

103 ACCESS FOR EMERGENCY VEHICLES – SAUGHALL HEY

The Clerk had received a letter dated 17 May 2005 from Station Officer Mike Hillier, Cheshire Fire Service's Emergency Response Department, in response to her query regarding emergency access to Saughall Hey.

SO Hillier informed that he had visited the site to assess the situation and confirmed that for the Fire Service's purposes the access to the properties on Saughall Hey appeared to be good. He had no doubt that should an incident occur the two appliances that would attend would effectively block the road but did not expect there would be any delay in fire crews being able to travel to Saughall Hey or access properties involved. SO Hillier had also consulted with the crews at Chester and they could not remember any occasion when there was a delay in attending incidents in this area.

RESOLVED: That

- (1) SO Hillier's response be noted; and
- (2) the Clerk be requested to write again to the Chief Constable and to the City Executive of the Merseyside Regional Ambulance Service requesting they now respond to her original letter of 12 April 2005.

104 CHESHIRE YOUTH SERVICE

The Cheshire Constabulary was able to provide a free Youth Pod for Saughall. The Parish Plan Survey had highlighted the need for a youth shelter. Consequently, the Chairman proposed that the Council enlist the help of the Cheshire Youth Service to ascertain whether or not the young people of the village would like and use a Pod.

RESOLVED: That

- (1) Cheshire Youth Service's assistance be sought to conduct a survey to ascertain whether or not there is a need for a Youth Pod in the village; and
- (2) as a first step, a Youth Officer be invited to meet with Members to discuss the detail and the best way to carry out a survey.

105 ODD JOBS

The Chairman reported that he had the details from the Clerk of the three gentlemen interested in undertaking odd jobs for the Council. He hoped to contact each of them in the next few days.

RESOLVED:

That the report be noted.

106 VERNON INSTITUTE MANAGEMENT COMMITTEE

It was noted that a number of improvements had been made to the Vernon Institute building and its environs including the car park. The next improvement was to be the re-decoration of the main hall.

RESOLVED:

That the report be received.

107 ATTENDANCE AT MEETINGS OF OUTSIDE BODIES

- (a) Chester County Forum  
2:00pm on Monday, 12 September 2005  
At a venue in the District

Still to be decided.

- (b) Cheshire Association of Local Councils  
7:00pm on Thursday, 13 October 2005 (buffet available from 6:00pm)  
Middlewich Civic Centre

Still to be decided. The Chairman to draft a motion in respect of parking on the pavements for consideration at the next meeting.

- (c) Training Event on the Community Speedwatch Programme  
7:00pm on Wednesday, 15 June 2005  
Waverton Village Hall

A separate training event be arranged in Saughall.

- (d) Cheshire County Council's Website Hosting Scheme Event  
7:00pm-9:00pm on Thursday, 14 July 2005  
Woodford Lodge Professional Centre, Winsford

Councillor A Bailey to attend.

- (e) The Chester District Debate  
5:30pm-9:00pm on Wednesday, 13 July 2005  
Chester Town Hall

Councillors A Bailey and B Kerr to attend.

**NB: When the Clerk informed that these Members would attend she was informed that they would not be able to speak on Planning Applications on the Welsh Border because planning was not an agenda item this year.**

108 CIRCULARS

Circulars received were available at the meeting for Members information:

The Playing Field – Spring 2005

Chester City Council's Highways & Transportation Local Joint Committee Agenda – 2 June 2005

Chester City Council's Ethics and Standards Committee 26 May 2005

Cheshire County Council's The Cheshire Guide and Events Guide 2005

Age Partnership Group – Be Ready – Practical Information for Employers May/June 2005

Community Futures – administration of claims for parish grants – 19 May 2005

Cheshire Matters – May 2005

109 PARISH ROOM

The Council reviewed its occupancy of the Parish Room in the light of other venues available to it, associated costs, the number of times it used the room over the last year, and its reasons for doing so.

RESOLVED:

That a further review of the Council's occupation of the Parish Room be carried out in December 2005 before the budget for the 2006/2007 Financial Year is determined.

110 MR ALBERT CHARNOCK

It was reported that Mr Albert Charnock had died on 23 May 2005. Mrs Elsie Charnock had been a Member of the Parish Council for many years.

RESOLVED:

That the Clerk be requested to send a letter to Mrs Charnock and her family expressing Members' condolences at their sad loss.