

MINUTES OF A MEETING OF SAUGHALL AND SHOTWICK PARK PARISH COUNCIL held on 3 September 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 RK Shukla  
Councillor Mrs JE Storrar  
Councillor RA Storrar  
Councillor Mrs H Thorniley-Jones  
Councillor A Warrington  
Councillor Mrs JM Young (in the Chair)

Mr T Leach (Parish Paths Warden)

151 APOLOGIES FOR AUTHORISED ABSENCE

Apologies for authorised absence were received from Councillors B Kerr and Mrs D Whitton and PCSO Mike Butler.

152 CODE OF CONDUCT

(a) Declarations Of Interest

Declarations of personal interest were received from:

Councillor Mrs H Thorniley-Jones in respect of Item No 7 – Licensing Act 2003: Statement of Licensing Policy (Minute No 158/2007 refers) and Item No 8 – Parish Plan (Minute No 159/2007 refers) as she had a business interest in the greyhound Public House, Saughall

Councillors JG and Mrs J Johnson in respect of Item No 8 – Parish Plan (Minute No 159/2007 refers) as they had a business interest in the Oakwood Nurseries, Saughall

Councillor RK Shukla in respect of Item No 8 – Parish Plan (Minute No 159/2007 refers) as he had a business interest in the Pharmacy, Church Road, Saughall

(b) Undertaking to Observe the Code

Chester City Council's Solicitor, Mr Charles Kerry, had written to the Clerk to advise that there was no legal requirement for individual Members to sign new undertakings to observe the revised Code that had been adopted by the Council at its meeting on 2 July 2007. However, if they did sign the new undertaking it would avoid the need for the Clerk to check each Member's existing undertaking and would reinforce to all Members that they were now operating under the newly adopted Code and so must follow its provisions. The Clerk had sent each Member of the Council a copy of the relevant form.

RESOLVED:

That the advise of Mr Kerry be noted and all Members of the Council be requested to complete and sign the form undertaking to observe the Parish Council's Code of Conduct.

153 MINUTES

RESOLVED:

That subject to the following amendment the Minutes of the meeting of the Council held on 6 August 2007 be confirmed as a correct record:

Minute No 138/2007 Police/Homewatch – (a) Police

Last bullet point – 1 August 2007 be amended to 1 August 2006

154 MINUTES OF COMMITTEES

RESOLVED:

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

(a) Planning Committee held on 6 August 2007; and

(b) Finance and General Purposes Committee held on 16 August 2007.

155 PUBLIC FOOTPATHS

(a) Parish Small Grants Scheme for Countryside Access Improvements

Cheshire County Council had established a 'Parish Small Grants Scheme' for Countryside Access Improvements to enable Parish and Town Councils to apply for money to improve access to their local countryside.

The Council was interested in obtaining a number of kissing gates and had made a bid to the County Council in this respect last year but had been unsuccessful. It had been informed that it now had an allocation of kissing gates and needed to provide landowner details, locations and confirmation of the landowners' consent by the end of September 2007 in order to move the initiative forward.

Mr Tony Leach, the Parish Paths Warden, was in attendance at the meeting. He had drawn up the proposal for the siting of the kissing gates and informed that they had to be match funded. The Clerk disagreed with this informing that she had in fact checked this out earlier in the week by speaking to the County Council's Countryside Access team Leader, Amy Rushton, who had advised her otherwise.

RESOLVED: That

- (1) Councillor RA Storrar be requested to identify the names and addresses of the landowners where the Council would like to see kissing gates replacing stiles;
- (2) the Clerk be requested to obtain the necessary consent from the landowners concerned; and
- (3) the Clerk be requested to contact Cheshire County Council again in order to clarify whether the scheme required match funding or not.

(b) Exchange of emails between Thomas Skelly (a walker) and Councillor RA Storrar

The Council had received copies of emails regarding concerns raised by Mr Skelly with Councillor RA Storrar. The Clerk had passed the emails to the Parish Paths Warden and requested his advice. Mr Skelly was in attendance at the meeting and Mr Leach discussed the issues raised in detail, provided information and reported actions he had taken. As a consequence, Mr Skelly's concerns were allayed.

RESOLVED:

That the position be noted.

[Following the meeting Mr Skelly had informed that he now had a better picture of what was happening. He had also discussed his concerns with the Parish Paths Warden who had agreed to take the necessary action.]

#### 156 CASUAL VACANCY

The Clerk, at the request of the Council, had written to Ms JM Knox on 7 August 2007 to formally invite her to take up the vacant seat as a result of Mr Moss' resignation (Minute No 137/2007 refers). Ms Knox had telephoned the Clerk and agreed to the co-option. However, she had told the Chairman that she was unable to attend the meeting this evening.

RESOLVED:

That the position be noted and revisited at the next meeting of the Council scheduled for 1 October 2007.

#### 157 POLICE/HOMEWATCH

(a) Police

(i) Chairman's Meeting with PCSO Mike Butler

The Chairman reported that she had met with PCSO Mike Butler that morning and she had informed him that she was disappointed, on a personal level, that he was not attending meetings to introduce himself to the various groups in the village. She had listed a number of queries and he would be providing answers for her in due course. PCSO Butler had informed the Chairman that he would

be undertaking some survey work shortly, over an eight week period, to establish how safe people felt in their village.

Other Members expressed their concerns about the PCSO initiative and questioned whether it was providing value for money.

The Clerk had emailed Inspector Sarah Pengelly on 14 August 2007 inviting her to attend a Council meeting in either October or November this year to make a presentation on the Police's prospective of how the PCSO initiative was working, any problems encountered and any changes being made to bring about any improvements required. Chief Inspector Brian Roberts had responded to this email on 29 August 2007 informing that he had no problems with attending a meeting and would check his diary for a suitable date. However, before that time he requested that a meeting take place to thrash out any local issues with Inspector Ian Thorp, who had taken over from Inspector Pengelly.

RESOLVED: That

- (1) Chief Inspector Brian Roberts be informed that the Council does have concerns over the way in which the PCSO initiative is currently operating and it would like to meet with him at either the October or November 2007 Council meeting in order to have a full and frank discussion about it; and
- (2) Inspector Ian Thorp be invited to meet with representatives of the Council (Councillors Mrs J Johnson, Mrs JE Storrar, Mrs J Young and A Warrington) as soon as possible to discuss the PCSO initiative in Saughall.

(ii) PCSO's Monthly Report

PCSO Mike Butler had submitted a report on his activities as follows:

- He had posted information letters through the doors around Rakeway as there has been an increase in doorstep crime in that area. Further letters were going to be produced and delivered to the Vernon Institute and various groups around the village.
- He was working closely with staff at the Co-operative Stores to combat the problem with underage drinking.
- He had issued 1x£30 fixed penalty notice on Hermitage Road for obstructive parking.
- He had posted advisory notices around Seahill Road/Long Lane area regarding obstructive parking. He had spoken to a motorist at the junction of Seahill Road and Crofters Way regarding his obstructive parking.
- He was awaiting a reply from the County Highways Department regarding the proposal to move the 30 mph sign. A further letter would be sent.
- He was carrying out regular patrols around Lodge Lane, Fiddlers Lane and behind both schools during the school holidays.
- There were 79 incidents between 6 August and 3 September 2006
- There were 56 incidents between 6 August and 3 September 2007

- He was also arranging more surgery dates in the Parish Room as follows:

Saturday, 22 September 2007, 10am-11am  
Saturday, 29 September 2007, 5pm-6pm  
Saturday, 13 October 2007, 10am-11am  
Saturday, 20 October 2007, 5pm-6pm  
Saturday, 3 November 2007, 10am-11am  
Saturday, 10 November 2007, 5pm-6pm  
Saturday, 24 November 2007, 10am-11am

RESOLVED:

That PCSO Butler's report be received.

(iii) New Blacon Sergeant

Sergeant Brian Green had written to the Clerk to introduce himself and to inform her that he had been posted to the Blacon Community Action Team (CAT).

RESOLVED:

That Sergeant Brian Green be invited to attend a future meeting of the Council.

(iv) Open Evening on Tuesday, 4 September 2007 at 6:30pm at Constabulary Headquarters, Winsford

Councillor RA Storrar informed that he was now unable to attend.

RESOLVED:

That Councillors Mrs JE Storrar and WI Humphrey be requested to attend this event.

(v) Police Community Support Officers – Your Views

All Members had previously been given a copy of a letter from the Cheshire Police Authority and a questionnaire. They were reminded that the consultation ended on Friday, 7 September 2007.

RESOLVED:

That all Members be requested to complete and return the questionnaire by 7 September 2007.

(vi) Cycling Initiative

The Chairman reported on a Cycling Initiative she had encountered whilst out walking. The Clerk had been in touch with Inspector Sarah Pengelly who had informed that this initiative included an organised cycle ride in the Chester area had involved clubs that had been directly involved in carrying out cycling proficiency type activities. She considered that PCSO Mike Butler could liaise

with his colleagues to see what could be done in Saughall. He would need the assistance of the other PCSO teams which could easily be arranged.

A similar exercise could take place in Saughall and the Chairman informed that Mr Tony Summers, the Saughall Neighbourhood Management Team's Co-ordinator, had been charged with progressing this.

RESOLVED:

That the report be received.

(b) Homewatch

Councillor WI Humphrey, in his capacity as Homewatch Coordinator, reported as follows:

- There had been some instances of anti-social behaviour, theft and cold calling commen operations. The PCSO had dealt with these matters.
- There had been less incidents of criminal and anti-social behaviour this Summer compared to last Summer.

RESOLVED:

That the Homewatch Coordinator's report be received.

(c) RSCP Community Safety Challenge – Neighbourhood Management Team

The Neighbourhood Management Team had met on Monday, 20 August 2007 and the Clerk had been in attendance to offer guidance and support. Ms Kay Parry had also attended in her official capacity as a Traffic Engineer with Cheshire County Council to discuss the problem of speeding traffic through the village. Ms Parry had not recommended that a survey be carried out or a petition be presented to Cheshire County Council lobbying for traffic calming measures. However, the way forward would be determined by the Team.

A 'Safe Slipper Day' was being organised in conjunction with Age Concern.

The Team's Terms of Reference needed to be drawn up and agreed. The Clerk had previously provided the Council with a paper entitled 'Saughall Neighbourhood Management Team – How Could It Work?'. Members were urged to read it along with the submission for funding and come forward with proposals to be included in the Terms of Reference.

The Clerk had drafted a Job Description for the Project Co-ordinator's post. It would need to be agreed and appended to a Contract of Employment that also needed to be drawn up.

RESOLVED: That

- (1) the report be received;
- (2) Members be requested to make suggestions at the next meeting on what to include in the Saughall Neighbourhood Management Team's Terms of Reference;
- (3) Councillor DF Holman be requested to look at the draft Job Description and report his findings to the next meeting with a view to finalising the document; and
- (4) a Contract of Employment be drawn up by the Saughall Neighbourhood Management Team for the Project Co-ordinator to sign.

158 LICENSING ACT 2003: STATEMENT OF LICENSING POLICY REVIEW

Chester City Council's Licensing Manager, Community Safety, Mr Peter Willett, had written to the Clerk on 10 August 2007 enclosing a copy of his Council's Statement of Licensing Policy for review. This document gave applicants and all interested parties, individual residents and objectors, an understanding of the Policy that the City Council would be using when dealing with any applications made under the Licensing Act 2003.

The review of the Policy would be subject to a consultation period during which comments or recommendations could be made. The consultation period ended on 12 October 2007.

RESOLVED:

That the following observations on the Policy be sent to Chester City Council's Licensing Manager, Community Safety:

- It is too prescriptive.
- It makes no differential between licensed premises in rural and urban areas. Common sense must be allowed to prevail.
- Some of the ideas detailed in the document are not financially viable.

159 PARISH PLAN

The Council reviewed progress on actions arising from the Parish Plan using the most recent action list as guidance.

RESOLVED:

That the Clerk be requested to amend the action list in the light of Members' comments and suggestions and append it to the Minutes (Appendix A).

160 YOUTH ISSUES

(a) Youth Pod/Shelter – Good Practice Guide

RESOLVED:

That a report on the content of this publication be deferred until the next meeting of the Council scheduled for 1 October 2007 so that Councillors Mrs H Thorniley-Jones and J Young have an opportunity to liaise before it is discussed.

(b) Saughall Youth Club

Councillor Mrs H Thorniley-Jones informed that the Youth Club would reopen the following week on Tuesday and Wednesday evenings. Volunteers were being sought and an initiative was being taken forward with the High School in this respect.

The Council indicated that it was still willing to provide funding to finance an outing for those children who regularly attended the Youth Club.

RESOLVED: That

- (1) the report be received;
- (2) Councillor Mrs H Thorniley-Jones be requested to liaise with the Youth Club Management Committee in order to consider the Council's offer and make plans to take the children out; and
- (3) Youth Opportunities and Youth Capital Funds 2007/08 be discussed at the next meeting of the Council scheduled for 1 October 2007.

161 HIGHWAY ISSUES

(a) Parked Cars on Pavements

The PCSO had been asked to monitor the situation.

(b) A5117 Major Roadworks

(i) Progress – Carillion Liaison Meeting – 14 August 2007

Councillor RA Storrar had attended the meeting and informed that Carillion was an estimated six to nine weeks behind with the scheme. It was noted that it was highly unlikely that temporary traffic lights would be provided at the junction of the A540/A5117. The next liaison meeting was scheduled for Tuesday, 6 November 2007.

It was reported that Carillion had written to residents about the dangers of children playing on the site. Even though they had increased their vigilance during the Summer holidays children had been found within the site boundaries. Consequently, Carillion had asked for the help and support of all parents who had children that lived in close proximity to the site to stress these

dangers and that children risked death or serious injury if they trespassed. It was thought that the letters had been sent out via the Schools.

RESOLVED:

That the reports be received.

(ii) Cheshire Railings

Councillor RA Storrar reported that he was still optimistic that a satisfactory outcome would be achieved in respect of the Cheshire Railings.

RESOLVED:

That the report be received.

(c) Speeding Traffic

The Clerk had requested that the Council be put on the list waiting to borrow the Speed Indicator Device (SID) following a request by the Neighbourhood Management Team.

Mr Trevor Clibery of Chester City Council had informed that the Council could borrow the SID possibly at the end of October 2007. He asked if the Council wanted any of the authorised sites below, or to ask for some new ones to be assessed.

- Church Road – outside All Saints Church
- Seahill Road – outside Greyhound Public House using lamp column
- Seahill Road – junction with Crofter's Way
- Hermitage Road – junction with the Ridings using lamp column 22
- Hermitage Road – outside the Egerton Arms Public House using telegraph pole by phone box
- Church Road – opposite house No 88 for outbound traffic, and by the bus stop on Lc 8 for inbound traffic

(d) Fly Posting – Antler Homes

There continued to be a proliferation of fly posting.

(e) 7.5 Tonnes Weight Restriction

It was noted that the sign was in place and the District Engineer would get a maintenance team to find it and clean it.

(f) Progress on Problems Referred to the District Engineer

The Chairman had met with the District Engineer and discussed the flooding problems and agreed various actions to be taken to bring about improvement.

(g) Consultation on Community Transport

All Members had received a letter from the Cheshire Community Council and a questionnaire to complete and return. The consultation period ended on 7 September 2007.

RESOLVED:

That Members be requested to complete and return their questionnaires.

(h) Ditches Southwest of Hermitage Road, Saughall

The Clerk thought that the Clerk to Sealand Community Council may have changed his address. He had not responded to her request for help and the email address displayed on the website was incorrect. The Chairman agreed to check the details on the Community Council's notice board at the bottom of Seahill Road.

162 GOLDEN JUBILEE PARK DEVELOPMENT

(a) Progress Report

The Council's contractor, Mr Des Francis, had telephoned the Chairman and apologised for not making progress on the development. He had promised to carry on with the work on Thursday and Friday. She had told Mr Francis that the Park was currently not fit for purpose and that she wanted it "playable" for this season and that meant also clearing the stones from the land.

RESOLVED:

That the report be received.

(b) Storage Container

It was reported that the storage container had now been painted with anti-vandal paint.

RESOLVED:

That the report be received.

(c) Quotations for Work Required

Two quotations had been received to trim the inside of the hedge as follows:

All Cheshire Garden Services in the sum of £220 (for both sides)

Gordon Dutton quotation in the sum of £75

It was reported that another hedge needed trimming in the Field.

All Cheshire Garden Services had also quoted £25 to trim the hedge in the Park on the Long Lane side.

RESOLVED: That

- (1) the quotation from Gordon Dutton in the sum of £75 to trim the inside of the hedge in the Park be accepted;
- (2) the quotation from All Cheshire Garden Services in the sum of £25 to trim the hedge in the Park along the Long Lane side be accepted; and
- (3) Mr Dutton be requested to liaise with Councillor J Johnson regarding the location of the additional hedge in the field that required trimming.

(d) Fiddlers Lane Playing Field

It was reported that Mr H Wilkinson had moved the bench as requested (Minute No 31/2007 of the Finance and General Purposes Committee refers).

Unfortunately, it had not been fixed into the ground properly and it had been moved back to where it had previously been.

RESOLVED:

That the Clerk be requested to ask Mr Wilkinson to take the necessary action to install the bench properly in the correct position.

163 ACCOUNTS

(a) Payments made since the meeting of the Council held on 6 August 2007:

RESOLVED:

That the following payments be approved:

<u>Financial Year 2007/2008</u>	<u>£</u>	<u>Cheque No</u>
Saughall Neighbourhood Management Team	10,000.00	102048
All Cheshire Garden Service (4 grass cuts)	480.00	102049
Mr DF Holman (keys cut)	33.00	102050
Mr R Hipkiss (August 2007 Street Cleaning)	910.23	102051
Mrs S Hudspeth (Expenses)	88.79	102052
Mrs S Hudspeth (Salary)	590.69	102053

(b) Invoice for Electricity

The Clerk had received an invoice from Mr C Moss for the electricity that had been used in the Parish Room since the PCSO's appointment. He had included VAT at 17.5%. However, as Mr Moss was not VAT registered the Clerk would not be able to claim it back and neither should Mr Moss have charged it. The most

appropriate way forward was for the Council to receive the invoice direct from the electricity company.

RESOLVED: That

(1) no payment be made on the invoice presented by Mr Moss for the time being;  
and

(2) Councillor DF Holman be requested to discuss the situation with Mr Moss.

(c) Receipts

RESOLVED:

That the following receipts be noted:

	£
Interest on 14 Day Interest Account to 21 July 2007	197.83
Interest on 14 Day Interest Account to 21 August 2007	193.64
Interest on Community Account to 23 August 2007	0.19

(d) Cash to Bank Reconciliation

RESOLVED:

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

164 MID-YEAR BUDGETARY REVIEW

RESOLVED:

That this item be deferred until the next meeting of the Council scheduled for 1 October 2007.

165 PARISH COUNCIL SURGERIES

Councillor Mrs P Humphrey informed that only the Chairman had attended the Surgery held on 1 September 2007.

RESOLVED:

That Councillor DF Holman be requested to preside over the next Parish Council Surgery scheduled for Saturday, 29 September 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 1 October 2007.

166 VERNON INSTITUTE MANAGEMENT COMMITTEE (VIMC)

It was reported that there was no meeting held during August 2007.

167 BOUNDARY STONE

The Clerk had asked Mr Cliff Mallows of Chester City Council to inspect the boundary stone. He had responded informing that his colleagues had already inspected the stone and had identified works required. Unfortunately, there was a limited budget for all of the stones in the District and this restricted the works to either the erection of a new stone or maintenance of those identified for the annual "Beating the Bounds" ceremonies. Consequently, unless the stone was due to be rededicated by the current Lord Mayor, or any future one, there was no action he could take.

The Chairman reported that she had met with Mr Wilkinson and he had agreed to clear away the undergrowth from the boundary stone so it was visible. The Clerk had confirmed this to him in writing.

RESOLVED:

That the reports be received.

168 ATTENDANCE AT MEETINGS OF OUTSIDE BODIES

(a) Representation at Meetings of Outside Bodies

(i) NALC Conference – Building the Future of Local Communities  
5-7 October 2007 at the Bournemouth International Centre  
(Cost £340.75 (weekend rate) + £98 for bed & breakfast in the Marshon Hotel)  
Councillor WI Humphrey to attend.

(ii) Cheshire Association of Local Council's 2007 Annual Meeting  
6:30pm on Thursday, 18 October 2007 at Middlewich Civic Hall

Councillor Mrs JM Young to attend.

(iii) Cheshire Planning Forum  
2:00pm on Friday, 5 October 2007 at Vale Royal Borough Council, Wyvern House, The Drummer, Winsford

No representation.

(iv) Chester City Council's Goway North Area Committee  
7:00pm on Thursday, 6 September 2007 at Elton Church Hall, Ince Lane, Elton.

Councillor Mrs JM Young to attend.

(v) Chester City Council's Parish Partnership Reception  
Wednesday, 31 October 2007, Town Hall, Chester  
(letter setting out details from the Project Support Officer, Linda Jewsbury, attached)

Councillors DF Holman, RK Shukla and A Warrington to attend.

(vi)Cheshire County Council's Big Lottery Fund, Children's Play "Playful Ideas" Seminar - Wednesday, 19 September 2007, 10am-12noon (9:30am registration), Rudheath Youth Centre, nr Northwich

Councillor Mrs J Young may attend.

(vii)Cheshire County Playing Fields Association, Annual Meeting, 11:15am on Monday, 8 October 2007 at the New Memorial Hall, Townfield Lane, Barnton, Cheshire

No representation.

(b) Reports of Meetings of Outside Bodies attended in the last month

Planning Training on Wednesday, 22 August 2007 at 6:30pm

Councillors Mrs D Whitton and Mrs JM Young had driven to the County Office, Burleydam where this event had been due to be held to be informed by the Chief Officer of the Cheshire Association of Local Councils that the event had been moved to the offices of Congelton Borough Council, Westfields, Sandbach. They had not been informed of the change of arrangements previously and it was too late for the Members to get there for the start of this course. Consequently, they had gone home and missed out on the training.

Councillor Mrs JM Young had later received an apology and a voucher to attend another event free.

RESOLVED:

That the report be received.

169 PARISH COUNCIL'S NEWSLETTER

It was reported that a newsletter would be produced in October 2007. Members were asked to consider what to include in the publication and to send any copy to the Clerk by 30 September 2007.

RESOLVED: That

(1) the report be received; and

(2) High Grove and Willow Nook be included in of the newsletter distributions in future.

170 COMMUNICATIONS RECEIVED

- Anne Lancaster, Area Manager, Chester City Council had emailed the Clerk on 31 August 2007 asking when Saughall Road had changed to Hermitage Road.

The Clerk had responded that Hermitage Road's name had not changed in living memory.

- Mr Roger Marshall had emailed the Clerk on 26 August 2007 requesting some help with some research.

He had recently inherited a house in Herefordshire. In the attic he had found a number of old, ill-cared-for, oil paintings. Recently, he had had them photographed and one of them turned out to be a portrait of Mary Davis.

Like the picture on the Council's website, it had text on it, although at the bottom, and after photography, and enhancement it was possible to read the following:

*"This is a portraiture of Mary Davis [it looks more like Davos], an inhabitant of great Saughill near Chester, taken Anno Dom...., Anno Aitatis 72. When she was 23 years old an excrescence arose on her head which continued 30 years like to a Wen, then grew into two horns, after 3 [could be 5?] years she cast them, then grew 2 more after 4 years. She cast these. These upon her head have grown 4 years and are loos."*

Mr Marshall felt that, this could be a painting by someone who was familiar with the drawing on the website. He felt that getting the painting cleaned might reveal more as it was very dirty.

Mr Marshall wondered if there was any more published research about Mary Davis, and, having 'Googled' Mary Davis, he found the Council's website. He asked if the Council knew of any more research.

Councillor Mrs H Thorniley-Jones was aware of other research and she agreed to respond to Mr Marshall.