

MINUTES OF A MEETING OF SAUGHALL AND SHOTWICK PARK PARISH
COUNCIL held on 6 July 2009 at the Vernon Institute, Saughall

In attendance: Councillor Mrs K Ford
Councillor DF Holman
Councillor WI Humphrey (Homewatch Co-ordinator)
Councillor Mrs J Johnson
Councillor JG Johnson
Councillor B Kerr
Councillor Mrs J Knox
Councillor RK Shukla
Councillor Mrs JE Storrar
Councillor RA Storrar (Part)
Councillor A Warrington
Councillor Mrs D Whitton
Councillor Mrs JM Young

Cheshire West and Chester (CWAC) Councillor B Crowe

243 APOLOGIES FOR AUTHORISED ABSENCE

Councillor RA Storrar had sent his apologies for the first part of the meeting which he would miss as he was at a CWAC meeting.

PCSO Sue Morrison had also sent apologies for absence.

244 MEMBERS' CODE OF CONDUCT – DECLARATIONS OF INTEREST

Councillors Mrs K Ford, Mrs J Knox, RK Shukla and Mrs JE Storrar 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 252/2009 refers) because of their association with the Schools.

245 MINUTES

RESOLVED:

That the Minutes of the meeting of the Council held on 1 June 2009 be confirmed as a correct record.

246 ACCOUNTS

(a) Appointment on Internal Auditor

RESOLVED:

That Mr Bob Salisbury be appointed Internal Auditor for the remainder of the Municipal Year.

(b) 2008/09 Accounts

The Chairman reported that the External Auditor had written to the Clerk expressing concern that she should have received the 2008/09 Accounts six weeks ago. The Clerk had responded immediately informing that the Accounts were late because the Council's Internal Auditor had resigned in May 2009 and that the Council had not been able to make an appointment yet but was hopeful of doing so at this evening's meeting. She had also told the External Auditor that once an appointment had been made, the Accounts would be sent to her as soon as the internal audit was completed.

RESOLVED:

That the Chairman and Clerk be requested to sign the 2008/09 Accounts and pass them to the Internal Auditor so that the internal audit can commence.

(c) Payments made since the meeting of the Council held on 1 June 2009:

RESOLVED:

That the following payments be approved:

<u>Financial Year 2009/2010</u>	<u>£</u>	<u>Cheque No</u>
Mrs JM Young (Chairman's Allowance)	1,000.00	102267
Just A Mow (Work in Golden Jubilee Park)	395.00	102268
Cheshire Association of Local Councils (Cost of training session on 8 June 2009)	250.00	102269
All Cheshire Garden Services (Grass Cutting)	560.00	102270
Mrs S Hudspeth (Expense)	54.74	102271
HM Revenue and Customs	794.19	102272
Mrs S Hudspeth (Salary)	641.52	102273
Mr R Hipkiss (Litter Picking)	1,007.67	102274
Mr H Wilkinson (Odd Jobs)	95.50	102275

(d) Receipts

RESOLVED:

That the following receipts be noted:

	£
Interest on 14 Day Interest Account to 21 June 2009	0.70

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

RESOLVED:

That the contents be noted.

247 MINUTES OF COMMITTEES

RESOLVED:

That the Minutes of the Planning Committee held on 1 June 2009 be received.

248 PARISH COUNCIL SURGERIES

Councillor Mrs K Ford had presided over the Surgery held on Saturday, 4 July 2009 between 10:00am and 10:45am outside the Co-op Store. Issues discussed had included:

- Dogs fouling on paths in the village
- Hedge overhanging from the Peg to the Ridings forcing people to step onto the road to get passed. (The District Engineer was pursuing this problem and the landowner had agreed to cut the hedge)
- Parking on grass verges
- Loose dogs roaming the village
- Problems associated with wheely bins and recycling
- Speeding on Long Lane and the need for traffic calming measures to be installed

Councillor Mrs K Ford also informed that the Manager of the Co-op Stores had been very helpful and had provided her with refreshments whilst she held the Surgery.

RESOLVED: That

- (1) Councillor Mrs K Ford be thanked for her report;
- (2) the Clerk be requested to write to Paul Bradshaw, the Manager of the Co-op Stores, to thank him for being so welcoming to Councillor Ford, when she had presided over her Surgery and include a tribute to him in the next Parish Council Newsletter;
- (3) Refuse Collection be included as an item on the agenda for the next Council meeting; and
- (4) Councillor Mrs D Whitton be requested to preside over the next Parish Council Surgery to be held between 10:00am and 10:45am on Saturday, 1 August 2009 outside of the Co-op Stores.

249 GOLDEN JUBILEE PARK DEVELOPMENT

The Chairman reported that there had been a meeting of the Field Committee the previous day. As well as the Committee's Members, Councillors WI Humphrey, A Warrington and Mrs JM Young, Mrs Helen Cake-Bread, the Council's Pond and Environmental Warden, and two contractors had been in attendance. Councillor WI Humphrey reported that the following matters had been the subject of discussion:

- Two trees adjacent to the car park needed to be pruned. It was agreed to do this at the same time as the drainage work to be commissioned
- Trees on the left side of the small pond needed to be thinned out. The Environment Warden had offered advice on how to do this.
- Trees on left side of the large pond were fine
- Green algae had returned and had spread over the full surface of large pond – barley straw had been suggested as a remedy
- Trees at the bottom of the field were in good health
- Both sides of the hedge and its top would be trimmed in September/October 2009
- The gate and posts would be relocated three metres inside the existing hedge line, the ground was level and hawthorn whips would be planted to make good
- Benches were loose and needed to be reset in the ground and others relocated adjacent to the aerial runway and play net
- The goalmouth needed re-turfing. The goalposts would be taken down and area made good ready for the new season in the autumn. The re-siting of the goalposts would be done by the contractor who would carry out the drainage work required
- The wooden bench adjacent to the car park fence required re-siting as it was considered dangerous. It was suggested this could be done at the same time as the drainage work
- The safety surface adjacent to the slide was cracked and required replacement. It was suggested that the area be turfed instead of putting down a new surface
- Litter bins would be positioned near (but not too near) to the newly positioned seats

Members were aware that the budget for the Golden Jubilee Park was limited and this would mean that priorities would have to be determined in respect of work required.

The Chairman informed that she had been in touch with the Probation Service in respect of its Community Pay Back Scheme and it was agreeable to carrying out some of the work required, free of charge, e.g. litter picking, tree, grass and hedge trimming, etc.

It was noted that despite the sign indicating dogs were not allowed in the Golden Jubilee Park, parishioners continued to exercise their dogs there. It was suggested that more signs may be answer and that David Woods, the Dog Warden, may be able to provide some, free of charge.

With regard to the CCTV equipment, it was considered that anti-vandal paint was not the answer because the vandals used a stick to tamper with it. It was proposed that the value of the camera be reconsidered as it was not a deterrent but a target. It would continue to be monitored and would be considered by the Finance and General Purposes Committee at its next meeting on 30 July 2009 along with the various quotations obtained for work required.

RESOLVED:

That the report be received and the recommendations of the Finance and General Purposes Committee in respect of the Golden Jubilee Park be considered at the next Council meeting scheduled for Monday, 3 August 2009

250 POLICE/HOMEWATCH

(a) Police

PCSO Sue Morrison was, again, not in attendance at the meeting and Members raised concerns over this as it was considered important that she attend Council meetings. The PCSO's monthly report had been circulated for Members' information.

RESOLVED: That

- (1) the PCSO's report be received; and
- (2) the Chairman be requested to discuss the PCSO's attendance at Council meetings with Inspector Ian Thorp.

(b) Homewatch

It had been very quiet since the last meeting Members were pleased to note. 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:

- The telephone box at Lodge Lane had been vandalised. The bottom door panel had been smashed. The hand set inside was alright so Mr H Wilkinson had cleared up the glass and the incident had not been reported to British Telecom.
- A resident in the Ridings Estate had had his wallet stolen. Extra vigilance was required. This was the third burglary/attempted burglary in the local area since Christmas.
- Youths playing football all night – the Police were unable to trace the call made by a local resident who was told it was not a Police matter and to contact the Parish Council. This matter would be raised when the Chairman spoke to Inspector Ian Thorp.
- Parking was a problem in Park Avenue and residents had been leafleted regarding this matter.

RESOLVED:

That the Homewatch Coordinator's report be received.

251 YOUTH ISSUES

Councillor WI Humphrey reported that 26 members of the Youth Club had enjoyed a super day out at Alton Towers. He had been asked to convey the Club's thanks to the Parish Council for paying for the coach.

The Youth Club's roll now totalled 48 members. This was an increase from the 14 that had been on it when the Youth Club had been reformed. In the light of this, Rev Brian Harris (Chairman of the Youth Club Management Committee) had invited Councillor WI Humphrey to the next Vernon Institute Management Committee meeting to discuss the possibility of the Club being allowed to use the courtyard at the rear of the Youth Club. This would provide the Club with extra space in which the youngsters could "chill out".

Members were invited to pay a visit to the Youth Club where they would receive a nice welcome.

RESOLVED:

That the report be received.

252 THE NEW SCHOOL AND THE FUTURE OF THE INFANT AND JUNIOR SCHOOL BUILDINGS

(a) "The Church Hall"

Councillor Mrs JM Young reported on the proceedings of the meeting held on Thursday, 11 June 2009 between Council Members and two of the Trustees of "the Church Hall". It was possible that the Church may wish to retain part of the School building known as "the Church Hall". If it did the Local Education Authority would have to make it good by replacing the wall that would be missing following the demolition of the rest of the School building which was the subject of another Trust agreement.

Members agreed that if the Trustees of "the Church Hall" were minded to keep this part of the School building the Council would be willing to take the building over on a peppercorn lease agreement and run and maintain it for the benefit of the local community, as a village asset.

It was also reported that there would be a School Open Day on 3 October 2009 and memorabilia was being sought. The vicar would hold a service of thanksgiving on 1 October 2009. Invitations had not yet been dispatched.

RESOLVED:

That in the light of the proposal set out above, the Clerk be requested to contact Rev Brian Harris to request a meeting between Members and the Trustees of "the Church Hall" to float the proposal and to clarify it with a view to taking it forward.

(b) The Temporary Access to the New School

At the request of the Council (Minute No 227/2009 refers) the Clerk had written to David Caldwell of CWAC Council asking that consideration be given to a proposal that the temporary road stayed to provide access for emergency services, etc. once the new School had been built.

On receipt of this request Mr Caldwell had responded informing that access for emergency services was always a consideration in planning a scheme and the School had been designed to give the Fire and Rescue Service access in accordance with Part B of the Building Regulations and had been approved after consultation with the Service itself. The School would be fitted with sprinklers to reduce the risk of fire spreading.

There was no safety reason to retain the temporary access road, which under the terms of the planning approval was required to be removed at the end of the contract. The agricultural land would be reinstated and returned to the tenant farmer.

Retention of the road presented not only a planning problem (permanent installation would require justification to the Secretary of State in the Green Belt) but also a maintenance liability. The School would not be interested in maintaining it as it did not require it and the farmer did not need it.

There may be a case for not removing the bell mouth at the junction with Lodge Lane to service the proposed new housing but this was subject to the developer wanting to do so and a valid planning approval being in place by February 2010 which was when the School contract finished.

RESOLVED:

That the clarification of the position be noted.

253 HIGHWAY ISSUES

(a) Parked Cars on Pavements

The PCSO had included an item about parking in her report. She had sent a further warning letter to all parents of both Schools and she had noticed an improvement in the last month. Also, she had issued a total of 19 Advisory Tickets to motorists on Hermitage Road, Rakeway, Fiddlers Lane, Darlington Crescent, Church Road and Long Lane.

The Clerk had written to David Bennett of CWAC Council's Parking Services at the request of the Council (Minute No 234(a)/2009 refers) informing him of the obstructions being caused by motorists parking on pavements in Saughall and asking him if he would send his Wardens to the village on a regular basis to ticket offenders.

Mr Bennett had responded informing that if the parked vehicles were on the pavements adjacent to yellow lines the Wardens could book them, as these restrictions covered the highway which included pavements. If there

were no yellow lines the Wardens did not have powers to issue tickets. However, if an obstruction was being caused the Police could issue tickets for this offence.

Councillor Mrs JM Young agreed to bring this matter up with Inspector Ian Thorp.

RESOLVED:

That the report be received and Councillor Mrs JM Young be requested to report Inspector Ian Thorp's response at the next meeting of the Council.

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

Councillor WI Humphrey reported that arrangements had been made for the Council to borrow the Speed Indicator Device for a period in both July and August 2009. It had to be picked up from and dropped off at the Town Hall in Chester.

RESOLVED:

That the report be noted.

- (c) Bus Services in Saughall

The Clerk had asked Steve Williams of CWAC Council's Integrated Transport Service for a progress report on whether Arriva would provide an extra journey from Chester to Saughall until September 2009. No report had been forthcoming.

It was noted that two further services came into Saughall but then went on to their depot and not back to Chester so there remained approximately an hour and a half when Saughall residents could not go by bus to Chester in the early evening.

CWAC Council's Integrated Transport Service was being asked to provide a service to Chester at around 7:00pm. It was suggested they be asked to modify their contract to this effect.

RESOLVED:

That the report be noted and the Clerk be requested to pursue the matter with CWAC Council's Integrated Transport Service.

- (d) Potholes and a Meeting with CWAC Council Officers to Discuss Highway Issues

CWAC Council's Richard Turlay and Kieran Collins had attended a meeting with Parish Council Members to discuss the state of the village's roads on Thursday, 11 June 2009. At this meeting they had been

presented with a map of the village with the potholes plotted on it. No work had yet taken place to fill them in.

Councillor Mrs J Johnson informed that there was a massive pothole outside of Oaktree Nursery. Also, it was reported that residents of Rakeway were complaining about tarmac not being firm enough from 44 - 46 Rakeway (Ref No 3070945) and the area that had not been tarmaced (because of a parked car) at 16 Park Avenue had still not been resurfaced.

RESOLVED:

That the Local Ward Members of CWAC Council be requested to put pressure on appropriate offices to remedy the situation in Saughall.

(e) Kingswood Lane – Proposed Traffic Prevention Order

The Clerk had written to CWAC Council's Public Rights of Way Officers to inform of the Parish Council's support for the proposed Traffic Prevention Order. Public Rights of Way Officers were pursuing the matter.

RESOLVED:

That the report be received.

(f) "No Waiting" Outside of the School on Church Road and the Problem with the No 15A Bus Service

It was noted that it would be possible to move the bus stop when the double yellow lines were put down.

RESOLVED:

That the report be received.

(g) 16 Park Avenue – Resurfacing Work

It was noted, again, that the resurfacing work had not yet been carried out despite it being brought to the attention of the Area Maintenance Engineer and being discussed on 11 June 2009 with Kieran Collins and Richard Tuley. The Clerk would send a reminder.

RESOLVED:

That the report be received.

(h) Bus Stop at the Peg

Councillor A Warrington had reported that since work had been undertaken to extend the bus stop and stop vehicles parking in the bus draw-in, residents had to drive onto the highway from their properties during busy times of the day. It was impossible to see oncoming traffic because of a blind bend. The area marked out for the bus stop seemed to be longer

than required and total excluded any parking increased the risk of an accident.

The resurfacing and original bus stop marking were carried out following an initial request from Councillor RA Storrar as vehicles parking in the bus stop were preventing the bus getting in. Following completion of the work CWAC Council's Highway Engineers had received complaints about vehicles being parked outside of the bus stop causing an obstruction to residents trying to access a nearby property, obstructing buses leaving the bus stop and blocking the field access. Vehicles had been seen to be parked in a line side by side, from the hedge in from of the bus stop to the edge of the main carriageway, creating great difficulty for the bus exiting the stop and the resident of 100 Hermitage Road accessing his property. The bus stop marking had been put down to prevent vehicles from blocking the field access and to provide more adequate provision for the bus to leave the stop.

Cheshire Police had also received complaints about vehicles obstructing access to properties and requested the Highway Engineers to put a "Keep Clear" marking on the carriageway to ensure that access to 100 Hermitage Road and those properties to the rear which were accessed off the adjacent lane were kept clear. These marking were now down.

A site visit had been arranged and Highway Engineers, a Police representative and Councillor A Warrington had attended and Members received a report of its proceedings. Jamie Barron of CWAC Council's Highway Services had sent an email setting out the detail of what had been agreed. There was room for one vehicle to park so long as it did not cause an obstruction. The space was available for anyone to use. Councillor A Warrington agreed to ensure that residents of Hermitage Road, affected by the arrangements, received a copy of this email. It was agreed that the Council had done all that it could and the agreed arrangements would have to be monitored.

RESOLVED:

That the report be received.

254 ADVISORY LETTER – CONVERSION OF PUBLIC PAYPHONE TO CASHLESS FACILITY

CWAC Council's Rural Development Officer, Sally Buttifant, had written to the Clerk on 3 June 2009 to inform that British Telecom (BT) had contacted her Council to inform that it would be making changes to the public payphone service in the Chester area. BT would be converting some little used public payphones to cashless kiosks. The phone beside the Egerton Arms Public House was to be converted.

RESOLVED:

That the report be noted.

255 WAIN HOUSE

Councillor Mrs D Whitton informed that she had a DVD of the re-development proposal. Councillor JM Young informed that some residents were concerned about light and one was going to complete a sun chart.

RESOLVED:

That the report be received.

256 CHESHIRE WEST AND CHESTER COUNCIL'S FUTURE ARRANGEMENTS WITH THIS COUNCIL

The Clerk reported that a meeting would be held with Officers of CWAC Council to discuss all issues on Monday, 6 September 2009 between 6:30pm and 8:00pm. (Minute No 236/2009 refers) As the agenda for the Council meeting which would be held at 8:00pm on the same evening was to be kept to a minimum it was proposed that the mid-year review of the budget and the review of the Parish Plan be undertaken in either August or October 2009.

RESOLVED:

That the report be received.

257 ELECTORAL REVIEW OF THE NEW CHESHIRE WEST AND CHESTER UNITARY AUTHORITY

The Boundary Commission was consulting on warding arrangements. Comments were requested by 4 August 2009. Councillors RA Storrar and B Crowe informed of CWAC Council's proposal for an increase in Members from 72 to 75 and that it was also proposed that Ward boundaries would change. CWAC Council at its meeting on 23 July 2009 would be considering a proposal for Saughall and Mollington to join with the parished area of Upton and be a three Member Ward. Mollington Parish Council had considered this and had recommended that the Mickle Trafford Ward should remain as it was currently represented by three Ward Members.

It was agreed to wait for CWAC Council's recommendation to be made available before this Council forms its own view.

RESOLVED: That

(1) the report be received; and

(2) CWAC Council's recommendations be awaited.

258 CHESHIRE WEST AND CHESTER COUNCIL'S OVERVIEW AND SCRUTINY REVIEW – TOWN AND PARISH COUNCILS

A review was being carried out and the Parish Council could be involved. The Overview and Scrutiny Committee discussed the terms of reference for the review at its meeting on Thursday, 18 June 2009. Councillor B Kerr informed that Jackie Weaver; Chief Executive of the Cheshire Association of Local Councils had attended this meeting and had made some representations. Subsequently, the Committee had invited her to redraft the terms of reference of the review to make it more robust and this would be considered at its next meeting scheduled for 6:30pm on Thursday, 16 July 2009 at the Lifestyle Centre, Winsford.

RESOLVED: That

(1) the report be received; and

(2) Councillors B Kerr and Mrs JM Young be requested to attend CWAC Council's Overview and Scrutiny Committee meeting on 16 July 2009 to represent the Parish Council and to bring a report to the next meeting of the Council on 3 August 2009 on its proceedings.

259 ODD JOBS

It was reported that one of the benches on the Golden Jubilee Park needed to be secured as it currently could be lifted up. Also, someone had tied a knot in the wire of the seat of the Aerial Runway, making it too high for younger children to use and someone had tried to saw through the pyramid and it needed urgent attention.

RESOLVED:

That the reports be received and Mr H Wilkinson be asked to carry out the necessary repairs in respect of the park bench and play equipment detailed above.

260 VERNON INSTITUTE MANAGEMENT COMMITTEE (VIMC)

It was reported that the VI's Booking Secretary's details were not easily accessible making it difficult for people to book rooms.

RESOLVED:

That Councillor Mrs JM Young be requested to bring this matter to the attention of the VIMC.

261 ATTENDANCE AT MEETINGS OF OUTSIDE BODIES

- Outside Meetings Coming Up

- (i) Cheshire Community Action
Tuesday, 7 July 2009

Councillor Mrs JE Storrar informed that she was now unable to attend this meeting.

- (ii) Celebration Events at the Ridings Community Infant School

All Members had the details and would try to attend

- (iii) Mickle Trafford Community Forum

7:00pm on Wednesday, 15 July 2009, Mickle Trafford Village School

All Members were made aware of this meeting and that they could attend.

262 COMMUNICATION RECEIVED

- Letter dated 4 June 2009 from Monster Play Systems offering to carry out an Annual Play Equipment Service at a cost of £255+VAT.

This letter was referred to the next meeting of the Finance and General Purposes Committee on Thursday, 30 July 2009 for consideration.

- Chester Transition – The Big Lunch

Contents of an email dated 4 June 2009 from CWAC Council's Rural Development Officer attached.

263 CIRCULARS

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

Grosvenor Museum and Chester History and Heritage – Exhibitions and Events in Chester – June to September 2009

Cheshire West and Chester Council's Partnership West Edition 5 May 2009