

MINUTES OF A MEETING OF SAUGHALL AND SHOTWICK PARK PARISH
COUNCIL held on 3 March 2014 in the Vernon Institute, Church Road, Saughall

In attendance: Councillor Mrs J Edwards
Councillor Mrs K Ford
Councillor DF Holman
Councillor Mrs J Johnson
Councillor Mrs JE Storrar
Councillor RA Storrar
Councillor Mrs D Whitton
Councillor Mrs JM Young (in the Chair)

PCSO Wendy Leason (Part)
Mr Bob Salisbury, Internal Auditor
PC Paul Taylor, Beat Manager (Part)

Public Speaking Time

Prior to the commencement of the meeting the Council was addressed by **Mrs Cathy Chaloner** who informed the Council of the community facilities available in the Park in Huntington and passed photographs of them around. They included a Multi Use Games Area (MUGA) which was not made of metal and Mrs Chaloner considered it to be less intrusive than the MUGA being procured for Saughall. The theme of the Park in Huntington was eco and imaginative, it was nicely designed and laid out and had a less visual impact.

Mrs Chaloner informed that she had spoken to the Clerk to Huntington Parish Council who had told her that before the Park was designed there had been a whole village consultation exercise carried out. People had been asked what they wanted to see in the Park. Its design had then taken two years to complete. The Clerk was willing to meet with Members to share her experience in getting the Park at Huntington to the standard it was now and to share the wooden designs.

Mrs Chaloner also informed that Mr Martin Kennedy would address the next meeting of the Council on 7 April 2014 about the MUGA, its maintenance and costs.

Mrs Chaloner thanked Councillor Mrs J Johnson for her help following the concerns raised about the MUGA by a Group in the village and presented her with a bunch of flowers.

It was noted that the grants the Council had obtained were to provide the MUGA and nothing else. Other facilities could be provided if the Council was able to attract funding. Mrs Chaloner was asked if she was willing to help the Council develop the Golden Jubilee Park further and she informed that she would help.

52. APOLOGIES FOR AUTHORISED ABSENCE

Apologies for authorised absences were received from:

Councillor B Kerr
Councillor H Jennings (Home Watch Co-ordinator)
Councillor Mrs J Knox
Councillor RK Shukla
Councillor A Warrington
Councillor PP Young

Cheshire West and Chester Councillor Brian Crowe

53. MEMBERS' CODE OF CONDUCT – DECLARATIONS OF INTEREST

Councillor RA Storrar declared a non pecuniary interest in anything to do with the Vernon Institute.

54. MINUTES

Further to Minute No. 35(c) Home Watch and Alert System it was noted that the flyers that Liz Biddle, Police, Home Watch Officer, Cheshire Constabulary had not been received and representations had been made over this.

Further to Minute No. 43 Youth Activities it was reported that Ron Davies, Young People's Participation and Inclusion Officer at Cheshire West and Chester Council had no authority to provide youth workers to help with the Youth Club. However, the Volunteer Bureau at Chester may be able to help with this.

RESOLVED:

That the Minutes of the meeting of the Council held on 3 February 2014 be confirmed as a correct record.

55. PLANNING MATTERS

(a) Planning Applications

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

(i) 14/00237/FUL

Proposal: Erection of shed (demolition of timber shed) (resubmission of planning application 13/04723/FUL.

Location: Kirkland House, 247 Hermitage Road, Saughall, Chester, Cheshire.

"No objections."

- (ii) 14/00508/FUL
Proposal: Single storey extensions to rear and side.
Location: 1 Seahill Road, Saughall, Chester, Cheshire.

“No objections.”

- (iii) 14/00521/FUL
Proposal: Two storey rear extension and front porch, including bay window to side (amendment 13/04778/FUL).
Location: Darland, 98 Hermitage Road, Saughall, Chester, Cheshire.

“No objections.”

- (iv) 14/00608/TPO
Proposal: Trees are all within a group TPO section at the bottom of the garden. All works are for amenable purpose and to keep the trees in good condition. 1 x Chestnut tree –re-pollard, 1 x Privet – remove. 1 x Holly tree – remove regrowth on neighbours side. Conifer trees – front up & reduce growth. 1 x Lime tree – crown thin & tidy. 1 x Buddleia - remove.
Location: Oak Leigh, 1 Hermitage Court, Saughall, Chester, Cheshire.

“In the light of the applicant doing work without permission in the past, there are no objections so long as the work stated in the application is the only work that is actually carried out.”

(b) Planning Decisions

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

- (i) 13/05157/FUL
Proposal: Installation of gas storage compound.
Location: Wheatsheaf Inn, Parkgate Road, Saughall, Chester, Cheshire. CH1 6JS

‘Planning Permission.’

- (ii) 13/04265/FUL
Proposal: Change of use of American Horse Barn to one dwelling.
Location: Little Creek Kennels, Saughall, Chester, Cheshire. CH1 6DE

‘Planning Permission.’

- (iii) 13/04778/FUL
Proposal: Single storey rear extension and front porch, including bay window to side.
Location: Darland, 98 Hermitage Road, Saughall, Chester, Cheshire. CH1 6AQ

‘Planning Permission.’

(iv) 13/05513/S73

Proposal: Variation of condition 2 (approved plans).on permission 13/02945/S73 to allow for an amended design of two dwellings.

Location: 76 Hermitage Road, Saughall, Chester, Cheshire. CH1 6AQ

'Planning Permission.'

56. POLICE/HOME WATCH

(a) Police Report

PC Paul Taylor informed the Council of the four crimes committed in Saughall in the last and that only one of them had a positive outcome. There had been no shop lifting offences or hate crimes reported and there had been a reduction in anti social behaviour.

PCSO Wendy Leason informed that policing priorities last month had included anti social behaviour and thefts from motor vehicles.

There were still concerns over horses not being fed in the field next to the Golden Jubilee Park the police were taking appropriate action and intended to bring the matter to a satisfactory conclusion.

The site managers had been spoken to over parking complaints re Lodge Lane, Parkway and the Ridings.

RESOLVED:

That PCSO Leason and PC Paul Taylor be thanked for their reports.

(b) Home Watch and Alert System

RESOLVED:

That, in the absence of Councillor H Jennings, the report be deferred to the next meeting of the Council on 7 April 2014.

(c) Saughall Neighbourhood Management Team

Councillor Mrs JM Young reported that the Neighbourhood Management Team had a meeting arranged during the following week to discuss the Marathon and the Summer Play Scheme.

RESOLVED:

That Councillor Mrs JM Young's report be noted.

(d) Police and Crime Plan 2014-16 Consultation

It was noted that consultation was ongoing with relevant partners to develop the outcomes and requirements around Community Safety funding.

- (e) Meeting between the Police and Crime Commissioner and Parish and Town Representatives at 6:30pm on Wednesday, 19 March 2014 in the Edna Rose Room, Community Centre, Meadow Close, Off Crossfields, Tarvin, Chester,

RESOLVED:

That Councillors Mrs JE Storrar and Mrs JM Young be requested to attend and ask the Police and Crime Commissioner if he is going to match fund the Council's Highway Projects (e.g. Traffic Cones and Flashing Speed Sign).

57. FUTURE ARRANGEMENTS FOR TOWN/PARISH (LOCAL) COUNCIL ELECTIONS

A Letter dated 17 February 2014 from Cheshire West and Chester Council's Senior Manager – Committees and Elections is attached. Informed the Council that from 1 April 2014 local councils would be recharged some of the costs for holding combined elections and a fixed rate per elector was being proposed as follows:

Each Uncontested Election: £165:00 (admin fee) plus Returning Officer fee based on the number of electors (£16 per 1000 electors or part) as per the Cheshire scale of fees and charges.

Each Contested Election: £0:85 per elector with a minimum charge of £547:50 (£500 admin fee plus the Returning Officer fee of £47:50 as per the Cheshire Scale of Fees and Charges.) There will be a cap on the maximum amount recharged to ensure that no local council pays more than the actual additional costs incurred by Cheshire West and Chester Council in carrying out the election. The maximum amount recharged will be based on 2750 electors - £2,337:50.

Cheshire West and Chester Council was aware that this was a change in the way that elections were charged for and also that it was now too late for changes to be made in the submission of parish council precepts for 2014/15. In order to lessen the impact of this change, costs for scheduled elections in 2015 could be paid for in two stages 50% in 2015/16 and 50% in 2016/17.

RESOLVED:

That it be noted that from 1 April 2014 local councils will be recharged some of the costs for holding combined elections at a fixed rate per elector as detailed above.

58. SNOW ANGEL CAMPAIGN

RESOLVED:

That this matter be deferred to the next meeting of the Council held on 7 April 2014.

59. MEMBERS' TRAINING REQUIREMENTS

No Members' training requirements were identified.

60. THE HOUSING PROJECT ON THE FORMER SAUGHALL THE RIDINGS INFANTS SCHOOL

Further to Minute No. 40, the Council noted that a further email had been received from Rob Charnley, Cheshire West and Chester Council's Principal Planning Enforcement Officer, in which he had informed that

"When I met with representatives from the Parish Council on the 16th January we discussed the issue of drainage. I highlighted that the larger pipe diameter had been agreed with Welsh Water and formed part of their approved drainage scheme. I also explained that as Welsh Water have agreed this scheme there is no further action we can take with regards to planning enforcement.

In terms of a Building Inspector, as Nick has highlighted, they are using an approved inspector rather than the Council's own service and therefore our own Building Inspectors would not visit the site."

It was reported that the new yellow bus shelter at Wain Court had not been erected properly and required attention. Also, there had been a number of complaints about the colour of the bus shelter. Morris Homes had agreed to paint it grey and put a clear panel in the back.

The Council was aware that the bus shelter was in the ownership of Cheshire West and Chester Council and it was responsible for it. Members considered that all the bus shelters should be the same colour.

RESOLVED:

That the Clerk be requested to tell Councillor Brian Crowe that the bus shelter at Wain Court, in the ownership of his Council, requires attention as it has not been constructed properly.

61. LODGE LANE AFFORDABLE HOUSING PROJECT

Councillor Mrs JM Young informed that Sanctuary Housing had not yet produced a local housing Allocation Policy.

RESOLVED:

That the report be noted.

62. GOLDEN JUBILEE PARK

(a) Field Committee Report

The Field Committee had met on 17 February 2014. It had noted: That

- the Park had not incurred any damage as a result of the recent storms;
- the fence was containing the horses at present, the owners of the next field had been written to, the RSPCA had put a notice on the gate asking the horses owners to contact them and the PCSO had obtained some food for the horses;
- the drainage was a concern.

RESOLVED:

That the report of the Field Committee be noted.

(b) Proposal to build a Community Facility/Sports Pavilion

It was reported that the Pavilion Working Group was putting together a list of grant making organisations it could approach for funding.

Councillor K Ford reported that through the New Homes Bonus, Cheshire West and Chester could provide interest free loans to kick start regeneration projects. Such a loan could help to attract match funding. She agreed to contact the Leader of Cheshire West and Chester Council, Councillor Mike Jones for more information on this.

(c) Multi Use Games Area (MUGA)

It was reported that MUGA tenders had to be returned by noon on Monday, 10 March 2014. They would be opened and their details recorded. A meeting of the MUGA Working Group to carry out an analysis of the tenders received. It would then report and make recommendations at the next meeting of the Council on 7 April 2014.

RESOLVED:

That the progress made with the MUGA project be noted.

63. BUSINESS PLANNING

The Clerk had updated the Action Plan and the Council was requested to review and revise the Plan as considered appropriate.

RESOLVED:

That the Business Plan Action Group be requested to meet to review the Action Plan and provide a report for the Annual Meeting of the Council scheduled for 12 May 2014.

64. YOUTH ACTIVITIES

Councillor Mrs J Edwards informed that two boys and two girls would be attending the Cheshire West and Chester Youth Parliament. They would show case the great work done in the village for the children.

RESOLVED:

That the report be received.

65. MEETING WITH UPTION HIGH SCHOOL PUPILS WHO LIVE IN SAUGHALL

Unfortunately, the meeting with Upton High School pupils had not gone ahead and it appeared that this project had stalled.

66. VERNON INSTITUTE MANAGEMENT COMMITTEE (VIMC)

(a) Vernon Institute Building

It was reported that the VIMC had chosen its six Trustees. The VIMC had asked if it could have two sides in each edition of the Parish Council Newsletter on which to report its own news.

RESOLVED: That

(1) the report be noted; and

(2) the VIMC be informed that they can have the space required in the Parish Council Newsletter but there may be a charge for this.

(b) New Roll of Honour

It was reported that Councillor A Warrington now had a complete list of names that were missing from the Roll of Honour and they would all be included on the new Roll of Honour.

67. CHAIRMAN'S MONTHLY REPORT

Councillor Mrs JM Young reported that she had received many complaints about the development on Hermitage Road opposite the Ridings and that a handy man had telephoned her to make his services known.

Councillor Mrs JM Young informed that the Village Events Committee was progressing well with its plans for a Village Day/Musical Evening on Sunday, 25 May 2014. The Committee had been promised of a donation of £400 to pay the deposit on the marquee and was requesting the Council to now make this donation £450 and provide a cheque made out to Steve Wales for the deposit.

RESOLVED: That

(1) the Chairman's report be received; and

(2) a donation be made of £450 to pay the deposit on the marquee required for the village event scheduled for 25 May 2014.

68. PARISH COUNCIL SURGERIES

(a) Surgery held on Saturday, 1 March 2014

Councillor Mrs JM Young had presided over the Parish Council Surgery which had been held outside the Co-op Stores. Issues raised and discussed had included the following:

- an abundance of dog mess was evident in the Ridings;
- buses and lorries were churning up grass verges since people were instructed to remove the posts and rocks that had been put there to stop this from happening;
- could a traffic order be pursued by Cheshire West and Chester Council for some verges;
- the light at 44 Darlington Crescent remained faulty;
- the Co-op Stores car park was always full at 3pm;
- the Parish Council Newsletter was very good and very informative;
- missing artificial grass in Saughall Hey and issues over the glue;
- the road and pavement surfaces outside the Ridings development were in a bad condition;
- some people felt trapped in the village;
- Saughall is a lovely little village;
- Complaints about the buses not going onto the Ridings Estate and parking in Rakeway;
- Issues over a roadside hedge at Oakwood;
- Complaints made regarding signage put up without permission;
- People wanted to know how to apply for the new housing on Lodge Lane;
- Parking problem on Lodge Lane;
- Numerous complaints about litter in the Co-op Stores car park; and
- Wide lorry blocking the road in Timberfields.

RESOLVED:

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

(b) Surgery on Friday, 4 April 2014.

RESOLVED:

That Councillor Mrs K Ford be requested to preside over the next Parish Council Surgery to be held from 5pm to 6pm at the Co-op Stores.

69. CHESHIRE WEST AND CHESTER COUNCIL – WARD COUNCILLOR'S REPORT (INCLUDING ANY HIGHWAYS OR ENVIRONMENTAL MATTERS)

RESOLVED:

That in the absence of Councillor Brian Crowe this report be deferred to the next meeting of the Council scheduled for 7 April 2014.

70. FLASHING SPEED SIGN

The Clerk reported that Cheshire West and Chester procured all of its activated signs from a company called TWM based in Winsford. It had been determined that this company provided both the best product and value for money. The reasoning for settling on a one company approach was to provide consistency of sign types throughout the Borough.

In addition to the cost of purchasing the signs there were also additional costs such as installation and future maintenance/energy costs. Therefore, on average the supply and installation of a flashing sign would cost in the region of £5,000 - £6,000 per sign per location.

RESOLVED

That the report be noted and match funding be sought from the Police and Crime Commissioner for the Council's Highway projects.

71. ACCOUNTS

(a) Payments made since the meeting of the Council held on 6 January 2014:

RESOLVED:

That the following payments be approved:

<u>Financial Year 2013/2014</u>	<u>£</u>	<u>Cheque No</u>
National Association of Local Councils (What Next for Localism Conference – Cllr Kerr)	108:00	102754
NWM Ltd (Newsletter distribution)	39:19	102755
Cheshire Police and Crime Commissioner (20 No Waiting Cones)	137:52	102756
University of Chester (Newsletter Printing)	595:00	102757
Wirral Borough Council (Postage and Printing)	74:90	102758
Mrs S Hudspeth (Salary)	495:24	102759
Mrs S Hudspeth (Expenses)	36:00	102760
Mr JE Davies (Litter Picking)	63:00	102761
Hobbs Wildlife Services (Mole Extermination)	75:00	102762
Saughall Uniformed Groups (SUGS) (Newsletter Distribution)	20:00	102763
Mr S Wales (Marquee hire for WW1 Event on 24 and 25 May 2014)	450:00	102764

(b) Receipts

No receipts had been received.

(c) Cash to Bank Reconciliation

RESOLVED:

That the contents of the cash to bank reconciliation sheet be noted and a copy of the bank statement be included with the Council's agenda each month.

(d) Funding Opportunities/Attracting Grant Aid

RESOLVED:

That this item be no longer included on the Council's agendas.

72. ATTENDANCE AT MEETINGS OF OUTSIDE BODIES

(a) Meetings Coming Up

- National Association of Local Councils' (NALC) What Next for Localism? – Wednesday, 26 March 2014 at the Royal National Hotel, London

Councillor Brian Kerr agreed to attend and report back on the proceedings.

- Local Councils Assembly: 6-9pm on Wednesday, 26 March 2014 at Chester Town Hall, Northgate Street, Chester (light refreshments will be served).

Councillors Mrs K Ford, Mrs JE Storrar and Mrs JM Young agreed to attend and report back on the proceedings.

(b) Outside Events that have been attended

- Sue Harris had attended a Hedgerow Day at Mickle Trafford.

73. COMMUNICATIONS RECEIVED

The content of the following correspondence was noted:

- Email dated 12 February 2014 from Joan Hughes regarding flooding and the condition of the road at the top of Long Lane.

RESOLVED:

That Councillor Brian Crowe be requested to visit Mrs Hughes to see if he can be instrumental in resolving the flooding problem in Long Lane.

74. CIRCULARS

The following circulars had been received:

- Cheshire Community Action's Annual Review 2012-13
- Cheshire Community Action's Community Led Planning in a Nutshell
- Cheshire Community Action's Community Land Trusts, What's it all about?
- Cheshire Rural Touring Arts – Spring and Autumn 2014-02-20
- Cheshire West Museums – Buildings, Battles and Bodies: A History of Heronbridge, 24 May 2014 – 2 November 2014, Grosvenor Museum, Chester