

MINUTES OF A MEETING OF SAUGHALL AND SHOTWICK PARK PARISH
COUNCIL held on 14 May 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 JG Johnson
Councillor B Kerr
Councillor C Moss
Councillor RK Shukla
Councillor Mrs JE Storrar
Councillor RA Storrar
Councillor HL Thorniley-Jones
Councillor Mrs D Whitton
Councillor Mrs JM Young

Sergeant M Houghton
PCSO M Butler

74 ELECTION OF CHAIRMAN

RESOLVED:

That Councillor Mrs JM Young be elected as Chairman of the Council for the ensuing Municipal Year.

75 CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE

RESOLVED:

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

76 ELECTION OF VICE-CHAIRMAN

RESOLVED:

That Councillor DF Holman be elected Vice-Chairman of the Council for the ensuing Municipal Year.

77 APOLOGIES FOR AUTHORISED ABSENCE

No apologies for authorised absence were received.

78 CODE OF CONDUCT – DECLARATIONS OF INTEREST

(a) New Model Code of Conduct for Councillors

Mr Charles Kerry, Chester City Council's Solicitor, had written to the Clerk to inform that the new Code of Conduct would become law on 3 May 2007. He had enclosed a copy of the Order for information which was circulated to Council Members. Consequently, the Parish Council would need to adopt the Code by no

later than 1 October 2007. If the Code was not adopted by that date it would be deemed to have been adopted.

Mr Kerry was arranging a training and awareness session to which Parish Councillors would be invited. He was also preparing a report that the Council may wish to use at the meeting when the new Code was adopted.

RESOLVED:

That the contents of Mr Kerry's letter dated 20 April 2007 and the Order in respect of the new Model Code of Conduct be noted.

(b) Declarations of Interest

Councillor C Moss declared a personal interest in Item No 15(b)(ii) (Minute No 86(c)/2007 refers) regarding the rent for the Parish Room as he was the owner of the Parish Room and the Council's landlord. He took no part in the debate when the item was under consideration.

79 MINUTES

(a) Meeting of the Council held on 5 March 2007

Following a written request from Councillor C Moss to the Chairman (Minute No 59/2007 refers) the Council revisited Minute No 43(e)/2007 – Fiddlers Lane Playing Field – of the meeting of Council held on 5 March 2007.

RESOLVED:

That the wording of Minute No 15(b)(ii)/2007 be substituted (for Councillor Moss' words) to read as follows, and the resolutions remain unchanged:

“Councillor Moss raised concern over the fact that he had been delegated by the Clerk in an email to the Play Equipment Inspection Contractor, to undertake duties on behalf of the Council without his prior agreement.

The Clerk stated that she had spoken with Councillor Moss but Councillor Moss had no recollection of this. Councillor Moss subsequently tried to contact the Clerk on numerous occasions but was unable to do so. He then contacted Mrs Jackie Weaver, Chief Officer of the Cheshire Association of Local Councils, to discuss concerns that he had regarding his role in undertaking such and other duties, which had been touched on in the recent Councillor Training Day.”

(b) Minutes of the Council Meeting held on 2 April 2007

RESOLVED:

That the Minutes of the meeting of the Council held on 2 April 2007 be confirmed as a correct record

80 MINUTES OF COMMITTEES

RESOLVED:

That the Minutes of the following Committee meetings be received:

- (a) Planning held on 2 April 2007
- (b) Finance and General Purposes held on 16 April 2007; and the recommendations therein be agreed.

81 ANNUAL PARISH ASSEMBLY

- (a) Vice-Chairman's Annual Report 2006/07

Members informed Councillor Mrs JM Young that they considered her Annual Report to be a very good one.

RESOLVED:

That the contents of the Vice-Chairman's Annual Report be noted.

- (b) Draft Minutes of the Annual Parish Assembly held on 23 April 2007

RESOLVED:

That the draft Minutes of the Annual Parish Assembly held on 23 April 2007 be received and amended before publication in the light of Members' comments regarding "Authorised Absence" and the Parish Meeting being an "Annual" event.

82 COMMITTEE STRUCTURE

The Council reviewed its Committee structure and Membership of Committees, etc.

RESOLVED:

That the Council's Committee structure be as follows, and subject to Councillor A Warrington being consulted on what he would like to sit on, the Membership be as set out below:

Finance and General Purposes Committee
Councillors RK Shukla, RA Storrar, Mrs HL Thorniley-Jones, Mrs J Young, DF Holman and Mrs J Johnson

[Councillor A Warrington to be asked if he wants to continue as a Member of this Committee]

Planning Committee
Councillors WI Humphrey, Mrs D Whitton, Mrs J Young, Mrs J Johnson, JG Johnson and Mrs HL Thorniley-Jones

"Field Site Panel" (formerly the Field Committee)
Councillors WI Humphrey, C Moss and Mrs J Young

- Both the Clerk and the Chairman emphasised that this forum's role was to oversee and co-ordinate the Golden Jubilee Park Development and any decisions that needed to be made concerning the development would be made by the Council. Regular reports would be made to the Council on the proceedings of Field Site Panel meetings.

[Councillor A Warrington to be asked if he wants to continue as a Member of this Panel]

Staffing Committee
Councillors Mrs HL Thorniley-Jones, Mrs JE Storrar and Mrs D Whitton

83 CALENDAR OF MEETINGS

The Council considered the first draft of its Calendar of Meetings and requested that the Finance and General Purposes Committee initially scheduled for 20 December 2007 be moved to Thursday, 17 January 2008 instead.

RESOLVED:

That the first draft of the Council's Calendar of Meetings be noted and amended as requested and the second draft be appended to the Minutes. (Appendix A)

84 COUNCIL REPRESENTATION

RESOLVED: That

- (1) Councillor RA Storrar and Mrs J Young be nominated to represent the Council at the Chester Area Meetings of the Cheshire Association of Local Councils;
- (2) Councillor Mrs J Young be nominated to represent the Council at meetings of the Vernon Institute Management Committee;
- (3) Councillor Mrs P Humphrey be nominated to represent the Council at the Chester Police Forum meetings;
- (4) Councillors WI and Mrs P Humphrey and Mrs HL Thorniley-Jones be nominated to represent the Council on the Saughall Youth Club Management Committee;
- (5) the Clerk be appointed as the Council's Responsible Financial Officer;
- (6) subject to his agreement, Mr H Dobson be appointed as the Council's Internal Auditor;
- (7) Mrs H Cakebread be appointed Tree Warden and Environmental Warden; and
- (8) subject to his agreement, Mr T Leach be appointed Parish Paths Warden.

(a) Saughall Youth Club

It was reported that the Youth Club required a police presence on a Tuesday evening in order to open. There had been some serious threats and police support was imperative. This matter had been raised with Inspector Sarah Pengelly at the Finance and General Purposes Committee meeting on 16 April 2007 and she had agreed to try to accommodate the Council's request. It was expected that, because of PCSO Butler's shift pattern, it would not always be possible for him to attend on Tuesday evenings so if he could not accommodate the request arrangements could be made to send someone else. It was also important to know if there was to be a police presence in advance so that the Club's Management Committee could make arrangements to open up, etc.

Sergeant Houghton and PCSO Butler informed that they did not know of the request made to Inspector Pengelly but that they would do their best to comply with the request when their shift pattern allowed.

(b) Youth Pod/Shelter

RESOLVED:

That because of the recent youth problems in the village, the decision on whether or not to erect a youth pod/shelter in Saughall be deferred for the time being.

(c) Proposal for the Provision of a Skateboard Park

RESOLVED:

That because of the recent youth problems in the village, the decision on whether or not to provide a skateboard park in Saughall be deferred for the time being.

(d) Youth Outing

The Chairman proposed that the Council give consideration to grant aiding an outing for the young people who regularly attended the Youth Club. Members considered the Council's budget noting that there was no budget head specifically for Youth activities but that it did have a contingency fund of £500.

RESOLVED:

That subject to the Council agreeing that funding required could be drawn from contingencies, the proposal to grant aid an outing for the young people who regularly attend the Youth Club be supported.

(a) Homewatch

Councillor WI Humphrey, in his capacity as Homewatch Coordinator, usually provided the Council with a report setting out issues and details of criminal and anti-social activity in the village. However, he informed that his responsibilities had changed with the introduction of the PCSO scheme and he was only receiving approximately twenty percent of the calls that he had received before the PCSO was provided.

Councillor Humphrey supported the proposal to make the Golden Jubilee Park and alcohol free zone and he informed that he would continue to work with all concerned to reduce crime levels and people's fear of crime.

Councillor Humphrey also informed that the Homewatch would not be asking the Council to provide it with a financial contribution to fund its activities, etc this year and it still had approximately £270 (to be confirmed) in the bank.

RESOLVED:

That the Homewatch Co-ordinator's report be noted

(b) Police Community Support Officer (PCSO)

PCSO Butler informed that he had been dealing with car parking issued in the village and had given out advisory notices in Saughall Hey. He had also visited the Thomas Wedge CE (Controlled) Junior School. On the whole there were no major problems to report.

Members reminded PCSO Butler that there were problems with motorists parking on the pavement on Long Lane on a daily basis and asked him to take appropriate action.

PCSO Butler was also asked to consider attending Parish Council Surgeries and to hold surgeries of his own.

RESOLVED:

That the report be noted.

(c) Police

It was noted that Chief Inspector Brian Roberts had informed that the Constabulary would not make a financial contribution to the Council for the PCSO's use of the Parish Room. The Council was aware that rent had been included in the successful bid to provide a Neighbourhood Management Team in Saughall.

- (d) Cheshire and Warrington Rural Social and Community Programme (RSCP) Community Safety Challenge – Neighbourhood Management Team

Further to Minute No 64(a)/2007 of the last Council meeting and Minute No 14/2007 of the Finance and General Purposes Committee's meeting held on 16 April 2007, the Council gave consideration to how to constitute the Neighbourhood Management Team.

Councillor WI Humphrey expressed an interest in taking on the role of Project Co-ordinator and informed that he would be happy to do this without payment.

Sergeant Houghton offered to ask Mr Ken Ridgeway of the Blacon Neighbourhood Management Pathfinder Scheme to attend the Saughall Team's first meeting to offer advice on how to move the project forward.

RESOLVED: That

- (1) Councillors WI Humphrey, C Moss and Mrs D Whitton be nominated to sit on the Saughall Neighbourhood Management Team; and
- (2) Sergeant Houghton be taken up on his offer to ask Mr Ken Ridgeway of the Blacon Neighbourhood Management Pathfinder Scheme to attend the inaugural meeting of the Saughall Neighbourhood Management Team and offer appropriate advice, etc.

87 HIGHWAY ISSUES

- (a) Parked Cars on Pavements

PCSO Mike Butler had already reported earlier that he was dealing with the problem of parked cars on pavements (Minute No 86(b)/2007 refers).

- (b) A5117 Major Roadworks

Members who had attended the Carillion Liaison meeting on 1 May 2007 informed that the Scheme was behind scheduled and that in mid-June 2007 the roundabout configuration on the A540 would change.

The Clerk had circulated copies of the scheme diagram to all Members for information purposes.

The Clerk had received a letter dated 23 April 2007 from Carillion's Public Liaison Officer, Ms Mandy Scott, informing that contrary to the promise Carillion had made, it would not now be making available the Cheshire Railings requested for reuse. She informed that Carillion had encountered difficulties in dismantling the railings as they were in very poor condition.

However, Members had raised the subject of Cheshire Railings at the Liaison meeting expressing concerns that they had been told by telephone on three occasions that the Railings were about to be delivered or were actually on the tractor and then they had not been received.

Consequently, because of the “mix-up” and as a gesture of goodwill, Carillion had agreed to consider a donation of the 10 metres of Cheshire Railings required.

RESOLVED:

That the reports be received.

(c) Speeding Traffic

The Clerk had received an email dated 19 April 2007 from Mr Trevor Clibery of Chester City Council’s Community Services Department apologising for the delay in getting the Radar Gun Scheme off the ground.

There were currently six groups wishing to use the equipment and the Council was sixth in the queue. PCSO Butler offered to speak to Mr Derek Bowker of Cheshire Police to see if any progress could be made.

RESOLVED:

That the report be received.

(d) Church Road Bus Shelter

It was reported that the side pane of the Church Road Bus Shelter had been vandalised again.

RESOLVED:

That the Clerk be requested to report the damage to the Church Road Bus Shelter to Ms Christine Garner of Cheshire County Council’s Transport Co-ordination Section.

(e) Saughall Footpaths

The Clerk had contacted the District Engineer, Mr Graham Anderton, on 5 April 2007 concerning the footpath from 47 The Ridings to Rosewood Grove. Remedial repairs had been carried out but still ‘potholes’ remained. The District Engineer had informed that the work had been done as a result of his complaints about the condition of the footway, but for his complaints nothing would have been done at all because the depth of the ‘potholes’ was not such to warrant them being categorised as defects needing attention.

The Council received a report from those Members who had attended the Village Footpath Inspection with the District Engineer on 13 April 2007 along with action he was taking.

RESOLVED:

That the reports be received.

(f) Damaged Street Sign

It was reported that the damaged street sign in Newcroft had now been repaired.

(g) Hermitage Road – Maintenance

The Clerk had asked the District Engineer, on 1 May 2007, to have a look at the stretch of Hermitage Road from the Red House to The Ridings as Members had been complaining that the surface needed repairs. The District Engineer had done as the Clerk had requested but reported that the condition was not so bad as to warrant a bid for funds from the Structural Maintenance Rolling Programme. The footway had been renewed and the carriageway overlaid in the late 1980s. The main problem had been with the water company's boxes and the worst of these had recently been attended to. The District Engineer would continue to monitor the condition and if there was any deterioration he would push for a bid.

RESOLVED:

That the situation regarding Hermitage Road be noted.

88 ACCOUNTS

(a) Chairman's Allowance

RESOLVED:

That the Chairman be paid an allowance of £1,000 in respect of the Municipal Year 2007/08.

(b) Payments made since the meeting of the Council held on 2 April 2007:

RESOLVED:

That the following payments be approved:

<u>Financial Year 2007/2008</u>	<u>£</u>	<u>Cheque No</u>
Cheshire Association of Local Councils (Affiliation Fees and Local Council Reviews)	584.85	101976
Sefton MBC (Photocopying)	67.30	101977
Chester City Council (Newsletter printing)	406.89	101978
Sefton MBC (Photocopying)	53.00	101979
United Utilities (Water Rates)	34.85	101980
Cheshire Police Authority (Contribution towards PCSO)	11,000.00	101981
NALC (Conference Fees)	376.75	101982
Mr C Moss (Keys and padlock)	11.00	101983
Allianz Cornhill (Insurance)	1,255.27	101984
Mrs S Hudspeth (Expenses)	111.62	101985
Mrs S Hudspeth (Salary)	590.69	101986
Mr R Hipkiss (April 2007 Street Cleaning)	910.23	101987
Mrs J Young (Chairman's Allowance)	1,000.00	101988
North West Rangers (Newsletter Distribution)	20.00	101989

(c) Receipts

RESOLVED:

That the following receipts be noted:

	£
Interest to 21 April 2007 (14 Day Account)	156.94
Precept	46,499.00
Double Taxation Grant	3,130.00

(d) Cash to Bank Reconciliation

RESOLVED:

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

(e) Fixed Rate Loan Payment – PWLB – Purchase of Land, Etc

RESOLVED:

That it be noted that £2,771.24 will be taken from the 14 day Interest Account on 14 May 2007.

(f) Golden Jubilee Park Development Fund Reconciliation 2007/08

RESOLVED:

That the content of the Golden Jubilee Park Development Fund Reconciliation 2007/08 be noted.

(g) Accounts 2007/07

RESOLVED: That

(1) the Council receive the Accounts for the Financial Year 2006/07 and in accordance with accounting practise the Chairman and the Clerk be requested to sign them; and

(2) they then be passed to the Internal Auditor for review and report.

(h) Bank Mandate

The Clerk had received a letter dated 4 May 2007 from Ms Denise Moxon, Counsellor, HSBC, informing that a full new mandate was required with any new signatories being required to be fully identified and their personal addresses verified.

RESOLVED:

That a new Bank Mandate be completed by those signatories agreed at the meeting of the Council on 3 October 2005 (Minute No 162(c)/2005 refers) as follows:

- the Clerk
- Councillor B Kerr
- Councillor RA Storrar
- Councillor A Warrington
- Councillor Mrs D Whitton
- Councillor Mrs JM Young

(i) Vernon Institute Clock

The Clerk reported that she had received no response to her letter of 14 April 2007 to Mr B Betts of Smith & Derby Ltd.

Members reported that the Vernon Institute Clock was not currently showing the correct time.

RESOLVED:

That the Clerk be requested to contact Mr W Abrams to ascertain if the Vernon Institute Clock required winding.

89 GOLDEN JUBILEE PARK DEVELOPMENT

(a) Report of the Field Committee (to be known in future as the Field Site Panel) – Meeting held on 13 May 2007

There had been a meeting the previous day to look at the state of the field. The Clerk had written to the Council's contractor, Mr Des Francis, on 3 April 2007 requesting that he complete the work still to be carried out in the early Spring to ensure good seed germination so that the ground was ready for sporting purposes the following year. He had been asked to undertake all work required by the end of April 2007. Unfortunately, the contractor had not finished the work to the timescale laid down.

Consequently, following the previous day's meeting the Clerk had written again to Mr Francis requesting that all outstanding work (including de-stoning, sowing and the perimeter path) be completed as matter of urgency and in accordance with the Bill of Quantities he had submitted.

It was reported that Mrs Helen Cakebread, the Council's Tree and Environmental Warden, had submitted a report as requested detailing work and actions required in respect of trees and ponds in the village. The Clerk had asked All Cheshire Garden Services to provide a written quotation for the work required as they had been on-site when the Field Committee met the previous day.

Councillor WI Humphrey provided the Clerk with a copy of a report he had written concerning Golden Jubilee Park development issues along with an amended site plan.

RESOLVED: That

(1) the report be received; and

(2) appropriate action be taken if no progress has been made by the contractor by the next Council meeting.

(b) “Traveller Proofing” the Park

Members discussed how they could make the Golden Jubilee Park “Traveller Proof” and it had been suggested that concrete posts be sited behind the gate. The Cricket Club’s storage container would have to have been installed before this could happen.

The Council was informed that its contractor was supposed to plant a hedge behind one of the gates. Members suggested that the best deterrent was to use concrete blocks and that Carillion may be persuaded to supply some and they undertook to discuss this with Carillion at the next Liaison Meeting.

(c) Fencing

Ringwood Fencing had completed its work but the gate supplied was not up to ROSPA standards as children could trap their fingers in it. Consequently, the Clerk had asked Ringwood to provide a quotation to provide and install an appropriate gate in the interest of health and safety.

RESOLVED:

That the report be received and the quotation be awaited.

(d) Tenax Surfacing

The Clerk had been asked to set up a meeting between Mr John Young of Tenax and Members in order that the amount of mesh required for the car parking area could be reviewed. This was because Members thought that Tenax had quoted for more rolls of mesh than were necessary.

No progress had been made in respect of moles in the Golden Jubilee Park and it was agreed to discuss the problem with Mr Young of Tenax.

RESOLVED: That

(1) the report be noted; and

(2) the situation regarding the moles be discussed at the meeting with the Tenax representative.

(e) Goal Nets

Councillor C Moss informed that a set of goal nets could be purchased for £40.00 plus a delivery charge.

RESOLVED:

That Councillor C Moss be requested to provide the Clerk with the details so that she can order the nets.

90 ENVIRONMENTAL ISSUES

(a) Chester and District Housing Trust's Estate Walkabout – 17 April 2007

It was reported that the Walkabout had been cancelled and the next one would be on 22 May 2007.

91 LAND TO THE NORTH OF LODGE LANE, SAUGHALL

At the last meeting of the Finance and General Purposes Committee held on 15 March 2007 the Clerk had been requested to remind the County Property Manager of the Parish Council's aims in respect of affordable housing and the additional burial land needed in Saughall, in the light of the proposal to build a new all-through primary school (Minute No 9/2007 refers).

The County Land Agent, Mr David Job, had responded to the Clerk by email on 11 April 2007 informing that nothing was envisaged to date that would impinge upon the ability to develop the affordable housing site or impact upon the very limited amount of land required for burial purposes.

Members referred to the "Transforming Learning Communities" initiative and were concerned that the local community might not now benefit in the way it had been previously intended that it would, if the new primary school proposal was followed through.

RESOLVED: That

- (1) the County Land Agent's comments be noted; and
- (2) the Clerk be requested to write to County Councillor D Rowlands inviting him to attend the next meeting of the Council, as both local Member and relevant Cheshire County Council Portfolio Holder, to make a presentation on exactly what is proposed in relation to the new school and its location, etc and on the long term future of the two existing school buildings in the village.

92 PARISH COUNCIL SURGERIES

No-one had attended the last Parish Council Surgery held on 5 May 2007.

RESOLVED:

That Councillor Mrs P Humphrey be requested to preside over the next Parish Council Surgery scheduled for Saturday, 2 June 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 4 June 2007.

93 VERNON INSTITUTE MANAGEMENT COMMITTEE (VIMC)

The Clerk was given a copy of the Minutes of the last meeting of the Vernon Institute Management Committee for information.

Further to the last meeting of the Council held on 2 April 2007 (Public Speaking Time) the last meeting of the Finance and General Purposes Committee held on 16 April 2007 had given consideration to a request for funding from Saughall Colts (Minute No 13/2007 refers). The grant aid had been requested to assist improvements to land on Seahill Road in the ownership of the Vernon Institute. At the request of the Committee the Clerk had written to the Chairman of the Vernon Institute Management Committee, Mr Bill Murphy, to ask if his organisation had any objections, in principle, to the Council making a financial contribution using resources it had currently earmarked to assist improvements to the Vernon Institute building.

Mr Murphy had responded to the Clerk's letter of 18 April 2007 on 21 April 2007 informing that the Members of the Vernon Institute Management Committee that he had contacted were against the idea of the diversion of funds, earmarked for repairs from the Vernon Institute, to the Colts.

It was noted that the Vernon Institute Management Committee was obtaining quotations for repairs to the Library wall because of damp and wanted to improve the heating system.

It was reported that the Colts had been successful in attracting funding for the improvements to the sporting facilities on Seahill Road, from Chester City Council's Gowy North Area Committee.

RESOLVED:

That as the Colts have been able to attract grant aid and as Members of the Vernon Institute Management Committee prefer the funds earmarked for the Vernon Institute to improve the structure and fabric of the Vernon Institute building to remain so, no funding contribution be made to the Colts.

94 ODD JOBS

It was proposed that Mr H Wilkinson be requested to remove the step from the back door of the Uniformed Groups' Headquarters and put in a slope and to obtain and fit a cover on the manhole currently without one near the Uniformed Groups' Headquarters. Councillor C Moss agreed to show Mr Wilkinson where the manhole was located.

RESOLVED:

That the proposed jobs be agreed and the Clerk be requested to write to Mr H Wilkinson asking him to carry them out.

95 ATTENDANCE AT MEETINGS OF OUTSIDE BODIES

The Council received reports from those Members who had attended the following events:

- Police Forum on Tuesday, 17 April 2007, 7:00pm at the Town Hall Chester
- Gowy North Area Committee on Thursday, 10 May 2007, 7:00pm at Hargrove Village Hall
- Chester City Council's Seminar on the Rural Commission's Call for Evidence on Tuesday, 8 May 2007, 7:00pm at The Town Hall, Chester

RESOLVED:

That the reports of proceedings at outside events be noted.

96 COMMUNICATIONS RECEIVED

- Letter dated 24 April 2007 from Mr Jeremy Taylor, Chief Executive, Cheshire County Council, briefing on Local Government Review and enclosing a copy of the consultation document.

Noted

97 CIRCULARS

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

Cheshire Police Authority's Forum Newsletter – Chester April 2007

Chester City Council's People and Places – 27 April 2007

Cheshire County Playing Field Association's Newsletter – The Playing Field Spring 2007

Cheshire County Council's Cheshire Matters – April 2007

Appendix A

**Parish Council meetings are held in the Vernon Institute, Saughall
other meetings are held in the Parish Room, 2 Fiddlers Lane,
Saughall**

Date	Parish Council 7.30pm	* Planning Committee 7.00pm	Finance & GP Committee 7.30pm	Annual Meeting 7:30pm	Budget Meeting 7:30pm	Parish Assembly To be confirmed later
14-May		X		X		
04-Jun	X	X				
21-Jun			X			
02-Jul	X	X				
06-Aug	X	X				
16-Aug			X			
03-Sep	X	X				
01-Oct	X	X				
11-Oct			X			
05-Nov	X	X				
03-Dec	X	X				
07-Jan	X					
17-Jan			X			
21-Jan					X	
04-Feb	X	X				
21-Feb			X			
03-Mar	X	X				
07-Apr	X					
28-Apr						X
12-May		X		X		

* Planning Committee meetings will take place if planning applications have been received from Chester City Council. Therefore it may be necessary to cancel scheduled meetings if no plans have been received and call other meetings at a later date if plans are received, with the agreement of the Chairman and to fit in with the Planning Authority's tight consultation timescales.