

MINUTES OF A MEETING OF SAUGHALL AND SHOTWICK PARK PARISH  
COUNCIL held on 2 April 2007 at the Vernon Institute, Saughall

In attendance: Councillor DF Holman  
Councillor Mrs P Humphrey  
Councillor WI Humphrey (Homewatch Co-ordinator)  
Councillor Mrs J Johnson  
Councillor RK Shukla  
Councillor Mrs JE Storrar  
Councillor RA Storrar  
Councillor HL Thorniley-Jones  
Councillor A Warrington  
Councillor Mrs D Whitton  
Councillor Mrs JM Young

County Councillor D Rowlands (Part)

Prior to the commencement of the meeting the Council received a request from Mr Steve Kalaher, who was representing the Saughall Colts, for a funding contribution to aid improvements the Colts wished to carry out on Vernon Institute owned land on Seahill Road.

The Colts wanted to create 3 junior and 2 mini soccer pitches as Phase 1 of improvements and increase the car parking provision as Phase 2.

It was estimated that the first Phase would cost approximately £7,000 and it was noted that the Colts had already raised £5,000.

The Vice-Chairman informed Mr Kalaher that the Council would consider the Colts request and let him know its decision in due course.

56 ELECTION OF CHAIRMAN

RESOLVED: That

- (1) no nominations be put forward for Chairman for the rest of the current Municipal Year;
- (2) nomination(s) for Chairman be put forward at the Annual Meeting of the Council scheduled for 14 May 2007; and
- (3) the Vice-Chairman, Councillor Mr J Young, be requested to Chair the meeting.

**Councillor Mrs J Young, Vice Chairman (in the Chair)**

57 APOLOGIES FOR AUTHORISED ABSENCE

Apologies for authorised absence were received from:

Councillor JG Johnson  
Councillor B Kerr  
Councillor C Moss

58 CODE OF CONDUCT – DECLARATIONS OF INTEREST

No Declarations of Interest were received.

59 MINUTES

RESOLVED: That

(1) with the exception of Minute No 43(e), the Minutes of the meeting of the Council held on 5 March 2007 be confirmed as a correct record:

(2) Minute No 43(e) – Fiddlers Lane Playing Field be amended as follows:

Resolution (4) – replace taking down with re-positioning

Resolution (6) – Delete; and

(3) Minute No 43(e) be further considered as amended (see above) when Councillor C Moss is in attendance at the next meeting as he has given notice that he wishes to amend it.

**[Concerns expressed regarding the Cheshire Railings promised to the Council would be raised by Councillor J Young with the contractors, Carillion.]**

60 MINUTES OF COMMITTEES

RESOLVED:

That the Minutes of the following Committee meetings be received:

(a) Planning held on 5 March 2007

(b) Finance and General Purposes held on 15 March 2007; and the recommendation therein be agreed.

61 PROPOSED AFFORDABLE HOUSING IN SAUGHALL

The Council noted that Mr RS Drummond-Hay of Northern Affordable Homes Ltd had agreed to attend the next meeting of the Finance and General Purposes Committee scheduled for 16 April 2007. He wished to discuss the possibilities of building affordable housing for local people on land to the North of Lodge Lane, Saughall currently in the ownership of Cheshire County Council. The County Property Manager, Mr Ian Gould, had also been requested to send a representative to the meeting.

Councillor RA Storrar had endeavoured to obtain a copy of the planning consent/plan/Section 106 Agreement from the Planning Authority but reported that the planning permission had been granted subject to a Section 106 Agreement that had never been signed. Therefore, planning permission was not officially confirmed in writing.

Members turned their attention to the proposed Schools amalgamation and new primary school for Saughall. They were concerned that the land owned by the County Council may not be able to be used for affordable housing, burials and the proposed

new primary school. They did not want to see their long term plans jeopardised by the new school site being identified so that the other proposals could not be accommodated.

RESOLVED: That

- (1) the Affordable Housing item on the Finance and General Purposes Committee's agenda for the meeting scheduled on 16 April 2007 be noted;
- (2) all Members of the Council be invited to attend the meeting at (1) above; and
- (3) the Clerk be requested to contact Mr David Job, Cheshire County Council's Land Agent, and request his comments on his Council's long term plans for the land to the North of Lodge Lane, Saughall.

## 62 YOUTH ISSUES

### (a) Youth Pod/Shelter

The Finance and General Purposes Committee at its meeting on 15 March 2007 had recommended that the Council actively explore the options for siting a youth pod/shelter in Saughall and consult on the same.

The Clerk informed that she had spoken to Mr Sam Chapman of Chester City Council who had told her that the spare shelter that had been available had been allocated elsewhere and that although she had emailed Andrea Thwaite of Chester City Council to request a copy of the guidance used when siting youth pods/shelters it had not been provided.

RESOLVED: That

- (1) the Clerk be requested to remind Ms Thwaite that a copy of the guidance was requested; and
- (2) the Finance and General Purposes Committee be requested to revisit the proposal at its next meeting.

### (b) Proposal for the Provision of a Skateboard Park

A resident of the Ridings had written to the Chairman requesting that the Council give consideration to providing funding to construct a small skateboard park either on the Golden Jubilee Park or on land in the ownership of the Vernon Institute on Seahill Road.

RESOLVED:

That the Field Committee be requested to identify whether a small skateboard park could be accommodated on the Golden Jubilee Park development.

(c) Saughall Youth Club

The Council received a report from Councillor Mrs H Thorniley-Jones on revised hours, age limits and on some recent bad behaviour experienced at the Club. It was noted that Michael Butler, the new Police Community Support Officer, had agreed to attend the Youth Club and meet the young people the following week.

63 GOLDEN JUBILEE PARK DEVELOPMENT

(a) Report of the Field Committee

It was reported that Councillors WI Humphrey and C Moss had marked out the proposed car parking area in order to make sure that there was sufficient room for 35 vehicles.

The plan was to erect the fencing first (around the middle of April 2007) then put down the mesh and then mark out the bays. It was thought that less mesh would be required than that which Tenax had estimated.

(b) Work to be Completed

Mr Des Francis, the Council's contractor, had informed that he still had to roll, seed and repair and finish the perimeter path. He expected that it would take approximately three weeks and would be completed before the end of May 2007. Members were worried about the number of stones on the ground that needed to be removed.

The Cricket Club was concerned that the rolling and seeding would be carried out by the end of May 2007 because to take advantage of the growing season and ensure germination, this would have to be done by the end of April 2007, otherwise their members would not be able to play on it next season as it would not be ready.

RESOLVED:

That the Clerk be requested to contact Mr Francis and request that his work is completed by the end of April 2007 to take advantage of the growing season.

(c) Fiddlers Lane Playing Field

The Council received a quarterly operation inspection report dated 28 February 2007 from Mr Dymond of Morral Play Solutions Ltd who had been contracted to carry out inspections. It listed what was OK, damaged and work required/actions.

It was reported that there had been no progress made in respect of the mole problem.

RESOLVED:

That the Clerk be requested to provide a copy of the quarterly operation inspection report to Mr Wilkinson and ask him to take those actions that he was able to take and provide his invoice in due course.

(a) Police Community Support Officer (PCSO)

Michael Butler introduced himself and informed that although he worked out of Blacon Police Station he would be based in Saughall. He had a shift pattern but it was expected that it may change after 6/7 weeks.

Members asked the PCSO to give attention to cars parked on pavements and verges.

(b) Homewatch

Councillor WI Humphrey, in his capacity as Homewatch Coordinator, provided the Council with a report setting out issues and details of criminal and anti-social activity in the village including a fire in the field behind Parkway, bus shelter and tree damage and a fence that had been cut down.

There had also been a burglary at Oaktree Nurseries and a van broken into in Worsley Avenue.

RESOLVED:

That the Homewatch Co-ordinator's report be noted.

(c) Cheshire and Warrington Rural Social and Community Programme (RSCP) Community Safety Challenge

The Clerk reported that the Council had been successful in its bid for funding to establish a Neighbourhood Management Team and she had already received and banked the £10,000 grant.

The aims of the Neighbourhood Management Team would be:

- the consistent presence of dedicated neighbourhood teams capable of working with the community to establish and maintain control – to be visible, accessible, skilled, knowledgeable and familiar to the community;
- intelligence-led identification of community concerns leading to prompt, effective, targeted actions against those concerns;
- joint action and problem solving with the community and other local partners in order to improve the local environment and quality of life within the community

This project was not simply be about police outcomes, it was also aimed to align local policing activity to a neighbourhood management and community agenda and towards a style and culture where neighbourhood specialists could directly impact upon confidence and satisfaction levels through effective problem solving, greater partnership not only with the Police but with the Fire Service, Chester City Council, community volunteers and other suitable agencies.

The Clerk suggested that the bid and arrangements needed to be put in place should be discussed at the next meeting of the Finance and General Purposes Committee scheduled for Monday, 16 April 2007.

Some Members raised concerns that the initiative was about surveys and outputs rather than taking positive actions to reduce people's fears about crime.

RESOLVED: That

(1) the report be received; and

(2) the matter be referred to the next meeting of the Finance and General Purposes Committee.

65 ACCOUNTS

(a) Payments made since the meeting of the Council held on 5 March 2007:

RESOLVED:

That the following payments be approved:

<u>Financial Year 2006/2007</u>	<u>£</u>	<u>Cheque No</u>
All Cheshire Garden Services (Grass cutting)	120.00	101962
Morrall Play Solutions (Quarterly play equipment inspection)	70.44	101963
Cheshire County Council (Annual Bus Shelter Maintenance)	1,488.75	101964
Sefton MBC (Photocopying)	505.10	101965
Sefton MBC (Photocopying)	18.80	101966
Mr H Wilkinson (Odd jobs)	22.50	101967
North Wales Newspapers Ltd (Newsletter distribution)	28.79	101968
HM Revenue and Customs	813.40	101970
Mrs S Hudspeth (Expenses)	69.72	101974
Mr R Hipkiss (March 2007 Street Cleaning)	910.23	101975
 <u>Financial Year 2007/2008</u>	 <u>£</u>	 <u>Cheque No</u>
Mr C Moss (Parish Room rental)	312.50	101969
Mrs S Hudspeth (Salary)	590.47	101971
Cancelled		101972
Cheshire Community Council (Subscription)	66.00	101973

(b) Receipts

RESOLVED:

That the following receipts be noted:

	<u>£</u>
Interest to 21 March 2007 (14 Day Account)	119.44
Cheshire Community Council (Grant to set up Neighbourhood Management Team)	10,000.00

(c) Cash to Bank Reconciliation

RESOLVED:

That the content of the cash to Bank Reconciliation be noted.

d) Bank Mandate

The Clerk informed that the HSBC Bank was not in a position yet to report on progress on the problem with the mandate.

RESOLVED:

That the Clerk report further to the Council on the bank mandate once the HSBC Bank has completed its enquiries and its findings are known.

(e) Vernon Institute Clock

The Managing Director of Smith of Derby Ltd had written to the Clerk on 9 March 2007 regarding the annual service agreement for the Vernon Institute Clock. The letter informed of changes to the terms of the agreement and also set out an offer of an increased discount for a long term commitment to the firms services.

Currently, the Council was invoiced in arrears at the end of a 12 month period with the annual visit being carried out approximately 2 months prior to the end of the contract year. However, in future the invoice would be issued following the annual service.

There was an opportunity to commit to a period of 3, 4 or 5 year Service Agreement with a percentage discount for payment in advance.

RESOLVED: That

(1) the contents of the letter from the Managing Director of Smith of Derby Ltd be noted; and

(2) the Clerk be requested to write back to the Managing Director asking if the Council could pay annually on a five year contract.

(f) Chester City Council's Non-Domestic Rate Bill 2007/08

Ten payments were to be made on 1 April 2007 through to 1 January 2008. The first payment would be £51.00 and the following nine would be £56.00.

RESOLVED:

That the details of the Non-Domestic Rate Bill 2007/08 in respect of the Parish Room be noted.

(g) Annual Subscriptions

(i) Cheshire Association of Local Councils Affiliation Fee 2007/08

RESOLVED:

That the annual subscription of £536.85 be authorised and copies of the Local Council Review for the year be purchased for the Chairman, Vice-Chairman and Clerk and one spare to be circulated amongst Members (on deposit on the Parish Room) at a total cost of £48.00.

(ii) Cheshire Community Council

RESOLVED:

That the annual subscription of £66.00 be authorised.

66 HIGHWAY ISSUES

(a) Speeding Traffic

The Council noted the content of an exchange of emails on speeding traffic in Saughall between the Clerk and Cheshire County Council's Area Traffic Engineer, Mr Colin Stredder.

Michael Butler informed the Council that he would try to obtain the use of a mobile speed gun.

(b) Church Road Bus Shelter – Missing Pane

It was noted that Cheshire County Council's Principal Policy and Projects Officer, Transport Co-ordination Service was aware of the missing pane. It would be replaced shortly once maintenance had been carried out on the CCTV system.

RESOLVED:

That the position be noted.

(c) Saughall Footpaths

RESOLVED:

That the District Engineer, Mr Graham Anderton, be requested to attend a site meeting with Councillors Mrs H Thorniley-Jones, Mrs JE Storrar, Mrs D Whitton and Mrs J Young on Friday, 13 April 2007 at the Parish Room, 2 Fiddlers Lane, Saughall.

(d) Street Lighting

It was reported that No. 3 street light in Greenway had now been repaired.

(e) Damaged Street Sign

The Clerk informed that the damaged street sign had been reported to Chester City Council.

RESOLVED:

That the street sign be monitored.

67 ENVIRONMENTAL ISSUES

(a) Public Rights of Way – Kissing Gate Project

Ms Amy Rushton, Cheshire County Council's Countryside Access Team Leader, had informed the Clerk in a letter on 7 March 2007 that the current stock of gates had been allocated. However, the Council's requests had been added to her waiting list, as she was endeavouring to obtain additional funding in order to expand the popular scheme. Also, as the County Council might be able to consider schemes on the waiting list in the event of earlier schemes falling through, or fund them through its annual maintenance programme.

RESOLVED:

That the position be noted.

(b) Chester & District Housing Trust's Estate Walkabout on 16 January 2007

RESOLVED:

That the Minutes of the Chester & District Housing Trust's Estate Walkabout on 16 January 2007 be received.

68 PARISH COUNCIL SURGERIES

Councillor Mrs P Humphrey reported that a resident of the Ridings had attended the Parish Council Surgery held on 31 March 2007 and complained that although remedial work had been carried out to the footpath from 47 The Ridings to Rosewood Grove there were still a lot of potholes that required attention.

RESOLVED: That

- (1) the Clerk be requested to ask the District Engineer for his comments in respect of the state of the footpath after remedial work had been carried out; and
- (2) Councillor DF Holman be requested to preside over the next Parish Council Surgery scheduled for Saturday, 5 May 2007 in the Parish Room on Fiddlers Lane, Saughall between 10:00am and 10:45am and bring a report on proceedings to the Council meeting on 14 May 2007.

69 VERNON INSTITUTE MANAGEMENT COMMITTEE (VIMC)

There was nothing to report of particular interest to the Parish Council.

70 ODD JOBS

The Clerk would ask Mr H Wilkinson to concentrate on the play equipment in the Fiddlers Lane Playing Field (Minute No 63(c)/2007 refers).

71 ATTENDANCE AT MEETINGS OF OUTSIDE BODIES

(a) Representation at meetings of Outside Bodies

Apart from the NALC Conference that Councillor WI Humphrey would attend on 5-7 October 2007 at the Bournemouth International Centre (already agreed) no other Council representation at outside bodies be agreed at this meeting.

72 COMMUNICATIONS RECEIVED

- Local Government Reorganisation in Cheshire

The Clerk informed that Mr Jeremy Taylor, Chief Executive, Cheshire County Council, had written on 30 March 2007 in respect of the announcement by the Secretary of State for Communities and Local Government that there will be a Local Government Review in Cheshire. He was consulting on whether Cheshire should remain as an administrative entity or be partitioned into two, East and West.

Cheshire County Council was recommending a single strategic authority that would keep Cheshire together, with greater powers for Town and Parish Councils at the local level.

Mr Taylor was willing to send an official to discuss the proposal with the Parish Council.

RESOLVED:

That the report be noted.

73 CIRCULARS

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

Agenda for Chester City Council's Highways and Transportation Local Joint Committee, Thursday, 22 March 2007 (No items specifically related to Saughall)  
Cheshire Community Council's Cheshire Rural Matters  
Cheshire County Council's Chester Matters – March 2007  
Cheshire County Council's One Strong and United Cheshire  
Chester City Council's Agenda – Meeting on 28 March 2007