

MINUTES OF A MEETING OF SAUGHALL AND SHOTWICK PARK PARISH COUNCIL held on Monday, 7 December 2015 at the Vernon Institute, Church Road, Saughall.

PUBLIC SPEAKING TIME

Prior to the commencement of the meeting the Council was addressed by:

Mr Paul Evans a member of the Go Right Cycling Club. He informed of a proposal to relocate a children's cycling club from Upton to Saughall if a new perimeter path could be built (in collaboration with the Council) to accommodate both pedestrians and cyclists. It was agreed that this proposal would be included on the agenda for consideration at the next Council meeting on Monday, 4 January 2016.

Mr Mike Bell of Bell Developments informed that he wished to open consultation on a proposal for his company to redevelop the former Pear Tree Farm site on Hermitage Road by building 33 units of housing. It was agreed that a public meeting would be arranged in the New Year so that local people could view the draft layout and design of the housing proposed and provide comments that could be taken on board, prior to the plans being finalised and the planning application being submitted.

In attendance:

- Councillor A Bailey
- Councillor Mrs K Ford
- Councillor H Jennings
- Councillor Mrs J Knox (Part)
- Councillor Mrs J O'Malley
- Councillor Mrs JE Storrar
- Councillor Mrs D Whitton
- Councillor PP Young

- Cheshire West and Chester Council's E-Communications Manager, Damian Beaumont
- Cheshire West and Chester Councillor Brian Crowe
- PCSO Lauren Davies
- Mr Brian Huxley, Saughall Cricket Club

206. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Ms M Collins, Ms A Manning, A Warrington and Mrs JM Young.

207. MEMBERS' CODE OF CONDUCT – DECLARATIONS OF INTEREST

No declarations of interest were received.

208. MINUTES

RESOLVED:

That the Minutes of the special meeting of the Council held on 20 October 2015 and the meeting of the Council held on 2 November 2015 be confirmed as a correct record.

209. PLANNING MATTERS

(a) Planning Applications

The observations on the following planning applications were agreed and the Clerk was requested to notify Cheshire West and Chester Council - the planning authority of them.

(i) 15/04629/FUL

Proposal: Rear single storey extension to replace conservatory.
Location: 29 Darlington Crescent, Saughall, Cheshire.

“No objections.”

(ii) 15/04534/FUL

Proposal: Relocation of three existing Air Conditioning Units and the installation of two new Air Conditioning Units, a refrigeration condenser and refrigeration unit to the rear.
Location: Co-operative Store, Church Road, Saughall, Cheshire.

“No objections.”

(iii) 15/04622/FUL

Proposal: Single storey rear extension (demolish existing).
Location: Oaklea, Long Lane, Saughall, Cheshire.

“No objections.”

(b) Planning Decisions

RESOLVED:

That the following planning decisions made by the planning authority be noted:

(i) 15/01834/FUL

Proposal: Change of Use from agricultural land to campsite, for the erection of up to 8 ‘glamping units’ between 1 March and 31 October each year. Construction of a facilities building, communal dining building, an access road, parking area and associated landscaping.

Location: Kings Acre, Kingswood Lane, Saughall, Cheshire.

“Refusal.”

(c) Planning Appeal Hearings

It was noted that the Planning Authority had informed that Appeal Hearings were being arranged in respect of the following planning applications:

- Little Creek Kennels, Kingswood Lane, Saughall.
- Starbucks Coffee, Parkgate Road, Saughall – signage.

It was also noted that the Appeal re 88 Hermitage Road, Saughall had been dismissed.

(d) Other Planning Matters

- Large two storey structure being constructed at 122 Hermitage Road

At the last meeting of the Council Councillor A Warrington had made reference to a large two storey structure being constructed at 122 Hermitage Road. He had spoken to the Enforcement Officer as he had been unaware of any planning application being submitted. (Minute No. 88 (d) refers.)

Consequently, it had been resolved that the Clerk be requested to contact the Enforcement Officer, Keith Sharp in respect of the development at 122 Hermitage Road and ask what exactly was being built and if it had planning permission. The Clerk had taken the action agreed and despite a further reminder Mr Sharp had failed to reply.

RESOLVED:

That the Clerk be requested to send a further reminder to Mr Sharp that the Council is waiting and expects a response.

210. POLICE/HOME WATCH

(a) Police Report

PCSO Lauren Davies reported on various burglaries and shed break-ins in the local area. A number of them had been linked and the culprits had been locked up. Also, there had been an issue in Lodge Lane and the Police were linking in with Sanctuary Housing in respect of it.

PCSO Davies then provided a copy of her current work rota for Members' information.

The PCSO was asked to find out if there was any training available to Members on the speed gun and report back.

Councillor Mrs K Ford thanked PCSO Davies for her work on the evening of Wednesday, 2 December 2015 when the Christmas Lights had been switched on.

RESOLVED:

That PCSO Lauren Davies be thanked for her report.

(b) Review of the PCSO Initiative

The Council was aware that the three year contract to provide a PCSO for Saughall in collaboration with Cheshire Police would come to an end on 31 March 2016. The Council contributed one third of the cost of this post which was £11,800. Members reviewed the initiative and on the whole considered that it provided value for money and allowed the Council to have a say in how PCSO Lauren Davies operated.

Councillor A Bailey informed that he had attended the Police and Crime Commissioner's Meeting with Parish Councils who fund PCSOs on 6 November 2015 at Police HQ where it was reported that all 242 PCSOs in Cheshire would be retained and every ward would have a PCSO attached to it. It was expected that the Parish Council's contribution would rise by 1% (£118) to £11,980 but they did not have to renew their contracts for a three year period, they could renew for only one if they so wished.

One Member thought it might be helpful to know how much the on cost figures were in respect of the PCSO post.

(c) Operation Shield

Councillor A Bailey reported that Operation Shield had been launched at the Church Christmas Fair and been well received. Eight people had been signed up. PCSO Lauren Davies would visit each of them and mark their property. She would also visit premises where thieves had already struck and sign the occupiers up for free. Councillor Bailey informed that he would be promoting this initiative at the 2 January 2016 Parish Council Surgery.

RESOLVED:

That Councillor A Bailey be thanked for his report.

(d) Home Watch

Councillor A Bailey reported that the Home Watch SCRAM (Saughall CRime Alert Message) had been launched at the Church Christmas Fair and had thirty registrations already. The scheme would be launched on 1 January 2016 and Councillor Bailey requested some funding so a logo could be designed.

RESOLVED: That

(1) Councillor A Bailey be thanked for his report; and

(2) £50 be put aside to pay for a logo for SCRAM.

(e) Saughall Neighbourhood Management Team

There was no report available.

211. CHESHIRE WEST AND CHESTER COUNCIL (CWaC) – WARD COUNCILLOR'S REPORT (INCLUDING ANY HIGHWAY AND ENVIRONMENTAL ISSUES)

Councillor Brian Crowe reported on Cheshire West and Chester Council's consultation exercise 'Let's Talk – help shape the future of your neighbourhood and borough'. His Council was currently developing its Council Plan which set out its vision and priorities for the next four years. At the same time, it was also developing its budget plans for the next four years to ensure it could fund its priorities.

Central government cuts were expected to lead to a £47 million gap that the authority had to bridge over this period - a 17% cut to the Council's net budget. This meant difficult decisions would need to be made about the Principal Authority's priorities and what it did differently. It wanted to encourage the public to have their say on the plans and spending priorities before it finalised the Council Plan.

The consultation was taking place from October 2015 to early January 2016 during which time people could tell the Council about their priorities and the things that were important to them.

Councillor Crowe informed Members that they could access Cheshire West and Chester Council's consultation via its website where they could also complete a questionnaire.

Councillor Crowe referred to a letter that the Council had received from Councillor S Dixon, Leader of Cheshire West and Chester Council about a proposal to withdraw New Homes Bonus from Parish Councils. It had been passing on 20% which equated to a year's Council Tax. This was to improve infrastructure and compensate for the disruption caused during the building process.

Members noted that there was still a benefit from the New Homes Bonus but it was in the wider area and not Saughall specific. However, they were very concerned because this proposal to withhold New Homes Bonus was being introduced, with hardly any notice, and would affect the Parish Council's budget from April 2016.

RESOLVED: That

- (1) Councillor Brian Crowe be thanked for his informative report;
- (2) Members be requested to visit Cheshire West and Chester Council's website to view the consultation material and then complete the questionnaire on the on its plans and spending priorities; and
- (3) the Clerk be requested to write to Councillor S Dixon as follows:

“The Council was made aware of your intention to withdraw all New Homes Bonus from Parish Councils. The New Homes Bonus is paid for six years per property, so this is a huge funding stream to lose for Parish Councils, the Community for whom the funds are intended and any future projects in the community. Members are concerned that you intend to introduce this without notice as it will affect budgets from April 2016. They are aware of the Principal Authority’s financial difficulties and that money is tight but Parish Councils need time to plan for the difficulties this proposal will create for them.

The Council understands that perhaps you need to reduce New Homes Bonus paid to Parish Councils but please do not take it away altogether.”

212. ACCOUNTS

(a) Payments made since the meeting of the Council held on 2 November 2015

RESOLVED: That

(1) the following payments be approved:

<u>Financial Year 2015/2016</u>	<u>£</u>	<u>Cheque No</u>
Hobbs Wildlife Services (Mole extermination)	85:00	102940
NWN Media Ltd (Newsletter delivery)	39:19	102941
Simon Shrubbs (Conservatory roof repair)	48:00	102942
Mrs S Hudspeth (Salary)	507:60	102943
Mrs S Hudspeth (Expenses)	57:84	102944
Mrs K Ford	68:94	102945
(Sundries on Remembrance Sunday)		
Vernon Institute (Small Hall rental)	120:00	102946
Mr JE Davies (Litter Picking)	70:00	102947
Saughall Friday Club	50:00	102948
(Contribution towards the cost of the Christmas Lunch)		

(b) Receipts

RESOLVED:

That the following receipt be noted:

Cheshire West and Chester Council’s New Homes Bonus payment of £13,855.

(c) Cash to Bank Reconciliation

RESOLVED:

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

213. BUDGET 2016/17

(a) Budget Provision 2016/17

The Council gave consideration to what new budget heads needed to be included in the 2016 Budget and agreed the following:

- Neighbourhood Plan
- Clerk's Pension
- Webcasting (Minute No. 215 refers)

The Council also considered that more funding needed to be allocated for:

- Members' Training
- More Christmas Lights
- Clerk's Expenses

The Council gave consideration to what budget heads could be removed from the 2016 Budget and agreed the following:

- Map Boards and Footpath Leaflets
- MUGA Equipment
- Election Charges

The Council also agreed that there should be one general Golden Jubilee Park budget head for everything associated with the Park.

The Council considered that it may need to take out another loan from the Public Works Loan Board.

RESOLVED:

That the budget proposals set out above be agreed.

(b) Budget Setting Arrangements

It was reported that the Budget Action Group (Chairman, Vice-Chair, Councillor A Bailey, the Clerk, and the Responsible Financial Officer) would meet in advance of the Council's Budget Meeting on Monday, 11 January 2016 to go over the figures.

It was proposed that a projector be made available so that the budget papers could be viewed on a screen. The Clerk made it clear that she was unable to borrow one.

The point was made that the Council needed to be mindful that it was facing 30% cuts.

RESOLVED:

That the report be noted.

214. PARISH PLAN REFRESH REPORT AND ACTION PLAN

RESOLVED:

That any revisions to the Action Plan be deferred until the next meeting.

215. PROPOSAL TO WEBCAST COUNCIL MEETINGS

Mr Damian Beaumont, Cheshire West and Chester Council's E-Communications Manager made a presentation to the Council on the merits of webcasting meetings and the interest from the public that this approach attracted.

It was noted that the webcasting of a one off (2 hour) meeting would cost approximately £290, three to four weeks' notice would be required if the Council wanted Cheshire West and Chester Council Officers to webcast a one off meeting and that agreeing pre-purchaser hours led to a discount of 40%. It was also noted that Frodsham Town Council had arranged for two meetings a month to be webcast and then archived for six months.

Members were impressed with the way the meeting documentation ran alongside the video.

RESOLVED:

That funding be included in the 2016 Parish Council Budget so that a webcasting trial can be undertaken in the New Year.

216. NEIGHBOURHOOD PLANNING

RESOLVED:

That this item of business be deferred for consideration at the next Council meeting scheduled for Monday, 4 January 2016.

217. ANNUAL REVIEW OF THE COUNCIL'S PROPOSED PROJECTS

RESOLVED:

That this item of business be deferred for consideration at the next Council meeting scheduled for Monday, 4 January 2016.

218. LOCAL COUNCIL AWARD SCHEME

RESOLVED:

That this item of business be deferred for consideration at the next Council meeting scheduled for Monday, 4 January 2016.

219. HIGHWAY ISSUES

RESOLVED:

That this item of business be deferred for consideration at the next Council meeting scheduled for Monday, 4 January 2016.

220. BUS SERVICE TO CHESTER

RESOLVED:

That this item of business be deferred for consideration at the next Council meeting scheduled for Monday, 4 January 2016.

221. SUSPENSION OF STANDING ORDERS

The Council noted the content of an email dated 16 December 2015 from Mr Tom Andrews, Senior Manager Sport and Development and Grants Manager at Sport England to Mr Brian Huxley, Chairman of the Saughall Cricket Club. Councillor Mrs K Ford proposed that Standing Orders be suspended in order that Mr Huxley could join in the discussion.

RESOLVED:

That the Council's Standing Orders be suspended for the following item of business so that Mr Brian Huxley can contribute to the discussion on attracting funding from Sport England to assist the project to construct the Saughall Community and Sports Pavilion.

222. GOLDEN JUBILEE PARK

(a) Application for Funding from Sport England

The Council noted that Mr Tom Andrews, Senior Manager Sport for Development and Grants Manager at Sport England considered that spending the insurance money from the fire to renovate the Saughall Uniformed Group's Headquarters was a waste of money. However, that decision had not been up to the Parish Council, the Saughall Cricket Club or the Saughall Community and Sports Pavilion Committee. The Saughall Uniformed Groups own Committee had made that decision in order to fill the void until the new build was available. The Council also noted that the whole situation now seemed to be surrounded in confusion.

Mr Brian Huxley informed that the Cricket Club, in order to attract funding, had to train and run junior teams. However, this was not possible because the Club did not currently have the appropriate changing facilities in place.

Councillor A Bailey reminded the Council that funding had already been provided for architectural services and for producing the plans and obtaining the planning consent. The project was now at a critical point and Members agreed that they wanted this new facility in the village and that it was definitely needed. It was considered that perhaps, now was the time

to take a fresh look at how to achieve this aim by accessing the external funding that was required and a meeting with representatives from all the interested parties was proposed. It was unclear whether setting up a charitable trust to take the project forward, drawing up a joint use agreement or some other option would be the best way to draw down funding.

It was noted that Mr Andrews seemed to be obsessed by the fire at the Saughall Uniformed Group's Headquarters and was asking a whole host of questions associated with it. The fire had no relevance to the funding application. The Uniformed Groups had pledged £20,000 towards funding the new build and this may increase but it was not the Council's nor the Saughall Community and Sports Pavilion Committee's decision to make.

RESOLVED: That

- (1) the Clerk be requested to arrange a meeting of representatives of the Council, the Saughall Cricket Club, the Saughall Uniformed Groups and the Saughall Community and Sports Pavilion Committee in order to agree how, if at all, the new build can be taken forward by accessing the external funding required; and
- (2) the Clerk be requested to respond to Mr Anderson's email to clarify the situation in respect of the Saughall Uniformed Group's Headquarters, informing him of who owns what and the reason why the Uniformed Group's Headquarters is coming to the end of its useful life i.e. the steel frame is bolted down to a concrete floor pan and the bolts will eventually corrode away.

Councillor Mrs J Knox left the meeting.

Standing Orders Back in Force

(b) Maintenance

- (i) Councillor Mrs JM Young had provided a detailed written report following the Field Committee's inspection of the Golden Jubilee Park carried out on 28 November 2015. This report was read out by Councillor Mrs K Ford.

Councillor H Jennings informed that he would repair the path pole.

RESOLVED:

That Councillor Mrs JM Young be thanked for her informative report.

- (ii) Tree Removal and Fence Repairs

The Council considered a quotation to repair the fence that had been damaged when a tree had been blown down on to it. It was agreed to leave the tree where it had fallen.

RESOLVED:

That the Clerk be requested to check the insurance policy regarding the excess payable and the quotation to repair the damage to the fence in the Golden Jubilee Park from Mr David Edwards in the sum of £750 be accepted.

(iii) Pond Clearance

The Council considered a quotation to clear the litter out of the ponds.

RESOLVED:

That the quotation to clear the rubbish out of both ponds in the Golden Jubilee Park from Mr David Edwards in the sum of £300 be accepted.

(iv) Drainage

RESOLVED:

That the drainage in the Park be regularly monitored.

(v) Litter

RESOLVED:

That the amount of litter in the Park be regularly monitored.

(vi) Rabbits and Moles

RESOLVED:

That the rabbit and mole situation in the Park be regularly monitored.

223. THE REPAIR AND MAINTENANCE OF PUBLIC FOOTPATHS AND RIGHTS OF WAY

RESOLVED:

That this item of business be deferred for consideration at the next Council meeting scheduled for Monday, 4 January 2016.

224. VILLAGE AESTHETICS

RESOLVED:

That these items of business be deferred for consideration at the next Council meeting scheduled for Monday, 4 January 2016.

225. HONORARY FREEMAN OR FREEWOMAN OF THE PARISH

RESOLVED:

That this item of business be deferred for consideration at the next Council meeting scheduled for Monday, 4 January 2016.

226. MEMBERS' TRAINING REQUIREMENTS

Councillor H Jennings reported that he would like to attend a Chairman 2 training event if possible during 2016.

227. MORRIS HOMES DEVELOPMENT

Mr Rob Early, Morris Homes Northern Design and Planning Director's response to the Clerk's email accepting his offer of £8,250 to upgrade the children's play equipment in the Golden Jubilee Park was read out. Mr Early had noted the Council's acceptance of the offer and informed that he would be in touch with the Clerk again, once the planning officer was satisfied.

RESOLVED:

That the report be received.

228. VILLAGE EVENTS

(a) Remembrance Sunday – 8 November 2015

Councillor Mrs K Ford thanked everyone who had helped with the Remembrance Sunday event and particularly Mrs Bailey for baking 'amazing' scones. The event had gone extremely well.

RESOLVED:

That the report be received.

(b) Christmas Lights Switch-On – 2 December 2015

Councillor Mrs K Ford informed that the event had gone well. The new Christmas Lights had been very well received and lots of people had made the request that additional ones be provided next year.

Councillor A Bailey informed that the Saughall Rotary Club made donations to local projects and it may be willing to part fund some additional Christmas Lights next year.

RESOLVED: That

(1) the reports be received; and

(2) the Council be requested to consider providing additional Christmas Lights next year at its next scheduled meeting of the Council on Monday, 4 June 2016.

229. REPORTS FROM COMMUNITY GROUPS

RESOLVED:

That reports from the Youth Club and the Vernon Institute Management Committee be deferred for consideration at the next meeting of the Council scheduled for Monday, 4 January 2016.

230. PARISH COUNCIL SURGERIES

(a) Parish Council Surgery

It was noted that a Parish Council Surgery had not been held since the last meeting of the Council.

(b) Date and Time of the Next Parish Council Surgery

The Council was reminded that Councillor A Bailey had already agreed to preside over the next Parish Council Surgery to be held at 10am on Saturday, 2 January 2016 at the Farmers' Market in the Vernon Institute on Church Road, Saughall and bring a report on its proceedings to the next meeting of the Council.

231. ATTENDANCE AT OUTSIDE MEETINGS

It was noted that Members had not attended any outside events since the last meeting of the Council on Monday, 2 November 2015.

232. FUNDING APPLICATIONS

It was reported that the Saughall Friday Club had requested the Council to contribute financially to the cost of its Christmas Lunch.

RESOLVED:

That a financial contribution of £50 be made towards the cost of the Saughall Friday Club's Christmas Lunch.

233. COMMUNICATIONS RECEIVED

No communications had been received.

234. CIRCULARS

No circulars had been received.