

MINUTES OF A MEETING OF SAUGHALL AND SHOTWICK PARK PARISH
COUNCIL held on 8 April 2013 in the Vernon Institute, Church Road, Saughall

In attendance: Councillor Mrs J Edwards
Councillor DF Holman
Councillor H Jennings (Homewatch Co-ordinator)
Councillor Mrs J Johnson
Councillor B Kerr
Councillor Mrs J Knox
Councillor RA Storrar
Councillor Mrs JM Young (in the Chair)

Cheshire West and Chester Councillor Brian Crowe
Mr B Saisbury, Internal Auditor
Inspector Kevin Chambers

The Chairman welcomed Councillor Mrs J Edwards to her first meeting.

58. APOLOGIES FOR AUTHORISED ABSENCE

Councillor Mrs K Ford
Councillor Mrs JE Storrar
Councillor A Warrington
Councillor Mrs D Whitton
Councillor PP Young

59. MEMBERS' CODE OF CONDUCT – DECLARATIONS OF INTEREST

Councillor H Jennings declared a disclosable pecuniary interest if the quote he had provided for work on the clock was discussed.

60. MINUTES

RESOLVED: That

(1) the Minutes of the Special meeting of the Council held on 11 January 2013 be confirmed as a correct record;

(2) the Minutes of the meeting of the Council held on 4 March 2013 be confirmed as a correct record subject to the following amendments:

Minute No. 36(b) The Chester Half Marathon is on 12 May 2013; and

Minute No. 42(a) Road surfacing work in respect of the Ridings Estate would be included in the 2014 Programme.

61. POLICE/NEIGHBOURHOOD MANAGEMENT

(a) Police Report

Inspector Kevin Chambers introduced himself to the Council. He informed that he had been in post since last May, in an acting capacity. He had 25 years policing experience and came from an intelligence background. Inspector Chambers informed that he was impressed with the Policing standard in the Chester Outer Area.

Inspector Chambers reported that Sergeant Rhys Matthews, the Community Beat Manager, had been successful in his application for a post in Schools' Policing and would be moving on soon. This meant that arrangements were now being made to replace him. The job would be advertised and the Council would be informed who the successful applicant was, following the recruitment process.

Inspector Chambers apologised for PCSO Wendy Leason not producing her monthly report regarding policing issues in Saughall for consideration at this meeting. He promised that she would provide it the following day.

Inspector Chambers informed of recent burglaries and that, in one case, the thieves had been caught. He also informed of incidents of damage to vehicles in the village. Overall, the crime trends in Saughall were low. However, licensed premises on the A540 had been targeted so policing patrols had been increased. As a consequence, there had been no crimes reported in this area in March/April 2013. PCSO Leason would continue to be ring fenced to Saughall as much as possible because of the significant contribution the Council made to her wages.

Inspector Chambers also informed that PCSO Leason would be requesting a funding contribution towards the youth activities that she was hoping to arrange for local children during the summer holidays and that the Police had invested £15,000 in play equipment as their contribution. There were to be three sessions in Saughall and PCSO would be asking the Council to provide financial support for one of them.

Councillor RA Storrar informed the Inspector that the Council was very pleased with the PCSO and that she provided an excellent service in the village.

(b) PCSO Service Level Agreement

Councillor Mrs JM Young reported that she and Councillor DF Holman had recently met with Inspector Chambers and she had signed the new PCSO Service Level Agreement on behalf of the Council.

(c) Meeting with the Police & Crime Commissioner at 6:30pm on Monday, 25 March 2013 in Tarporley.

Councillor Mrs JM Young informed that she had attended John Dwyer's meeting. The intention was that there would be meetings every four

months. Topics discussed had been Mr Dwyer's aim to increase the number of Special Constables. It had been his ambition to have 1,000 Specials in Cheshire. Those in attendance at the meeting had informed Mr Dwyer that they considered PCSOs to be a valuable asset.

(d) Homewatch Co-ordinator's Report

Councillor H Jennings informed that it was his intention to have a meeting very soon with Inspector Chambers.

(e) Saughall Neighbourhood Management Team

Councillor Mrs JM Young reported that the Neighbourhood Management Team had run a two day Play Scheme in the Easter holidays. Also, volunteers were being sought to help with the Chester Half Marathon on 12 May 2013, to serve drinks and for marshalling purposes.

62. PARISH COUNCIL REPRESENTATION

The following vacancies had arisen as a result of the sad death of Ian Humphrey:

- Field Committee
- Community Champion Investment Working Group
- ChALC's Quality Parish Council Forum
- Chester Police Forum
- Saughall Youth Club Management Committee

RESOLVED: That

(1) Mr Brian Huxley be invited to join the Field Committee; and

(2) Councillor H Jennings be nominated to represent the Council at meetings of the Chester Police Forum.

63. PLANNING MATTERS

(a) Planning Applications

The Council, as a statutory consultee, considered planning applications which had been lodged with the Planning Authority, Cheshire West and Chester Council, since its last meeting and set out its observations as follows:

(i) 13/00950/OUT

Proposal: Agricultural workers dwelling.

Location: Pitts Farm, Parkgate Road, Saughall.

"No objections."

- (ii) 13/01031/FUL
Proposal: Single storey extension.
Location: 88 Hermitage Road, Saughall.

“No objections.”

- (iii) 13/00785/FUL
Proposal: Rear ground floor extension and first floor side extension
Location: Sunny View, Kingswood Avenue, Saughall.

“No objections.”

- (iv) 13/01007/S73
Proposal: Variation of condition 4 of permission 10/11161/COU to increase maximum number of caravans allowed on site from 10 to 14.
Location: Woodside Farm, Saughall.

“No objections.”

(b) Planning Applications

The Council noted the following planning decision that had been made by Cheshire West and Chester Council – the Planning Authority:

- (i) 13/00077/FUL
Proposal: Erection of three detached dwellings.
Location: Land at 76 Hermitage Road, Saughall

“Notice of Planning Permission.”

64. QUALITY PARISH COUNCIL STATUS

An update on the Quality Parish Council scheme was still not available.

65. PARISH PLAN REFRESH

Councillor Mrs JM Young informed that a Working Group meeting had been scheduled in order to make progress. The draft Parish Plan Refresh Report and Action Plan would be presented to the next meeting of the Council for adoption.

RESOLVED:

That the progress made on the Parish Plan Refresh and Action Plan be noted.

66. PARISH COUNCIL'S BUSINESS PLAN ACTION PLAN

(a) Action Plan

Councillor DF Holman reported that there were some minor amendments required and they would be made in due course.

Members were reminded that communications with outside bodies, including officers of the Principal Authority should always be via the Clerk.

(b) Community Action Projects Group

RESOLVED:

That the decision on who will sit on the above Group be deferred to the Annual Meeting of the Council.

67. SOCIAL NETWORKING

Councillor Mrs K Ford had emailed a report to Members so they could monitor how the social networking initiative was progressing. She had enquired whether the Council was happy for her to tweet local business special offers on the Council's twitter page.

RESOLVED:

That Councillor Mrs K Ford be informed that the Council is not happy to tweet local business special offers on its twitter page because of the risks associated with such a practise.

68. MEMBERS' TRAINING REQUIREMENTS

RESOLVED:

That Councillor Mrs J Edwards be requested to go on a Parish Councillor training course at some stage in the future.

69. HIGHWAYS ISSUES

(a) Parked Cars on Pavements and Grass Verges

Vehicles continued to be parked on pavements and grass verges.

RESOLVED:

That the parking on pavements and grass verges continue to be monitored

(b) Speeding Traffic, the Proposal for Saughall to be designated a Community Speed Watch Area and the Twenty's Plenty for Us initiative

Cheshire West and Chester Councillor Brian Crowe informed that making progress on this initiative was still in the hands of the Portfolio Holder for

Community and Environment, Cheshire West and Chester Councillor Lynn Riley. Saughall was on her list.

(c) Bus Shelters

Councillor Mrs JM Young reported that the bus shelter opposite the Church had been damaged and it was the intention of Cheshire West and Chester Council to replace the damaged panels with reinforced ones.

The Principal Authority had promised to provide a new bus shelter outside Wain Court when the new housing was built. Councillor Brian Crowe was of the opinion that the Council should request that the new bus shelter be erected now.

(d) Kingswood Lane – Proposed Traffic Prevention Order (TPO)

Councillor Brian Crowe reported that Cheshire West and Chester Council's Parks and Open Spaces Manager, Hazel Barber had no history on the proposed TPO as the records had not been transferred from Cheshire County Council. In the light of this, Members considered whether to remove this item from future Council agendas but Councillor RA Storrar proposed that it stay on the agenda so that the position could be monitored as drivers of 4X4 jeeps did use the lane on occasion.

RESOLVED:

That this item of business be kept on the Council's agenda for monitoring purposes and the concerns over 4X4 drivers accessing the lane be progressed with Cheshire Police.

(e) Fiddlers Lane, Rakeway and the Church Road/Hermitage Road junction – Potholes

Cheshire West and Chester Councillor Brian Crowe reported that there were 1,600 pot holes on his Council's list and it was well aware of the concerns regarding Fiddlers Lane.

RESOLVED:

That the Clerk be requested to bring the potholes to the attention of Cheshire West and Chester Council's Area Engineer for Ellesmere Port and Rural West (North), Ian McNeill and ask him to arrange to carry out the necessary repairs.

(f) Lamp 27 outside of the Vernon Institute.

This lamp had been re-sited and was now opposite the Vicarage and was obscured by trees. An assessment of the junction as a whole was to be carried out by Cheshire West and Chester Council's Area Engineer for Ellesmere Port and Rural West (North), Ian McNeil. He would also contact the landowner.

(g) Flooding on Long Lane and Hermitage Road

Cheshire West and Chester Councillor Brian Crowe informed that the problem with the drain was in hand.

(h) Saughall Hey – Proposal to put in a Lay-by

Cheshire West and Chester Councillor Brian Crowe reported that the proposal to provide a lay-by in Saughall Hey was not supported by Highways Officers.

Councillor B Kerr reported that during the recent survey, as part of the Parish Plan Refresh work, there had been more comments about the narrowness of the road in Saughall Hey than on anything else.

It was proposed that there be a site visit and Cheshire West and Chester Council's Principal Development Officer – Team Leader, Highways Development Control, Mr Paul Parry and the Area Engineer for Ellesmere Port and Rural West (North), Mr Ian McNeill, be requested to attend to discuss the situation with Members.

RESOLVED:

That the Clerk be requested to arrange a site visit with the officers listed above and Councillor B Kerr be invited to attend.

(i) Street Signage Issues

Councillor Mrs K Ford had identified some street signage which needed to be replaced.

70. LITTER PICKING, WASTE BINS AND DOG BINS

(a) Litter

Councillor B Kerr reported that a lot of litter seemed to have escaped when the bins were emptied in the Darlington Crescent/Rakeway area of Saughall.

RESOLVED:

That the Clerk be requested to inform Cheshire West and Chester Council's Senior Manager Streetscene, Mr Simon Lammond so that he can take the necessary action to rectify the situation.

(b) Dog Dirt

The Council considered that the situation regarding dog dirt on village paths was better than it had been in the past. It was noted that Cheshire West and Chester Council's Dog Warden was called Ruth Turner.

Villagers continued to walk their dogs in the Golden Jubilee Park, where dogs were not permitted, and it was agreed that more signage was needed in an effort to deter them.

71. GOLDEN JUBILEE PARK

(a) Annual Inspection of Play Areas 2013

The report had not yet been received from Morral Play Services following its annual inspection in March. The report would be considered by the Council at a future meeting.

(b) Field Committee Meeting

Councillor Mrs JM Young informed that the last meeting of the Field Committee had been held on Saturday, 6 April 2013 with herself, Councillors H Jennings and Mrs J Knox and the Tree Warden Mrs Helen Cakebread in attendance. Members had considered the plans for the new community hall/sports pavilion.

The tree cuttings left on the grass had not been removed. The new trees were all still there and the Tree Warden had advised that twenty further holly bushes could be planted. This had been done using one bag of compost.

The situation regarding the rubbish bins had been monitored.

RESOLVED:

That the report be received.

(c) Ponds

The Field Committee had observed that there was currently a lot of water in the ponds.

(d) Car Park Drainage

The Field Committee had observed that the car park drainage seemed to be working.

(e) Moles

There was still mole activity and this was being taken up with the pest control firm who had been employed to take appropriate action.

(f) Picnic Table

It was reported that the picnic table had not yet been repaired.

(g) Park Development and the Proposal to build a Sports and Community Use Building

The Council was informed that a letter from the secretary of the Saughall Community and Sports Pavilion Group, Ms Vanessa Barnett, dated 27 February 2013 had been received by the Clerk requesting a donation of around £10,000 to cover the initial design and planning fees for the proposed new pavilion.

Councillor Brian Crowe informed that he had provided a grant to the Group of approximately £12,100. After discussion it had been agreed that this funding would be passed to the Council (to be put into a restricted fund) who would pay a discounted fee when submitting the planning application. The cheque would be sent to the Clerk within the next few days. Councillor Crowe made it clear that if the project did not go ahead for whatever reason the funding must be returned to Cheshire West and Chester Council.

It was proposed that a Group be set up which would include representatives of the Parish Council to co-ordinate the various activities and initiatives associated with the Golden Jubilee Park. However, it was agreed to give more thought to this proposal.

(h) Multi Use Games Area (MUGA)

The Council was informed that a funding application was being put together for possible submission to WREN in July. Match funding would be sought from Cheshire West and Chester Council.

RESOLVED:

That a Special meeting of the Council be held as soon as possible to consider the Council's financial situation, funding requirements, quotations received and to prioritise projects and initiatives to be taken forward.

(i) Proposal to Reinstate the Perimeter Path

Funding options continued to be explored in order to take this initiative forward.

72. YOUTH ACTIVITIES

There was no report available. Councillor Mrs J Edwards agreed to attend the next meeting of the Youth Club Management Committee to represent the Council.

73. PARISH COUNCIL NEWSLETTER DELIVERIES

Councillor B Kerr reported that it had taken his son 17 hours, using a car, to deliver the last Newsletter to all of the homes in Saughall.

Members discussed options for delivery; the possibility of getting the Newsletter edited professionally and associated costs.

RESOLVED:

That the options for the Newsletter be further discussed at the next ordinary meeting of the Council.

74. VERNON INSTITUTE MANAGEMENT COMMITTEE (VIMC)

(a) VIMC

The Council was informed of the contents of a letter dated 28 February 2013 from the Trustees of the Vernon Institute requesting a funding contribution to assist the alterations to the small hall at the Vernon Institute and setting out quotes received in relation to this.

RESOLVED:

That the funding request be referred to the Special Council meeting.

(b) Vernon Institute Clock - War Memorial

It was reported that a number of quotes had been received to install automatic winding and regulation equipment and renew the clock face lighting.

RESOLVED:

That these quotes be referred to the Special Council meeting.

75. COMMUNITY EVENTS

Music in the Park – Sunday, 26 May 2013

Councillor Mrs JM Young reported that arrangements for this family event were progressing nicely.

76. LODGE LANE AFFORDABLE HOUSING PROJECT

It was reported that the Chester District Housing Trust had merged with and the Cosmopolitan Housing Group recently. They would compliment each other and intended to continue with the Lodge Lane Affordable Housing Project. It was hoped that work would begin on site in June 2013.

RESOLVED:

That the report be received.

77. CHAIRMAN'S MONTHLY REPORT

The Chairman inform of various issues she had been involved in during the month. This included:

- Proceedings of the Police and Crime Commissioner's event in Tarporley on 25 March 2013.
- The litter picker had requested a pay rise.
- Attendance at an event at All Saints C of E Primary School and the planting of trees in the Golden Jubilee Park with the School Council.
- The new owner of the Public House would like to address the Council.

RESOLVED: That

- (1) the Chairman be thanked for her report;
- (2) the litter picker to be given a pay rise to £7 per hour from 1 April 2013; and
- (3) the new owner of the Greyhound Public House be invited to the Annual Parish Meeting on 29 April 2013 and to the Cheese and Wine event afterwards.

78. PARISH COUNCIL SURGERIES

(a) Surgery held on Saturday, 6 April 2013

Councillor Mrs J Johnson had presided over the Surgery held at Oaktree Nurseries on Saturday, 6 April 2013. She reported on comments, issues and questions raised included the following:

- The whereabouts of the PCSO.
- Dog waste and rubbish at the Willow Beds and dog fouling and litter issues generally in the village.
- Youths playing football by Wain Court.
- Problems with parked cars.
- Potholes.
- Speeding vehicles.
- Parked cars on grass verges.
- The naming of roads in the former Ridings Infant School housing development.
- People are pleased that there is to be another "Music in the Park" Event in May.

RESOLVED:

That Councillor Mrs J Johnson be thanked for her very informative report.

(b) Surgery on Saturday, 4 May 2013.

RESOLVED:

Councillor Mrs J Edwards be requested to preside over the next Council Surgery to be held between 10 and 10:45am on Saturday, 4 May 2013 outside the Co-op Store, Church Road, Saughall.

79 ACCOUNTS

(a) Audit of Accounts 2012/13

The Accounts were signed off and passed to the Internal Auditor so that he could carry out his audit.

(b) Payments made since the meeting of the Council held on 4 March 2013:

RESOLVED:

That the following payments be approved:

<u>Financial Year 2012/2013</u>	<u>£</u>	<u>Cheque No</u>
Morrall Play Services (Equipment Inspection)	81.00	102658
Cheshire West and Chester Council		
(By Election costs)	4118.65	102659
Mr B Kerr (Newsletter delivery)	100.00	102660
Cheshire Community Playing Fields Association		
(Affiliation fees)	18.00	102661
Cheshire Community Action (Membership Fee)	50.00	102662
Cheshire Association of Local Councils		
(Membership Fees and Local Council Review)	783.30	102663
HM Revenue and Customs	1213.44	102664
Mrs S Hudspeth (Salary)	489.84	102665
Mrs S Hudspeth (Expenses)	30.00	102666
Mr JC Baker (Hedge Cutting)	96.00	102667
Mrs JM Young (Tree Guards)	4.00	102668
Mrs H Cakebread (Holly bushes)	54.00	102669
Mr JE Davies	50.48	102670
Cheshire West and Chester Council	770.00	102671
(Planning Application fee for Community Building/Sports Pavilion)		

(c) Receipts

No receipts had been received since the last meeting of the Council.

(d) Cash to Bank Reconciliation

RESOLVED:

That the contents be noted.

80. COMMUNICATIONS RECEIVED

- The Council received a letter dated 21 March 2013 from Ms Hannah Amesbury requesting a grant to assist her conservation expedition in Cuba with Operation Wallacea.

RESOLVED:

That the Clerk be requested to write back to Ms Amesbury to inform her that the Council is unable to make a contribution because it can only support, financially, projects that will benefit the local community as a whole.

- The Council received an email dated 6 April 2013 from Mr Graham Argyle on matters arising in relation to the last Parish Council Newsletter.

RESOLVED:

That the Clerk be requested to write back to Mr Argyle to inform him that the Council agrees with him that people should not park on pavements and grass verges. It regularly complains and gets the response from the Police which Mr Argyle had outlined in his email. The Parish Council does not have the information he requests regarding accidents but perhaps he might obtain it if he approaches Cheshire Police direct.

Regarding the Chester Half Marathon the Parish Council does not share Mr Argyle's views. It remains fully in support of the sporting event and is willing to put up with a little inconvenience, once a year, so that the runners can pass through Saughall. Therefore, it is suggested that Mr Argyle should continue to make his objections known to the Principal Authority, Cheshire West and Chester Council and the ward Member Councillor Brian Crowe.

81. CIRCULARS

The following circulars had been received since the last meeting of the Council:

- Came and Company – Parish Matters, Spring 2013
- Plantscape News
- Online Playgrounds