

MINUTES OF A MEETING OF SAUGHALL AND SHOTWICK PARK PARISH  
COUNCIL held on 1 June 2009 at the Vernon Institute, Saughall

In attendance: Councillor Mrs K Ford  
Councillor DF Holman  
Councillor WI Humphrey (Homewatch Co-ordinator)  
Councillor Mrs JE Storrar  
Councillor RA Storrar  
Councillor Mrs HL Thorniley-Jones  
Councillor A Warrington  
Councillor Mrs D Whitton  
Councillor Mrs JM Young

Cheshire West and Chester Councillor (CWAC) B Crowe

222 APOLOGIES FOR AUTHORISED ABSENCE

Apologies for authorised absence were received from:

Councillor Mrs J Johnson  
Councillor JG Johnson  
Councillor B Kerr  
Councillor Mrs J Knox  
Councillor RK Shukla

223 MEMBERS' CODE OF CONDUCT – DECLARATIONS OF INTEREST

Councillor Mrs K Ford declared a personal interest in respect of the item on the agenda – The New School and the Future of the Infant and Junior School Buildings (Minute No 227/2009 refers) because she has a child at the school. Councillor RA Storrar also declared a personal interest in this item because of his association with both schools.

224 MINUTES

RESOLVED:

That subject to the following amendments the Minutes of the meeting of the Council held on 11 May 2009 be confirmed as a correct record:

Minute No 108(d) – replace Chester Police Forum with 'Have Your Say'

Minute No 110 – replace filler with filter

Minute No 113 – eighth paragraph replace Chester City with Cheshire County

## 225 MINUTES OF COMMITTEES

RESOLVED:

That the Minutes of the following Committee meetings be received:

Planning held on 11 May 2009

Finance and General Purposes held on 21 May 2009

## 226 CHESHIRE FIRE AND RESCUE SERVICE

The Council received a presentation from Alison Lamb of the Cheshire Fire and Rescue Service which highlighted how her Service could support the local community. Alison focused particularly on fire safety in the home and distributed leaflets for Members' information. Following the presentation there was a question and answer session and matters raised included:

- The fitting of smoke alarms and ensuring they work
- How to prevent common fires including electrical ones
- How to cook safely
- Plan of escape
- What to do if there is a fire, your clothes catch fire or your escape is blocked
- Making bedtime checks

The Fire and Rescue Service was running an initiative that focused on vulnerable people, it was being proactive rather than reactive. It was carrying out free home safety assessments and would fit smoke alarms free of charge.

It was agreed that the Fire and Rescue Service was doing a fantastic job in trying to prevent accidents and mishaps in the home by getting involved with the community. Prevention was a better than cure and this initiative was to be welcomed.

RESOLVED:

That Alison Lamb be thanked for her attendance at the meeting and for her informative presentation.

## 227 THE NEW SCHOOL AND THE FUTURE OF THE INFANT AND JUNIOR SCHOOL BUILDINGS

Councillor RA Storrar reported that the work on the School remained on schedule.

The Clerk had arranged a meeting to be held at 6:00pm on Thursday, 11 June 2009 at the Uniform Groups' Headquarters to discuss the possibility of saving the Thomas Wedge CE (Controlled) Junior School building from demolition. Many villagers did not want to see this building demolished and Cheshire County Council had recently spent a lot of money building an extension to the

School. A new Government initiative, where community buildings were given to local councils for use by local people, was being looked into. Members of the Parish Council would meet with the three Ward Councillors from Cheshire West and Chester Council (Councillors RA Storrar (also a Parish Councillor), B Crowe and E Johnson) and the Vicar, Rev B Harris. The outcome of that meeting would be reported to the next meeting of the Council scheduled for Monday, 6 July 2009.

Councillor RA Storrar raised concerns in respect of the temporary access to the new School from Lodge Lane, put in to assist the building work. He proposed that when the work was completed it should remain as an access for the emergency services.

RESOLVED: That

(1) the reports be received; and

(2) the Clerk be requested to write to David Caldwell of Cheshire West and Chester Council requesting consideration be given to allowing the temporary access to the new School, off Lodge Lane, to remain to provide access for the emergency services.

## 228 ELECTORAL REVIEW OF THE NEW CHESHIRE WEST AND CHESTER UNITARY AUTHORITY

The Boundary Committee for England, a body responsible for conducting electoral reviews of local authorities, was holding a consultation on the number and location of electoral wards for the new Cheshire West and Chester (CWAC) Unitary Authority. Proposals for a new pattern of wards in CWAC Council should be submitted to the Boundary Committee by 4 August 2009.

The Boundary Committee considered that a good pattern of ward should:

- Provide good electoral variance, with all Councillors representing as near as possible the same number of electors
- Contain considerations for community identities and include evidence of community links
- Be based on strong, easily identifiable boundaries
- Be supported by local residents or parish or town councils

The Boundary Committee had considered the evidence submitted on council size. It was minded to recommend that the new CWAC Council should have a council size of 75.

The 2008 electorate was 251,270. This meant that each of the 75 Councillors should represent 3,350 electors. The predicted electorate for 2013 was 255,070. This meant that each Councillor should represent 3,401 electors in 2013.

CWAC Councillor B Crowe informed that his Council would be making recommendations to the Boundary Committee in August 2009 on what it

would like to see. Multi-Member (2 or 3 Member) Wards were favoured for a whole raft of reasons including cover for sickness and when the Members' Code of Conduct prevented a Member from taking part in a meeting.

When CWAC Council had formulated its recommendations on the way forward in respect of the electoral review they would be sent to the Clerk so that the Parish Council could consider them before making its own submission to the Boundary Committee.

RESOLVED:

That the report be received and CWAC Council's recommendations to the Boundary Committee on the electoral review be awaited and considered (if the timing was right) prior to the Council making its own submission by 4 August 2009.

## 229 PARISH COUNCIL SURGERIES

Councillor Mrs K Ford had presided over the Surgery held on Saturday, 30 May 2009 between 10:00am and 10:45am outside the Co-op Store, ably assisted by Councillors RA Storrar and A Warrington. Issues discussed had included:

- Parking on pavements
- Overhanging hedges and trees causing an obstruction
- Motorists using their mobile phones whilst driving
- Keeping the noise down when parties are held in gardens in the evening
- Issues in Parkway

It was agreed to include an item in the next Newsletter about consideration for others by keeping the noise down in gardens in the evening.

RESOLVED: That

(1) Councillor Mrs K Ford be thanked for her report; and

(2) Councillors Mrs K Ford and A Warrington be requested to preside over the next Parish Council Surgery to be held between 10:00am and 10:45am on Saturday, 27 June 2009 outside of the Co-op Stores.

## 230 GOLDEN JUBILEE PARK DEVELOPMENT

### (a) Fiddlers Lane Car Park – Drainage

A quotation had been received from Paul Edwards of All Seasons (North West) Ltd to carry out necessary drainage work. Other quotes would be obtained.

RESOLVED:

Drainage work and quotations be considered at the next meeting of the Finance and General Purposes Committee scheduled for 7:30pm on Thursday, 30 July 2009.

### (b) Perimeter Path

It was noted that the weed spraying had been carried out and there was now an improvement as a result. The path would continue to be monitored and sprayed again if it was considered appropriate.

RESOLVED:

That the report be received.

### (c) Painting of Play Equipment and Cheshire Railings

The Chairman was liaising with Mr H Wilkinson over the arrangements and paint required for this job that the Council had commissioned and which would begin soon.

RESOLVED:

That the report be received.

### (d) Multi-Play Unit – Slide Chute

The Clerk had received a quote from All Seasons (North West) Ltd to repair this piece of play equipment in the sum of £160. The Finance and General Purposes Committee had inspected the site at its last meeting on 21 May 2009 and noted the rust on the sides of the chute.

RESOLVED:

That the Clerk be requested to establish exactly what All Seasons (North West) Ltd proposed to do to repair this piece of equipment.

(e) New Gates and Posts

A quotation had been obtained to provide and install two new gates and posts which would make it easier to enter and leave the car park as the current gateways were quite narrow.

RESOLVED:

That these quotations be considered at the next meeting of the Finance and General Purposes Committee meeting scheduled for Thursday, 30 July 2009.

(f) Park Benches

It had been agreed to relocate two of the benches. The Cricket Club and Football Team could not agree where to position them. Also, Members were reminded that there were still two other benches in storage. Discussion ensued on where to locate all four.

Members also considered that it would be appropriate to have some benches in Bluebell Wood and they agreed to ask the three CWAC Councillors who represented Saughall and Shotwick Park if they would fund them from their Ward funding allocation.

RESOLVED:

That quotations be obtained to relocate/position the four park benches.

231 POLICE/HOMEWATCH

(a) Police

PCSO Sue Morrison had provided each Member of the Council with a copy of her monthly report that set out details of crimes, anti-social behaviour, etc.

RESOLVED:

That PCSO Morrison's report be received.

(b) "No Waiting" Outside of the School on Church Road

Concerns were raised over how "No Waiting" could be enforced.

Members also discussed the problem with the No 15A bus service, it seemed that the bus was unable to get around the corner.

RESOLVED:

That these matters be discussed with CWAC Councillor B Crowe.

(c) CCTV Equipment in the Golden Jubilee Park

Youths continued to tamper with the equipment.

RESOLVED:

That the CCTV Equipment be painted with anti-vandal paint.

(d) Homewatch

Councillor WI Humphrey, in his capacity as Homewatch Coordinator, detailed low level crime and anti-social activity that had taken place over the last month in the village. Matters reported included:

- Vehicle crime in Smithy Close involving paint stripper/brake fluid
- Attempted burglary on the Ridings Estate
- Malicious phone call received by a resident in Park Avenue
- Damage to Church Road Bus Shelter
- Youths on the rampage in Greenway damaging several vehicles e.g. windscreen wiper, aerials
- Incident in Saughall Hey involving Police and Fire Service
- Youths causing a nuisance by parishioner's bungalow
- Theft of hanging baskets from Oaktree Nursery
- Issues re. The den in the woods

Councillor Humphrey also informed that he had been visited by PCSO Mike Butler and his family. He had been successful in obtaining a police constable post in the Cheshire Constabulary and would begin his training soon.

RESOLVED: That

(1) the Homewatch Coordinator's report be received; and

(2) PCSO Mike Butler be congratulated on his recent promotion and wished well in his future career with the Cheshire Constabulary.

232 YOUTH ISSUES

There were no matters to report.

## 233 LAND AT LODGE LANE FOR RURAL AFFORDABLE HOMES

Chester and District Housing Trust's Senior Development Officer, Danielle Harrison, reported that the Trust had carried out an initial feasibility assessment on the land and was confident that a scheme for affordable housing in Saughall would be supported by the Homes and Communities Agency in terms of receiving grant towards the cost of the scheme.

Chester and District Housing Trust would be very interested in delivering a scheme for affordable housing in Saughall. However, it currently had a development programme which ran until 2011 and as such, available finance for development was currently assigned to the projects in the programme 2008-2011. Therefore, it was unable to commit to this project at this time.

The Trust appreciated the need to create affordable housing in the area as soon as possible, therefore, it would understand if the Parish Council wanted to speak to other interested parties who could offer to deliver a project sooner than it was able to do so.

RESOLVED:

That Chester and District Housing Trust's position be noted.

## 234 HIGHWAY ISSUES

### (a) Parked Cars on Pavements

Members had been putting polite notices on vehicles that were causing an obstruction for four years now and there had been no improvement as a result. Vehicles continued to park on pavements and cause an obstruction.

RESOLVED:

That the Clerk be requested to write to David Bennett at Cheshire West and Chester Council to request that he sends traffic wardens regularly to the village to ticket vehicles causing an obstruction.

### (b) Speeding Traffic and the Proposal for Saughall to be Designated a Community Speed Watch Area

The Council wanted to borrow the Speed Indicator Device (SID) on a regular basis as it worked towards achieving Community Speed Watch Area status. Trevor Clibery, who was responsible for loaning out the SID, would only deal with the Clerk in respect of this.

RESOLVED:

That the Clerk be requested to contact Mr Clibery to make the necessary arrangements and ask him to liaise with Councillor WI Humphrey over convenient dates to use it.

(c) Bus Services in Saughall

There was approximately a 1 hour and 30 minutes gap in bus provision in the evening in Saughall. Cheshire West and Chester Council's Senior Manager, Integrated Public Transport had informed that Martin Robinson of Arriva was being asked to provide an extra journey from Chester to Saughall until September. It was not known if Arriva had agreed to this request so Mr Williams was trying to get an update report.

RESOLVED:

That the report be received.

(d) Potholes and a Meeting with Cheshire West and Chester Council Officers to Discuss Highway Issues

It was reported that the meeting to discuss the state of Saughall roads was scheduled for 7:00pm on Thursday, 11 June 2009 in the Uniform Groups' Headquarters. Members had been on a walkabout to identify potholes and Councillor DF Holman had plotted them all on a map of Saughall.

RESOLVED:

That the report be noted and the outcome of the scheduled meeting be reported to the next meeting of the Council scheduled for 7:30pm on Monday, 6 July 2009.

(e) Kingswood Lane – Proposed Traffic Prevention Order

Because of problems being experienced with motor bikes, quad bikes and mini motos the Parish Council had requested Cheshire West and Chester Council's Public Rights of Way Officers to make arrangements to put a Traffic Restriction Order on Kingswood Lane.

Consequently, CWAC Council's Public Rights of Way Maintenance and Enforcement Manager, Laura Shakeshaft, had written to the Clerk to say that she understood the problems that had been occurring on Kingswood Lane due to irresponsible use by 4x4s, etc. She had visited the site and agreed that the surface of the route had been so damaged by vehicular use that it was now no longer suitable for other classes of use e.g. pedestrian/equestrian. The damage to the surface of the route ran into tens of thousands of pounds and CWAC Council was, therefore, not currently in a position to rectify the damage. Moreover, it was anticipated that if remedial work was carried out, it would soon be destroyed.

The making of a Traffic Regulation Order (TRO) was however, not a straightforward or quick procedure and it was open to objection. It was very rare that TROs were made in respect of Public Rights of Way. The matter had been referred to CWAC Council's Legal Orders Team Manager, Sue Sherliker, for consideration.

Ms Sherliker had indicated that she would try to take this forward and obtain the TRO, she was breaking new ground and it would not be easy.

RESOLVED:

That the report be received.

(f) Speed Limit Review Newsletter

RESOLVED:

That the content of the Newsletter be noted.

(g) 16 Park Avenue – Resurfacing Work

A car had been parked outside of 16 Park Avenue when recent resurfacing work was carried out. The car had not been moved and contractors had laid tarmac around it, leaving a rectangle of untarmaced road. Councillor WI Humphrey had a photograph of this, which he circulated.

RESOLVED:

That the Clerk be requested to contact CWAC Council's District Maintenance Engineer, Graham Anderton, to request he takes the necessary action to rectify the situation.

(h) Dog Dirt Marking

Councillor Mrs D Whitton made representations over the recent marking of dog dirt which she considered dreadful.

RESOLVED:

That Councillor Mrs D Whitton's representations be noted.

235 WAIN HOUSE

It was reported that Chester and District Housing Trust had indicated that 90% of comments received in its recent consultation were better than the comments received during its previous consultation to demolish Wain House and five bungalows in Rakeway.

RESOLVED:

That the report be received.

## 236 CHESHIRE WEST AND CHESTER COUNCIL'S FUTURE ARRANGEMENTS WITH THIS COUNCIL

Steve Robinson, Chief Executive of CWAC Council, had written to the Clerk on 22 May 2009 to expand on proposals for the planned fundamental review of current arrangements. He was keen to move towards a robust "commissioning" based relationship with local councils in terms of local service delivery according to local needs, with less reliance on short term grant payments and greater consistency of approach across Cheshire West and Chester. However, he also wanted to use this opportunity to more fully explore and understand how those services were currently delivered locally and how they might be more effectively delivered in the future.

To help achieve this in a co-ordinated and consistent way, he wanted his officers to meet all local councils on an individual basis. The primary purpose of these meetings was:

- To fully explore and understand the extent of public services provided by local councils, including:
  - specific services provided by an individual or collective of local councils funded through the local council precept;
  - specific services provided by an individual or collective of local councils funded through the local council precept which provide additionally to those already provided by Cheshire West and Chester Council or other public service provider;
  - specific services provided by an individual or collective of local councils on behalf of Cheshire West and Chester Council or other public service provider through a formal contractual arrangement, service level agreement or grant funding;
  - specific services provided by the local council which it is felt should be delivered by Cheshire West and Chester Council; and
  - specific services currently provided by Cheshire West and Chester Council which should remain in the control of the principal authority but should be delivered differently.
- To explore what, if any services the local council would be interested in providing in the future, either, individually or in conjunction with other local councils.

In addition Mr Robinson saw these meetings as an opportunity to:

- Re-visit the parish issues log and identify:
  - Those issues that have subsequently been resolved;
  - Those issues that remain outstanding for resolution; and
  - Any new issues that have arisen since the initial exercise.
- Identify any current mechanisms or approaches in place locally promoting Participatory Budgeting;
- Explore current progress or future intentions in relation to parish planning; and
- Introduce and forge new relationships.

Mr Robinson wanted to complete the process by October 2009 to feed into financial planning for 2010/11 but recognised that the findings and his subsequent recommendations may result in the need for ongoing discussions.

RESOLVED: That

- (1) Mr Robinson be informed that a ninety minute slot will be made available for his officers, commencing at 6:30pm on Monday, 7 September 2009 at the Vernon Institute, Saughall to hold these discussions:
- (2) the Council meeting scheduled for 7 September 2009 be put back until 8.00pm with the agenda being kept to a minimum: and
- (3) there be no meeting of the Planning Committee on 7 September 2009.

## 237 ACCOUNTS

### (a) Appointment on Internal Auditor

The search for an Internal Auditor continued and the Council was not yet in a position to appoint one. The Chairman informed that a resident of the parish was being approached on the recommendation of the former Internal Auditor. If this failed an alternative approach was to ask CWAC Council if one of its accountants would be willing to become the Parish Council's Internal Auditor for a fee.

RESOLVED:

That the report be received and a progress report be brought to the next meeting of the Council.

### (b) Payments made since the meeting of the Council held on 11 May 2009:

RESOLVED:

That the following payments be approved:

<u>Financial Year 2009/2010</u>	<u>£</u>	<u>Cheque No</u>
(Earmarked for All Seasons (North West) Ltd for drainage work)		102257
Anthony Curtis (Weed Spraying)	50.00	102258
NWN Medial Ltd (Distribution of Newsletter – Negotiated half price because of undelivered Newsletters previously)	14.09	102259
All Cheshire Garden Services (Grass Cutting)	700.00	102260
Mrs S Hudspeth (Expense)	44.43	102261
Mrs S Hudspeth (Salary)	640.98	102262
Mr R Hipkiss (Litter Picking)	1,007.67	102263
Saughall Rangers (Delivery of Newsletter)	20.00	102264
Mrs S Hudspeth (Computer Allowance)	30.00	102265
Mr W Lee (Mini-Digger)	50.00	102266

(c) Receipts

RESOLVED:

That the following receipts be noted:

	£
Interest on 14 Day Interest Account to 21 May 2009	0.80

(d) Cash to Bank Reconciliation and Golden Jubilee Park Development Fund Reconciliation

RESOLVED:

That the contents be noted.

238 ODD JOBS

Levelling work had been carried out in the Golden Jubilee Park using a mini-digger. The hole in the ditch had also been filled in.

The pathway between Church Road and Parkway required attention as there was a lot of litter on it.

RESOLVED: That

(1) the report be received; and

(2) Councillor B Kerr be requested to ask Mr Hipkiss to pay particular attention to the pathway mentioned above and remove all offending litter.

239 VERNON INSTITUTE MANAGEMENT COMMITTEE (VIMC)

It was reported that some groups who used the Vernon Institute had never taken part in a fire drill.

RESOLVED:

That Councillor Mrs JM Young be requested to provide the groups with copies of the leaflet provided by Alison Lamb of the Fire and Rescue Service earlier in the meeting (Minute No 226/2009 refers) and encourage them to seek advice from the Fire and Rescue Service by ringing the telephone number set out in this leaflet.

## 240 ATTENDANCE AT MEETINGS OF OUTSIDE BODIES

### (a) Meetings Attended

#### (i) Cheshire Quarterly Forum

Wednesday, 27 May 2009 at Cheshire Fire Brigade Headquarters, Winsford

Councillors B Kerr and WI Humphrey had attend this meeting which was primarily for representatives of those councils who had achieved Quality Parish Council status. They were introduced as guests and everyone else in attendance were either Clerks or Councillors from Quality Parish Councils.

Items discussed included the following:

- improving customers (the public) enquiries
- boundary problems between East and West Cheshire – people living on extremities
- best practises to be published and circulated
- co-operation between Cheshire East and West
- mentoring

It was intended that Councillor B Kerr would bring a detailed report to the July Council meeting.

#### (ii) Have Your Say

Tuesday, 19 May 2009 at St Mary's Centre, Chester

Councillor A Warrington had attended this meeting on policing in the Chester area. He reported that it had been very interesting and had covered investigations of people using/involved in drugs, etc.

### (b) Outside Meetings Coming Up

#### (i) Cheshire Community Action

Tuesday, 7 July 2009

Councillor Mrs JE Storrar indicated that she may attend.

## 241 COMMUNICATION RECEIVED

No communications had been received.

## 242 CIRCULARS

The following circulars had been received anyone wishing to see a copy would contact the Clerk:

Cheshire West and Chester Council's Chester Welcomes the Cycle 'Tour Series' to it's Streets – 23 June 2009

Cheshire West and Chester Council's timetable of Meetings 2009/10

Cheshire Community Action's Briefing Sheet May 2009

Cheshire Police Authority 'Have Your Say' – May 2009