

MINUTES OF A MEETING OF SAUGHALL AND SHOTWICK PARK PARISH  
COUNCIL held on 1 July 2013 at the Vernon Institute, Saughall

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

Mr B Salisbury, Internal Auditor  
PCSO Wendy Leason (Part)

147. APOLOGIES FOR AUTHORISED ABSENCE

Apologies for authorised absence were received from:

Councillor Mrs K Ford  
Councillor Mrs J Johnson  
Councillor A Warrington  
Cheshire West and Chester Councillor Brian Crowe

148. MEMBERS' CODE OF CONDUCT – DECLARATIONS OF INTEREST

Councillors DF Holman, Mrs JE Storrar, Mrs D Whitton and Mrs JM Young declared a personal interest in the proposal to provide a Community and Sports Pavilion in the Golden Jubilee Park if the matter was raised at this meeting by virtue of them all being members of the village Group established to take the proposed development forward.

149. MINUTES

RESOLVED:

That the Minutes of the meeting of the Council held on 10 June 2013 be confirmed as a correct record.

150. PLANNING MATTERS

(a) Planning Applications

The Council, as an adjoining parish council, considered the following planning application which had been lodged with the Planning Authority, Cheshire West and Chester Council, since its last meeting with a view to setting out its observations on it:

13/02255/OUT

Proposal: Student village including accommodation for up to 2,500 students, recreational open space, sporting facilities (comprising sports hall, full sized football pitch and four mini-sports pitches), a student hub (comprising dining, retail and leisure facilities), construction of a new access route, ground modelling and drainage works, parking provision for up to 400 cars, footpaths, cycle routes, Energy Centre, Refuse and Recycling facilities, sub-station and associated works including access, landscaping and layout details.

Location: Land between Parkgate Road and Shelly Road, Chester, Cheshire

The Council gave serious consideration to the planning proposal. Each Member in turn set out their views. It was noted that the University of Chester was aiming for the highest standards and was a wonderful asset to Chester. Student accommodation was required and this was being addressed in the City using a "pepper pot" approach. Also, Student Village provision would encourage businesses to relocate to Chester and students would remain in the area once they had obtained their qualifications.

Of significant importance was that the proposal was to develop a Student village on greenbelt land and the Council had a policy of protecting the greenbelt. If the Student Village went ahead it would mean that Chester would encroach into Saughall, along the Parkgate Road and the village's main feeder road into the City would be severely congested because of the amount of traffic that it would generate.

A vote was taken with five Members voting in favour of the proposal and five voting against it. Consequently, on the Chairman's casting vote it was

RESOLVED:

That the following observations on this planning application be sent to the Planning Authority:

This Council objects, as an adjoining parish council, to this proposal because it is still considered inappropriate development in the greenbelt.

Since the Council considered the last planning application for a Student Village on this site at its meeting on 4 September 2012, various sites (approximately 20) in the City have been identified for student accommodation etc., including the Travel Lodge. Therefore, the Council is aware that the lack of student facilities in relation to University provision is now in the process of being addressed within the City itself."

## (b) Planning Decisions

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

### (i) 13/01583/FUL

Proposal: Extension and renovation of The Vernon Institute and erection of four garages to rear of 3-4 Institute Cottages (demolition of existing store, youth club building and garages) – amendment to application 12/02067/FUL.

Location: The Vernon Institute, Church Road, Saughall, Chester, Cheshire, CH1 6EN

“Notice of Planning Permission.”

### (ii) 13/00706/FP

Proposal: Two storey side extension.

Location: 46 Timberfields Road, Saughall, Chester, Cheshire, CH1 6AP.

“Notice of Planning Permission.”

### (iii) 13/01646/FUL

Proposal: Community pavilion with junior football pitches and car park (demolition of existing community hall).

Location: Saughall Community Hall, Fiddlers Lane, Saughall, Chester, Cheshire.

“Notice of Planning Permission.”

## 151. MATTERS RAISED AT THE ANNUAL PARISH ASSEMBLY

At the Annual Parish Assembly parishioners had been invited to list their observations, issues and concerns so that the Council could take action to seek to remedy them if it was considered appropriate. The following had been recorded:

- Some parishioners wanted a walking bus to All Saints Primary School arranged.
- Some parishioners wanted no parking signs to be located on the grass verges on Long Lane and Church Road.
- Attention was drawn to activities on the derelict K's Nursery site and to the dilapidated state it had been allowed to get in to.
- Concern over speeding traffic through the village, parking issues and the need for the police to take appropriate action.
- The need for CCTV cameras in some areas of the village.
- The play facilities in the swing park needed to be improved for younger children and the play surface required attention

The Council considered the observations, issues and concerns listed above and it was

RESOLVED: That

- (1) PCSO Wendy Leason be requested to discuss the possibility of arranging a walking bus with All Saints C of E Primary School and Councillors RA Storrar and Mrs D Whitton be requested to discuss this at a meeting of the School's Governing Body;
- (2) in respect of Church Way, the Clerk be requested to ask Cheshire West and Chester Council's Area. Engineer for Ellesmere Port and Rural West (North), Ian McNeill if the Highways Authority has a policy on no parking signage on grass verges;
- (3) PCSO Wendy Leason be requested to make the necessary arrangements for the deployment of the Smiley SID in the village;
- (4) quotations be invited for work required on the play surface in the swing park (spreading top soil and rolling and moss treatment); and
- (5) the Toddlers Group be asked what sort of play equipment they would like to see provided for the younger children of the village.

## 152. POLICE/HOMEWATCH

### (a) Police

PCSO Wendy Leason reported on crimes carried out and anti social behaviour in Saughall over the last few weeks. This included:

- two incidents relate to The Greyhound Public House;
- two incidents concerning youths congregating on the green area to the rear of 23 The Ridings, Police Patrols had attended on the two occasions but the youths had left prior to their arrival;
- three shop lifting incidents at the Co-op Store;
- two drive offs from the Red Ensign Garage;
- two thefts from vehicles (one in the village the other at the Craxton Wood Hotel);
- a suspicious person parking on the Co-op car park;
- a burglary at a property on Hermitage Road; and
- a dog reported roaming The Close (Dog warden informed).

PCSO Leason informed of the dates for planned summer activities as follows:

- Panna Football, Friday, 26 July 1-4pm, Friday, 2 August 1:30-3:30pm and Friday, 9 August 1:30-3:30pm;
- Ramp Riders, Monday 29 July and 1 August; and
- Mountain Monkeys, Tuesday 6 August 12-4:30pm

PCSO Leason reported that residents who lived in the Chester District Housing Trust's flats on Parkway were having repeat incidents where their vehicles were being damaged overnight whilst parked on the car park next to the flats. She had informed the Housing Trust.

PCSO told Members that she had been approached by a resident of Church Way regarding double yellow lines he considered should be put down on Church Way as cars were parking in the turning point.

RESOLVED: That

(1) PCSO Wendy Leason be thanked for her very informative report; and

(2) the Clerk be requested to refer the problem on Church Way to Cheshire West and Chester Council's Area Engineer for Ellesmere Port and Rural West (North), Ian McNeill.

(b) Homewatch

Councillor H Jennings reported that he had met with Cheshire Police's Home Watch Officer, Liz Biddle, the PCSO and the Sergeant and discussed the need for a new Homewatch campaign.

Councillor Jennings had noted that the Homewatch signage in the village required attention and that new campaign material was required. He informed that some volunteers would be recruited but the days of a hub and Co-ordinator had long gone and much more could be accomplished online now.

RESOLVED:

That Councillor H Jennings be thanked for his report.

(c) Saughall Neighbourhood Management Team

Councillor Mrs JM Young reported that the Team had received payment for its contribution to the Chester Half Marathon. The Team would be running the Summer Play Scheme from 12 to 16 August 2013 and had engaged three Play Group Leaders to run it. Thirty children were expected to attend and volunteers were requested.

RESOLVED:

That Councillor Mrs JM Young be thanked for her report.

## 153. EQUALITY AND DIVERSITY POLICY

The Council considered a draft Equality and Diversity Policy that the Clerk had drawn up. Councillor DF Holman proposed some additions in respect of Elected Members commitments etc. under the Policy which were agreed.

It was noted that having an Equality and Diversity Policy would assist the Council to attract external funding.

RESOLVED:

That a draft Equality and Diversity Policy be amended to reflect Councillor DF Holman's proposals regarding Elected Members' commitments etc. and published on the Council's website.

154. PARISH COUNCIL BUSINESS PLAN – ACTION PLAN AND GROUPS

The Council received the current membership of each of its Action Groups along with its Business Plan Action Plan for monitoring purposes. Members considered the Action Plan in detail making additions and revisions as appropriate.

It was reported that the footpath behind Kings Acre was very dangerous caused by a lake being dug out. It was also reported that the footpath running by Shotwick House was overgrown with nettles and needed attention.

It was noted that the Quality Parish Council initiative remained on hold nationally and that revised criteria was expected by the end of 2013. Councillor B Kerr proposed that the Council work towards obtaining the Power of General Competence and to this end the Clerk approach the Chief Executive of the Cheshire Association of Local Councils, Jackie Weaver with a view to purchasing some in-house training on this Power. This was **agreed**.

RESOLVED: That

- (1) the membership of the Business Plan – Action Groups be noted and the Business Plan Action Plan be revised accordingly and published on the Council's website; and
- (2) Councillor Brian Crowe be requested to draw attention to the issues reported in respect of the public footpaths in Saughall, so that Cheshire West and Chester Council Rights of Way Officers can address them.

155. SOCIAL NETWORKING

It was noted that this Council meeting was the subject of a live twitter feed, courtesy of Mr Mel Ashley.

It was reported that Councillor Mrs K Ford had arranged twitter training but only her, and Councillors DF Holman and H Jennings had attended. It was intended that a further training session would be provided for Members and it was important that they take the opportunity to attend it.

RESOLVED:

That the reports be received.

156. MEMBERS' TRAINING REQUIREMENTS

It was noted that Councillor J Edwards would need to attend Councillor Induction Training at some stage.

## 157. HIGHWAY ISSUES

### (a) Overhanging Hedges

Councillor Mrs J Knox reported that there were overhanging hedges in Saughall Hey, Greenway and on Hermitage Road and that she intended to contact Streetscene and request it took the appropriate action.

### (b) Parked Cars on Pavements and Grass Verges

It was noted that the situation with cars being parked on pavements and grass verges was no worse and no better.

### (c) Speeding Traffic and the proposal for Saughall to be designated a Community Speed Watch Area and Twenty's Plenty for You

Further to Minute No. 132(b) it was noted that Councillor Lynn Riley, Cheshire West and Chester Council's Executive Member for Community and Environment had written to the Clerk regarding the Twenty's Plenty initiative informing that enforcement would be a challenge and asking the Council to bear with her until a guide was worked up.

### (d) Bus Shelters

It was reported that Cheshire West and Chester Council's Operations Manager, Integrated Transport Service, Andy Nickson had written to the Clerk about the bus shelter opposite the church on Church Road. He had informed that the shelter was in such poor condition that a complete replacement was the only option. If the Council agreed to this, he would progress it.

Members were of the view that a luxurious bus shelter was not required and that the replacement should be cantilever style with a back. They requested the Clerk inform Mr Nickson of this and confirm that his Council would fund any replacement.

### (e) Kingswood Lane – Proposed Traffic Prevention Order (TPO)

Councillor Mrs JM Young informed that she had met Laura Shakeshaft at an event and she had confirmed that the TPO had been made and just needed to be signed.

### (f) Fiddlers Lane, Rakeway, Long Lane and the Church Road/Hermitage Road junction - Potholes

It was noted that patching work had been carried out on Church Road and Hermitage Road. Work on Fiddlers Lane was expected soon. Work on Rakeway and Long Lane was outstanding.

It was reported that Shotwick Lane was the subject of a temporary road closure as work was due to commence on 11 July 2013 and was expected to take two days to complete

(g) Flooding on Long Lane and Hermitage Road

It was reported that some ditches had been cleaned out and Councillor Brian Crowe was monitoring the situation.

158. LITTER PICKING, WASTE BINS AND DOG BINS

(a) Refuse Collection - Monitoring

No problems had been reported.

(b) Fly Tipping - Monitoring

No fly tipping had been reported.

(c) Bins

The bins outside the former Ridings Infant School were being relocated by Cheshire West and Chester Council's Streetscene Team and the Council had been asked for its views on where they should be re-positioned.

It had been agreed that the bins should be relocated as follows:

- at the cut through from Church Road to Darlington Crescent;
- opposite All Saints Church; and
- on the corner of Larchfields and Timberfields.

As yet these bins had not been relocated and the Clerk would find out when this was going to be done.

(d) Litter/Dog Dirt

No problems had been reported.

159. 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 which had been expected to be carried out in March 2013. The report would be considered by the Council at a future meeting. The Clerk had chased the report up and had been told that it was Morral Play Services' intention to commence inspections of Parish Council Play Areas from 6 June 2013. They would then need to be written up, hence the continued delay.

(b) Field Committee Meeting

A Field Committee meeting would be held before the next Parish Council meeting, where a report on its proceedings would be presented.



(c) Multi Use Games Area (MUGA)

Councillor Mrs K Ford had emailed the Council on 30 June 2013 regarding the Waste Recycling Environmental Limited (WREN) funding application requesting answers to the following questions:

- Will any user groups have priority usage of the MUGA facility?
- Are there any times when the MUGA facility is unavailable or there are restrictions as to who can use the facility?
- Will there be any charges to use the MUGA facility?

RESOLVED:

That the Clerk be requested to inform Councillor Mrs K Ford that no is the answer to each of the three questions.

(d) Proposal to install a Perimeter Path

Councillor JM Young informed that two quotations had been received but others were being sought.

(e) Saughall Cricket Club Quotation for Golden Jubilee Park Maintenance work

It was noted that the expected quotation had not yet been received.

160. YOUTH ACTIVITIES

Councillor Mrs J Edwards reported that the Youth Club had taken thirty of its members ten pin bowling last week. This had been a very successful outing and all the children had been well behaved.

RESOLVED:

That the report be received.

161. PARISH COUNCIL NEWSLETTER OPTIONS

It was reported that the July Parish Council Newsletter was being delivered with the Chester Standard. Copies would be left at the Co-op Store and Oaktree Nursery and the Uniformed Groups would deliver to houses in the outlying areas of the village.

162. VERNON INSTITUTE MANAGEMENT COMMITTEE (VIMC)

(a) Vernon Institute Building

Councillor PP Young reported that planning consent had been obtained to develop and renovate the Vernon Institute and to demolish the existing store, youth club building and garages. This had involved a compromise

with the Conservation Officer in respect of the roof. This planning permission was in place for three years during which time funding would need to be attracted/raised so that the work required could be carried out.

The Charitable Trust's governance document required some updating before external funding options could be explored and this was in the hands of solicitors commissioned for the purpose.

(b) Clock Automation

This work had been commissioned from the Cumbria Clock Company Limited and would commence soon.

(c) Roll of Honour

Councillor A Warrington be requested to provide an update report at the next Council meeting.

RESOLVED:

That the reports be received.

163. LODGE LANE AFFORDABLE HOUSING PROJECT

Councillor Mrs JM Young reported that the contractors, Rowlinsons were due to commence on site as soon as the contract was signed. A Working Group would need to be established to work with the Chester District Housing Trust as the development progressed

RESOLVED: That

(1) the report be received; and

(2) the Working Group will consist of the following Members:

Councillors B Kerr, Mrs JE Storrar, RA Storrar, Mrs D Whitton and Mrs JM Young.

164. CHAIRMAN'S MONTHLY REPORT

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

- the proceedings of a Health Watch Seminar attended at Northwich;
- the Cricket Club had reported that the compound gates had been vandalised;
- most of the moles have been caught in the Golden Jubilee Park!!
- scooters and motor bikes were accessing the Golden Jubilee Park and the PCSO had been alerted;
- a burglary at 206 Hermitage Road
- removal of a for sale sign from at 208 Hermitage Road.

RESOLVED:

That the Chairman be thanked for her report.

165. PARISH COUNCIL SURGERIES

(a) Surgery held on Sunday, 26 May 2013

Councillor Mrs J Edwards had presided over the Parish Council Surgery which had been held outside the Co-op Store on 29 June 2013. Issues raised had included the following:

- cars speeding along Church Road;
- overgrown hedges hanging over pavements;
- the road surface at Saughall Hey garages were broken up and youths were throwing large pieces of tarmac;
- cars parked on grass verges;
- dog mess on pavements;
- cars parked on the road causing grid lock on Church Road;
- a complaint about a van parking on the pavement in Lodge Lane causing difficulties for people walking by especially with prams and push chairs;
- complaints about parents parking in the Co-op Store's car park when dropping off and picking up children from the School and during School events;
- trees opposite the School had shoots coming out of the bottom obstructing motorists views as they left their drives;
- the fence around the Golden Jubilee Park by the gateway had no mesh cover and children were able to crawl under it; and
- the grass verges not being cut properly (not low enough and patches left).

RESOLVED:

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

(b) Surgery on Saturday, 27 July 2013.

RESOLVED:

Councillor PP Young be requested to preside over the next Parish Council Surgery to be held from 10 to 10:45am outside the Co-op Store.

166. CHESHIRE WEST AND CHESTER COUNCIL – WARD COUNCILLOR'S REPORT

Councillor Brian Crowe had sent a written report which the Chairman read out. He reported that he had presided over his Surgery on 22 June 2013 and received complaints about the state of Saughall Hey and the proposed Student Village. Also, electors had been pleased about the Music in the Park event and about the excellent bus service Saughall enjoyed.

RESOLVED:

That Councillor Brian Crowe's report be received.

## 167. ACCOUNTS

(a) Payments made since the meeting of the Council held on 10 June 2013:

RESOLVED:

That the following payments be approved:

<u>Financial Year 2012/2013</u>	<u>£</u>	<u>Cheque No</u>
Mrs S Hudspeth (Salary)	413:35	102692
Mrs S Hudspeth (Expenses)	49:98	102693
Just a Mow (cut in May and weed killing)	395:00	102694
Mr B Mulroney (Painting the Igloo)	248:00	102695
Mr JE Davies (Litter Picking)	49.00	102696
Mr DF Holman (Mileage – Newsletters delivered to Standard for distribution)	6:82	102697
University of Chester (Printing Newsletter)	300:00	102698
NWN Media (Newsletter distribution)	39:19	102619

(c) Receipts

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

(d) Cash to Bank Reconciliation

RESOLVED:

That the contents of the cash to bank reconciliation sheet be noted.

## 168. ATTENDANCE AT MEETINGS OF OUTSIDE BODIES

(a) Meetings coming up

- The National Association of Local Council's Conference in Sheffield on 11 July 2013.  
Councillors Mrs K Ford and B Kerr would represent the Council
- Police and Crime Commissioner's meeting with Parish and Town Council representatives on Monday, 29 July 2013 at 6:30pm in the Civic Suite, Civic Hall, Civic Way, Ellesmere Port, CH65 0AZ.

(b) Meetings attended

- Cheshire West and Chester Council's Local Community Resilience event at 6pm on Wednesday, 19 June 2013 at the Uniform Groups' Headquarters, Fiddlers Lane, Saughall.  
Councillors H Jennings and RK Shukla had attended this event and proposed that a Group be established to draw up a resilience planning

document (in case of a catastrophic emergency) for Saughall and it be kept up to date. This was **agreed**.

- Health Watch Meeting on 12 June 2013  
Councillor Mrs JM Young had attended this meeting and proposed that the Council receive a presentation at a future meeting about the activities Health Watch were involved in. This was **agreed**.

#### 169. COMMUNICATIONS RECEIVED

The Council had received the following communications:

- A quotation for drainage work required in the Golden Jubilee Park in the sum of £800 + Vat. It was **agreed** that the quotation would be accepted and the Chairman would discuss the work required with Mr JC Baker.
- Further to Minute No. 117, Saughall Methodist Church had requested a donation towards equipment and new furnishings. The Church had now informed it would like the Council to provide an 'A' Board on which it could advertise events it was holding. It was expected that this board would cost between £110 and £170. It was **agreed** to consider this request at the next meeting of the Council scheduled for 5 August 2013.

#### 170. CIRCULARS

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

- Cheshire and Wirral Partnership NHS Foundation Trust's Engage.