

MINUTES OF A MEETING OF SAUGHALL AND SHOTWICK PARK PARISH  
COUNCIL held on 7 December 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 B Kerr  
Councillor Mrs J Knox  
Councillor Mrs JE Storrar  
Councillor RA Storrar  
Councillor Mrs HL Thorniley-Jones  
Councillor Mrs JM Young (in the Chair)

Cheshire West and Chester Councillor B Crowe (Part)  
PCSO Mike Butler (Part)  
PC Yvonne Graham (Part)  
Mr B Huxley (Saughall Cricket Club)  
Mr B Salisbury (Internal Auditor)

344 APOLOGIES FOR AUTHORISED ABSENCE

Apologies for authorised absence were received from:

Councillor JG Johnson  
Councillor RK Shukla  
Councillor A Warrington  
Councillor Mrs D Whitton

345 MEMBERS' CODE OF CONDUCT – DECLARATIONS OF INTEREST

Councillor DF Holman declared a prejudicial interest in item No 10(b) on the agenda – The Former Ridings Community Infant School Building (Minute No 353(b)/2009 refers) as his employer was interested in purchasing this property. Councillor Holman indicated that he would leave the meeting while this item of business was discussed.

346 MINUTES

RESOLVED:

That subject to the Councillors JG and Mrs J Johnson's names being removed from the Apologies for Authorised Absence Minute (Minute No 324/2009 refers) the Minutes of the meeting of the Council held on 9 November 2009 be confirmed as a correct record.

## 347 MINUTES OF COMMITTEES

### RESOLVED:

That the Minutes of the Planning Committee held on 9 November 2009 and the Finance and General Purposes Committee held on 19 November 2009 be received and the recommendations therein be considered.

## 348 EXPIRY OF COUNCIL CONTRACTS – 21 MAY 2010

Further to Minute No. 347/2009 – Minutes of Committees above the Council gave consideration to the following items of business and the recommendations of the Finance and General Purposes Committee:

### (a) Golden Jubilee Park – Grounds Maintenance Contract

Councillor Mrs JM Young reported that she had met with the Chairman of the Saughall Cricket Club, Brian Huxley, to discuss the possibility of the Cricket Club undertaking the grass cutting of all the playing fields in the Council's ownership and not just the land within the perimeter path. Mr Huxley had agreed it would be more appropriate for the grass in the Park to be cut by the Cricket Club and had proposed to undertake this for an annual fee of £2,500 and that this could be written into the Joint Use Agreement.

Members also considered that there was merit in all of its playing fields being maintained by one organisation and noted that the sum proposed to undertake this work was £800 less than had been paid under its grounds maintenance contract that was now at an end.

Concerns were raised that because of the recent inclement weather the sports pitch was very muddy and may need reseeding. If this was the case the Cricket Club may not be able to use it for league cricket matches next year. It was proposed that advice be sought from officers of Cheshire West and Chester Council on how the condition of the outer field could be managed.

It was reported that there was a problem with the lock to the gate. People visiting the Park were parking on Fiddlers Lane as they could not access the car park. This problem was already in the process of being resolved.

### RESOLVED: That

- (1) Saughall Cricket Club be requested to maintain all of the sports pitches and play areas within the Golden Jubilee Park in future, at a price to be agreed annually (2010 - £2,500) and the Joint Use Agreement be amended accordingly (Appendix 1 attached); and
- (2) a meeting be arranged between Mr Huxley and an officer from Cheshire West and Chester Council with expertise in grounds maintenance to obtain advice in respect of the playability of the outer field so that cricket can be played upon it when the new season begins.

(b) Saughall Litter Picking Contract

RESOLVED:

That the Council's Litter Picking Contract be put out to tender using the same process as last time and Councillor B Kerr be requested to oversee this process.

349 PARISH COUNCIL SURGERIES

(a) Surgery held on 5 December 2009

Councillor Mrs K Ford had presided over the Surgery held on Saturday, 5 December 2009 between 10:00am and 10:45am outside the Co-op Store and reported that the following issues had been discussed:

- Church Road – near the Pharmacy the path was too narrow. People felt unsafe walking with children as cars were travelling too fast. When it rained people got splashed by vehicles driving past.
- Path between parkway and Church Road – litter had been collected but leaves had not been swept up. Christine Russell MP had asked for it to be added to the Council's litter picking routes.

It was noted that generally there were fallen leaves in most parts of the village.

- A permanent "smiley face" speed indicator device was requested for Church Road to show people how fast they were going and to encourage them to slow down.
- People continued to park on the grass verges on Long Lane.
- There was a lot of dog mess around 72 Church Road and cars were parking on the pavement.
- Why does the Council hold Surgeries outside of the Co-op Stores and why could the Thomas Wedge CE (Controlled) Junior School building not be saved for community use?
- The condition of the Vernon Institute building.

Members also discussed the health and safety issues associated with wheely bins having to be left out on narrow pathways (e.g. Church Road). Councillor RA Storrar agreed to find out who the contact at Cheshire West and Chester Council was regarding this matter.

RESOLVED:

That Councillor Mrs K Ford be thanked for her report.

(b) Next Parish Council Surgery

RESOLVED:

That Councillor Mrs D Whitton be asked if she is able to preside over the next Parish Council Surgery.

350 POLICE/HOMEWATCH

(a) Police

PCSO Mike Butler reported that the village had been relatively quiet since the last Council meeting. Only five crimes had been recorded in Saughall and two burglaries. He reported on some drug activity in Rakeway and parking problems at the Co-op Stores and Parkway by parents taking their children to and from the new All Saints Primary School. It was the intention that the School would write to parents to try to dissuade them from parking in these areas of the village, later in the week.

PC Butler also informed that 111 warning letters had been sent following the latest use of the speed gun.

It was noted that 30mph illuminated speed signs did slow motorists down so the provision of one should be pursued with Cheshire West and Chester Council but the criteria for getting one involved the number of accidents that had occurred.

Members also reported on the proceedings of a meeting that had been held with the new Inspector, Steve Beddows, on 19 November 2009 (Finance and General Purposes Committee Minute No 43/2009 refers).

RESOLVED: That

- (1) PCSO Mike Butler be thanked for his informative report; and
- (2) the Clerk be requested to establish exactly what the criteria is to qualify for a permanent speed sign to encourage motorists to keep to the speed limit.

(b) 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 and any actions taken as a result. Matters included:

- Reflectors at the new road crossing on Church Road had been removed. Cheshire West and Chester Council had been informed but it had transpired that they had been faulty and no vandalism had taken place.
- Residents in Parkway had complained about a car parking on weekdays preventing them from parking their own vehicles there.

- On-going problem over double parking at the Peg.
- Residents of Saughall Hey complaining about parents parking there when taking children to and from the new School.

RESOLVED:

That Councillor WI Humphrey be thanked for his informative report.

(c) Saughall Neighbourhood Management Team

The Council was invited to identify and discuss any funding opportunities available to support the Team so it could continue to operate in 2010.

The Clerk reported that John Hesslewood, Assistant Chief Executive, Cheshire Community Action, had indicated that his organisation has no grants available to assist this initiative at present.

The Clerk also reported that Rob Callow, the Rural West Area Manager, had been sent the details of the Neighbourhood Management Team's operations but was unable to help as Cheshire West and Chester Council's Rural West Area Partnership Board was focusing on the following themes this year:

- Young people
- Public Transport
- Access to services

The Council had been told previously that Frank Harding, Cheshire Crimebeat Co-ordinator, might be able to provide funding through Crimebeat but when the Clerk had asked him he had informed that his charity concentrated on projects for young people between the age of 5 and 25. However, Councillor RA Storrar considered that the position may have changed and funding could be made available from this source.

Councillor RA Storrar, in his capacity as a Cheshire West and Chester Council Member, had an allocation of funding and was able to make grants to assist initiatives in his local area such as the Neighbourhood Management Team in his Ward and the Clerk proposed that he be formally requested to make funding available in the New Year for this initiative.

RESOLVED:

That the Clerk be requested to continue to pursue a funding allocation from Crimebeat for the Saughall Neighbourhood Management Team Project.

351 GOLDEN JUBILEE PARK DEVELOPMENT

(a) Fiddlers Lane Car Park Drainage

The Field Committee would continue to monitor the situation.

(b) Multi-Play Unit – Slide Shute

This piece of play equipment would not be replaced until the Spring. The Field Committee would continue to monitor it in the meantime.

(c) New Gates and Posts

No quotations had been received yet.

(d) CCTV Equipment

PCSO Mike Butler was arranging a meeting to discuss issues associated with the CCTV equipment.

(e) Playnet and Signage Work

Work required was being programmed.

(f) Hedging

The Clerk had applied for free hedging from the Woodland Trust.

RESOLVED:

That the reports be noted.

352 YOUTH ISSUES

It was reported that a risk assessment had been carried out and some associated work undertaken. Some external work was required on the building used by the Youth Club and the Vernon Institute Management Committee's permission had been requested.

RESOLVED:

That the report be noted.

353 THE NEW SCHOOL AND THE FUTURE OF THE FORMER INFANT AND JUNIOR SCHOOLS

(a) All Saints Primary School

It was reported that a public notice had been published in respect of the double-yellow lines to be put on Church Road near the new School. It was noted that local residents needed to be able to park outside of their homes from time to time. Also the Church needed to be able to have on-road

parking when weddings and funerals were in progress. Currently, the School Crossing Patrol lady was putting out cones to prevent parking but she was leaving her post at Christmas.

A discussion ensued over whether it would be more appropriate to extend the zig-zag lines instead of putting down double-yellow lines on this part of Church Road.

RESOLVED:

That Councillor RA Storrar be requested to investigate whether the zig-zag lines could be extended instead of putting down double-yellow lines.

(b) The Former Ridings Community Infant School Building

Councillor DF Holman set out details of how he had tried to follow up potential users for the former School building and then left the meeting having already declared a prejudicial interest (Minute No 345/2009 refers).

Cheshire West and Chester Council's Head of Facilities and Asset Management, Noel O'Neil, had written to the Clerk on 8 December 2009 setting out the situation with regard to the former Ridings School building. He needed to realise a capital value for the sale to support his Council's capital strategy and this site did not lend itself to be a development site. His Council may consider a commercial opportunity if one became available and it received a market consideration.

Firstly, if Cheshire West and Chester Council was to consider allowing any asset to move into community use it needed to be convinced that there was currently a lack of provision. In the case of Saughall, particularly in the light of the brand new outstanding School and its scope for extended provision, the lack of provision may be a difficult one in the context of the whole Borough. Secondly, the proffered use must be seen as sustainable but that was a secondary consideration.

Mr O'Neill went on to say that in relation to the Parish Council's proposal to take over the running of the School for community use, it would be difficult to justify in terms of value, letting an asset to the Parish Council on a peppercorn rent for it, in turn, to then let it commercially to a third party. A potential way forward was to let his colleague, Richard Green, know who the commercial interest was and he could have a look at the potential. It may even be that a third party would be interested in acquiring the site.

Cheshire West and Chester Council was now suggesting a meeting between various officers and the Parish Council to discuss requirements of the parish and the community and to consider those facilities that were available in the neighbourhood. However, Members considered that it would be virtually impossible to make a case for additional community facilities and agreed to throw their weight behind the University of Chester's proposal to purchase the former School building.

RESOLVED: That

- (1) the Council's preferred option is for the University of Chester to acquire the former School site for its operations; and
- (2) Councillor DF Holman be asked to follow up negotiations with the University of Chester and with Richard Green of Cheshire West and Chester Council.

Councillor DF Holman returned to the meeting.

(c) The Proposal to Use the "Church Hall" for Community Use

It was reported that it was not known whether the Trustees had made a decision on the "Church Hall".

RESOLVED:

That the position regarding the "Church Hall" continue to be monitored.

(d) Bricks from the Thomas Wedge School

Councillor Mrs JM Young outlined a proposal to allow local people to have a brick from the School building as a memento in exchange for a donation to a charity of the Council's choice.

RESOLVED:

That the detail of the proposal be noted and Councillor Mrs JM Young be requested to take this initiative forward.

354 CHESHIRE WEST AND CHESTER (CWAC) COUNCIL INITIATIVES

(a) Local Service Delivery under CWAC Council

Alison Armstrong, LSP Director, had informed that her Council's Executive would be considering the Service Delivery Project at its meeting later in the week. The detail of the report was read out for Members information.

Members were in agreement that they did not want to be dragged down to the level of the former Vale Royal Borough Council as it had not provided litter picking grants for its Parish Councils.

RESOLVED:

That the report be noted.

(b) Core Strategy and Sustainable Community Strategy

Members noted the detail of a consultation that ran from 11 November 2009 to 13 January 2010.

## 355 HIGHWAY ISSUES

### (a) Potholes

The Council drew up a list of pothole problems in the village and requested Cheshire West and Chester Council to take action on them. The list included the following:

- Hermitage Road, exiting Saughall, by the Peg
- Long Lane, exiting Saughall, left hand side
- Fiddlers Lane, temporary works undertaken in the Summer needed attention and something more substantial now
- Fiddlers Lane, outside gate of Oaktree Nursery
- Church Road, outside Chestnut Nursery
- 1 Darlington Crescent, rear entrance

#### RESOLVED:

That the Clerk inform Cheshire West and Chester Council's Highways Department of the potholes detailed above and request appropriate action.

### (b) Kingswood Lane – Proposed Traffic Prevention Order

There was no progress to report.

### (c) Traffic Speed on the A540 – The Parkgate Road

Members considered the detail of a letter that had been sent to Cheshire West and Chester Councillor Neil Ritchie in conjunction with Puddington and District Parish Council expressing concern over the way in which the review of the A540 has, so far, been carried out.

#### RESOLVED:

That the content of the letter be noted.

### (d) A5117 – Access by Shotwick Bridge previously used by Carillion

No action had been taken by Cheshire West and Chester Council's Highway Officers despite numerous reminders. Concern was expressed that travellers could gain access and set up an encampment.

#### RESOLVED:

That the Clerk be requested to convey the above fear to Kieran Collins of Cheshire West and Chester Council.

(e) Bus Stop Opposite Aspen Grove on Hermitage Road

RESOLVED:

That the Clerk be requested to ask Kieran Collins of Cheshire West and Chester Council to put arrangements in hand to cut back the vegetation and make the paving stones safe.

(f) Access Used to the New School by the Construction Team

Members considered it would be appropriate to keep the access in-situ as there were concerns over how emergency vehicles would get around the side of the School.

RESOLVED:

That the Clerk be requested to write to David Caldwell of Cheshire West and Chester Council again to ask if the service road can be kept for the use of emergency vehicles.

356 WAIN HOUSE

It was reported that one resident remained in Wain House.

RESOLVED:

That the report be received.

357 CHRISTMAS LIGHTS SWITCH-ON CELEBRATIONS  
THURSDAY, 3 DECEMBER 2009

Councillor Mrs J Johnson reported that she was far from pleased with the Christmas Lights Switch-On Celebration event this year. She had encountered some problems and informed that as a result she was not prepared to organise next year's event.

Members thanked Councillor Mrs J Johnson for her hard work in arranging the event and informed that it had seemed to go well. Councillor Mrs J Johnson was adamant that this was not the case, however.

RESOLVED:

That the report be received.

358 ACCOUNTS

(a) Honoraria

RESOLVED:

That an honorarium of £175 be paid to Mrs M Abrams to share with the ladies who helped in the Library and the gentleman who winds the Vernon Institute (VI) Clock in appreciation of the work done to help the local community.

(b) Payments made since the meeting of the Council held on 9 November 2009:

RESOLVED:

That the following payments be approved:

<u>Financial Year 2009/2010</u>	<u>£</u>	<u>Cheque No</u>
Public Works Loan Board	2,771.22	Direct Debt
Mr R Hipkiss (Litter Picking)	1,007.67	102313
Mrs S Hudspeth (Expenses)	87.99	102314
NWN Media Ltd (Newsletter delivery)	16.53	102315
Mrs JM Young (Paint for Golden Jubilee Park)	127.83	102316
Oaktree Nursery (Christmas tree)	100.00	102317
Mrs S Hudspeth (Salary)	640.98	102318
Community Payback Scheme (Jobs carried out in Golden Jubilee Park)	100.00	102319
Mrs M Abrams (Honoraria to be shared between the ladies helping in the Library and the gentleman who winds the VI Clock)	175.00	102320

(c) Receipts

RESOLVED:

That the following receipts be noted:

	<u>£</u>
Interest on 14 Day Interest Account to 21 December 2009	0.35

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

RESOLVED:

That the contents be noted.

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

The Council noted the content of a letter dated 10 November 2009 from the Boundary Committee and its draft recommendations. A consultation ran until 1 February 2010. An extract of the Minute No 278/2009 of the Council from a meeting dated 3 August 2009, when this matter was last discussed, was attached to the agenda along with an email from Councillor B Kerr dated 10 November 2009 informing that the Boundary Committee was recommending a single member ward comprising Saughall and Mollington which he personally welcomed.

Councillor Brian Crowe spoke on this item and expressed disappointment that single member wards were being recommended.

RESOLVED:

That the Council make no response to the consultation but Members be requested to submit their own individual views to the Boundary Committee on its proposals.

360 ODD JOBS

No jobs needed to be done at this time.

361 VERNON INSTITUTE MANAGEMENT COMMITTEE (VIMC)

(a) Vernon Institute

Councillor Mrs JM Young had spoken to the Treasurer and Chairman of the VIMC about drawing up a proper programme of works to improve the fabric of the VI building. The next urgent work was expected to be carried out on the roof.

RESOLVED:

That the report be received.

(b) Farmers' Market

It was reported that some villagers were in favour of the weekly Farmers' Market whilst others opposed it. It was unclear whether the next meeting of the VIMC would go ahead as it had not been able to find a venue as the VI building was booked. If a meeting was held a decision would be made on whether to continue with the Farmers' Market.

## 362 ATTENDANCE AT MEETINGS OF OUTSIDE BODIES

### (a) Outside Meetings Coming Up

- (i) Mulled Wine and Mince Pies, Cheshire Community Action  
Thursday, 17 December 2009, between 2:00pm and 3:00pm at 96  
Lower Bridge Street, Chester

Councillor Mrs JE Storrar informed she would attend if she was able.

### (b) Outside Meetings attended by Parish Councillors

- (i) Cheshire Community Action's Annual General Meeting  
Thursday, 19 November 2009 at Arley Hall, Northwich

No one was able to attend.

- (ii) Mickle Trafford Community Forum Meeting  
Wednesday, 4 November 2009, 7:00pm-9:00pm at Church Hall, Elton

It was reported that attendance was very sparse at these meetings and it was suggested that this was because they were not advertised widely enough by Cheshire West and Chester Council.

## 363 COMMUNICATION RECEIVED

The following communications were received:

- emails dated 10 November 2009 from Herbert Moore expressing disgust at the state of the War Memorial on Remembrance Sunday and the Clerk's reply of 24 November 2009 thanking him for drawing this to the Council's attention, apologising on the Council's behalf and informing that arrangements will be made to tidy up this area of the village without delay and to polish the plaque.

It was agreed that an approach would be made to the British Legion with a proposal to hold a service at the War Memorial in Saughall, in future, on Remembrance Sunday.

- Letter dated 2 November 2009 from Tony Dean, Regional Director, Environment Agency, regarding changes to existing boundaries.

Noted.

- Email from the Cheshire Landscape Trust thanking the Council for making a £50 donation.

Noted.

- Letter dated 23 November 2009 from Liz Ellis, Cheshire West and Chester Council's Waste Awareness Officer, re. the Council's Waste Electrical and Electronic Equipment Campaign and publicity notices.

Noted.

#### 364 CIRCULARS

The following circulars had been receive. Anyone requiring a copy would contact the Clerk.

- Cheshire County Playing Fields Association's Annual Report 2008-09
- Cheshire County Playing Fields Association's Newsletter Autumn 2009 – The Playing Field
- Cheshire and Warrington Connexions – Inside Out Issue 2-2009
- Cheshire Rural Touring Arts Autumn Season 2009
- Cheshire and Wirral Partnership NHS Foundation Trust's Engage – Issue 6 – 2009
- Cheshire Community Action – Annual Report 2008/09

**JOINT AGREEMENT BETWEEN SAUGHALL AND SHOTWICK PARK PARISH COUNCIL AND THE SPORTING ORGANISATIONS ON THE USE AND MAINTENANCE OF THE GOLDEN JUBILEE PARK, FIDDLERS LANE, SAUGHALL**

1. The Parish Council, as the owner of the land, will collect a peppercorn rent of £1 per annum from those Sporting Organisations it has agreed can use its sports pitches and facilities on 1 April each year.
2. In return all of the Sporting Organisations will be jointly responsible for the maintenance of the land within the curtilage of the perimeter footpath.
3. The cricket square will be roped off and no one, other than those involved in its maintenance, will be allowed access to it between matches. The outfield will form part of the public recreational space.
4. Football Teams will remove and stow away their posts and nets after matches. The pitches will then take the form of open recreational land and will be available to the general public for this purpose.
5. The Sporting Organisations will not erect any storage or other facilities without the permission of the Parish Council and must obtain any required planning consents.
6. When the Sporting Organisations are using the pitches they must ensure that participants, guests, visitors etc use only the parking area, designated for that purpose, by the Council.
7. The terms and conditions of this joint agreement will be continuously monitored and formally reviewed every year in September.
8. The Council may make its land available for other sporting activities, as it deems fit and appropriate, subject to appropriate consultation with the Sporting Organisations.
9. The Park will be available for recreational purposes between the hours of sunrise and sunset.
10. The Cricket Club will cut the land to the outside of the perimeter path, including the Swing Park and playing field, for a sum to be agreed annually.

Signed this.....day of.....2010 on behalf of the Parish Council

Signed this.....day of.....2010 on behalf of the Cricket Club

Signed this.....day of.....2010 on behalf of the Football Team