

MINUTES OF A MEETING OF SAUGHALL AND SHOTWICK PARK PARISH COUNCIL held on Monday, 4 April 2016 at the Vernon Institute, Church Road, Saughall.

PUBLIC SPEAKING TIME

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

Ms Sue Pownall of Lea-by-Backford Parish Council. She informed that people, who lived in her parish, were complaining about the state that the K's Nursery site had been allowed to get into. She enquired if the Council knew of any plans to re-develop this site.

Ms Pownall was informed that the Clerk would write to the landowner to try to ascertain the answers to her queries.

Ms Sue Pownall referred to the flooding problem on Long Lane and complained that Cheshire West and Chester Council had arranged for the standing water to be taken away in tankers and deposited in a ditch in the parish of Lea-by-Backford. Consequently, a front garden had been flooded due to this action.

Councillor Brian Crowe informed that those responsible for the actions complained off (contractors working for the Highways Authority) had been told that what they had done was 'bad form'.

It was noted that the flooding on Long Lane was an agenda item that would be discussed later in the meeting.

Ms Sue Pownall also asked whose responsibility it was to cut the hedge opposite the Egerton Arms on Hermitage Road as it was overgrown now and by summer, if it was not cut back, it would be dangerous to walk along that road.

Members informed that they would find out who was responsible for cutting back the hedge.

In attendance:

- Councillor A Bailey
- Councillor Ms M Collins
- Councillor Mrs K Ford
- Councillor Mrs J Knox
- Councillor Mrs JE Storrar
- Councillor A Warrington
- Councillor Mrs JM Young (Part)
- Councillor PP Young

Cheshire West and Chester Councillor Brian Crowe (Part)

64. APOLOGIES FOR ABSENCE

Apologies were received from:

Councillor H Jennings
Councillor Ms A Manning
Councillor Mrs J O'Malley
Councillor Mrs D Whitton
PCSO Lauren Davies

65. MEMBERS' CODE OF CONDUCT – DECLARATIONS OF INTEREST

Declarations of personal interest were received from Councillors A Bailey, Mrs JE Storrar, Mrs JM Young and A Warrington in respect of Item No. 6(b) – Saughall History Society – Start-Up Grant as they were all members of this society.

66. MINUTES

RESOLVED:

That subject to the following amendment the Minutes of the meetings of the Council held on 1 and 17 February 2016 be confirmed as a correct record:

Minute No. 44 – Japanese Knotweed – it was Mr and Mrs Holmes who intended to meet Chris Matheson MP not Councillor Mrs J Knox as stated in the Minutes.

67. PLANNING MATTERS

(a) Planning Applications

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

(i) 16/00534/FUL

Proposal: Single storey extensions to rear of property.

Location: 24 Lodge Lane, Saughall, Cheshire.

The details had been circulated to Members as the closing date for comments had been 9 March 2016.

(ii) 16/00822/FUL

Proposal: Rear single storey extension.

Location: 57 Hermitage Road, Saughall, Cheshire.

'No objections.'

(iii) 16/01138/FUL

Proposal: Single storey extension.

Location: 35 Darlington Crescent, Saughall, Cheshire.

'No objections.'

(b) Planning Decisions

RESOLVED:

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

(i) 15/03710/FUL

Proposal: Conversion of agricultural building to form 2 dwellings (Use Class C3).

Location: Land at Shotwick Lodge Farm, Lodge Lane, Saughall, Cheshire.

"Approval."

(ii) 15/00097/FUL

Proposal: Two storey side extension.

Location: 74 The Ridings, Saughall, Cheshire.

"Approval."

(iii) 16/00534/FUL

Proposal: Single storey extensions to rear of property.

Location: 24 Lodge Lane, Saughall, Cheshire.

"Approval."

(c) 122 Hermitage Road, Saughall

Councillor Brian Crowe informed that the Enforcement Officer had visited the property and taken photographs of the new build. It was considered to be in breach of planning regulations and further action was expected.

RESOLVED:

That the building work continue to be monitored and a response from the Enforcement Officer be awaited.

(d) Appeal Decisions

(i) Appeal Ref: APP/A0665/C/15/3121615

Little Creek Kennels, Kingswood Lane, Saughall

Decision:

The appeal was dismissed and the enforcement notice upheld with a variation.

Councillor Brian Crowe reported that the applicant had received permission to refurbish a building. However, instead he had knocked it down and started building it again. This was against Council regulations and so the applicant had lost his appeal.

Members queried the detail of the variation and the Clerk agreed to ascertain what it was and circulate the information.

{Following the meeting the Clerk informed that it was directed that the enforcement notice be varied by deleting 'three months' and substituting 'six months' as the time for compliance in para 6.}

- (ii) Appeal Ref: APP/A0665/Z/15/3136773
Starbucks Coffee, Parkgate Road, Saughall

Decision:

'That part of the appeal that relates to the two 9m high totem signs is dismissed. That part of the appeal that relates to one 340mm white halo wordmark; one 1600mm roundel; one 1500 mm totem; and one 3m high monument sign is allowed and express consent is granted for their display. The consent is for five years from the date of this decision and is subject to the five standard conditions set out in the Regulations.'

RESOLVED:

That the detail of the appeal decisions be noted.

68 POLICE/HOME WATCH

(a) PCSO's Report

PCSO Lauren Davies was not in attendance at the meeting but had submitted a written report which the Chairman read out.

The PCSO's report informed of:

- The theft of plastic electric fence Panels - Lodge lane - over a 4 week period.
- A suspicious incident on Park Avenue where an unknown person had been trying a door handle. A police patrol had attended at the time, and a search of the area had been made, with no trace of this person.
- Parking in the bus stop on Hermitage Road where it was prohibited and the action she was taking.
- The Horsewatch initiative.
- Village Speedwatch figures which were relatively low and the detail of the speeding operation to be carried out during April 2016.

Members noted that the detail of the Multi-Use Games Area (MUGA) incident was missing from the PCSO's report. The incident had been reported to the Police and the Chairman had been given an incident number.

RESOLVED: That

(1) PCSO Lauren Davies be thanked for her report; and

(2) the Clerk be requested to ask the PCSO why she had not included the MUGA incident in her report.

(b) Proposal to Procure a Speed Gun

RESOLVED:

That this item be deferred to the next meeting of the Council when hopefully PCSO Lauren Davies will be in attendance.

(c) Operation Shield

RESOLVED:

That this item be deferred to the next meeting of the Council when hopefully PCSO Lauren Davies will be in attendance.

(d) Police and Crime Commissioner's Meeting with Parish and Town Council Representatives

The meeting was held at 6:30pm on Tuesday, 9 February 2016 at the Community Centre, Fluin Lane, Frodsham, WA6 7QN.

The Council had received a note of the issues raised and actions taken from the last meeting held on 10 November 2015.

Members had been unable to attend this event.

(e) Cheshire Constabulary Rural Crime Conference – Monday, 29 February 2016 at Willington Hall

Councillor Mrs JM Young had attended the Conference and informed that it had been interesting but very similar to the conference held the previous year. The Police and Crime Commissioner had informed that there would be enough PCSOs to go round. There had been a discussion about the rural areas and it was reported that a comprehensive booklet was being put together.

RESOLVED:

That the report be noted.

(f) Home Watch

Councillor A Bailey referred to the very serious incident that had occurred on the MUGA. A crime had been committed – 'criminal damage with intent to endanger life'. It had been handled properly and weekly inspections would now be carried out.

RESOLVED:

That the report be noted.

(g) Saughall Neighbourhood Management Team

Councillor Mrs JM Young informed that arrangements were in hand for the Chester Half Marathon on 15 May 2016 and for the Summer Play Scheme.

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

Councillor Brian Crowe informed that the flooding on Long Lane had been ongoing for 20 years or more and, in that time, no improvements had been made. He was also aware of the flooding behind Greenway where the water was coming down from the fields and as the ditch was blocked, it was flowing into the gardens on Greenway.

Councillor Brian Crowe reported that both issues of flooding were complicated because of the work that was required as it needed to be carried out on private land. He proposed that the Clerk support him by writing to Mr Steve Robinson, Chief Executive, Cheshire West and Chester Council (copying in Chris Matheson MP) and referring to the previous correspondence with Rob Charnley, Principal Planning Enforcement Officer on the Morris Homes site in her letter.

It was noted that removing the standing water on Long Lane elsewhere would be costing the Principal Authority a considerable sum of money. This action itself has been the subject of complaints by those who lived near to where the water had been deposited.

Councillor Brian Crowe informed that it was his intention to speak to Mr Robinson about these issues this week and to also alert the relevant Portfolio Holder to the problems being encountered in the hope that a speedy and satisfactory resolution could be found.

Councillor Brian Crowe referred to the proposal to draw up a Neighbourhood Plan and to the recent meeting held between representatives of this Council and Tattenhall Parish Council. He informed that the difference between Saughall and Tattenhall was that Saughall was protected by washed over green belt whilst Tattenhall was not. He considered that preparing a Neighbourhood Plan would involve a considerable amount of effort in comparison to the benefits it would provide for Saughall.

Councillor Mrs JE Storrar drew Councillor Brian Crowe's attention to a hole with a clay drain at the bottom in Fiddlers Lane that was blocked with mud. She asked what was happening in respect of it. Councillor Crowe undertook to find out and pursue the matter.

Councillor A Bailey informed that the Council was holding in its bank account £5,750 of donations made towards the new Saughall Community and Sports

Pavilion, a project now on hold, which would now need to be returned to those who had donated it. He asked Councillor Brian Crowe for clarification regarding the £16,000 of his Cheshire West and Chester Member Budget funding that the Parish Council was holding for the Sports Pavilion. Councillor Crowe informed that he was content for the Council to hold onto the funding he had provided and which had been put into a designated fund, for the time being. He intended to spend the funding on community projects in the local area. He indicated that he would provide the Clerk with the necessary details when payments needed to be made so she could write out the cheques.

RESOLVED: That

- (1) Councillor Brian Crowe be thanked for his report; and
- (2) the Clerk be requested to support Councillor Brian Crowe by writing to Mr Steve Robinson, Chief Executive of Cheshire West and Chester Council about the flooding being experienced in Saughall and by sending a copy of her letter, for information, to Chris Matheson MP.

70. ACCOUNTS

(a) Annual Audit of Accounts

The 2015/16 Accounts had been prepared by the Responsible Financial Officer and were signed by the Chairman and the Clerk. The Council noted that the next step was to submit them to the Internal Auditor for his examination and report.

The Clerk took Members through Section 1 of the Annual Return for the year ended 31 March 2016 - the Annual Governance Statement - and it was acknowledged that it was the Council's responsibility to ensure that there was a sound system of internal controls in place, including the preparation of the accounting statements. The Clerk read out each accounting statement. Numbers 1 to 8 were agreed by the Council in the affirmative whilst Number 9 was agreed as being not applicable. This Section was now ready for the Chairman's and Clerk's signatures.

Section 2 of the Annual Return for the year ended 31 March 2016 – Council's Accounting Statements 2015/16 – had been prepared by the Responsible Financial Officer and was ready for the Chairman's signature.

RESOLVED: That

- (1) the progress made with the Council's 2015/16 Accounts be noted;
- (2) the completed Annual Governance Statement 2015/16 at Section 1 of the Annual Return for the year ended 31 March 2016 be approved and signed by the Chairman and the Clerk;
- (3) the completed Accounting Statements 2015/16 at Section 2 of the Annual Return for the year ended 31 March 2016 be approved and signed by the Responsible Financial Officer and the Chairman; and

(4) the 2015/16 Accounts be forwarded to the Internal Auditor for his examination and report.

(b) Saughall History Society – Start-Up Grant

RESOLVED:

That a start-up grant of £25 be paid for the Saughall History Society.

(c) Payments made since the meeting of the Council held on 1 February 2016

RESOLVED: That

(1) the following payments be approved:

| <u>Financial Year 2015/2016</u> | <u>£</u> | <u>Cheque No</u> |
|---|----------|------------------|
| Vernon Institute (Small Hall hire and lightning conductor repair) | 252:00 | 102963 |
| Cheshire Association of Local Councils (Effective Engagement of the Planning System) Councillors A Bailey, H Jennings & Ms A Manning) | 90:00 | 102964 |
| Modern Ironage Designs (Cheshire Fencing refurbishment and new gate) | 3,677:00 | 102965 |
| University of Chester (Newsletter printing) | 574:00 | 102966 |
| Mr DF Holman (Mileage taking Newsletters to Mold Standard)) | 6:82 | 102967 |
| Saughall History Society (Start-up grant) | 25:00 | 102968 |
| National Association of Local Councils (Registration Fee for Local Council Award Scheme) | 60:00 | 102969 |
| Mr JE Davies (Litter Picking) | 70:00 | 102970 |
| Mrs S Hudspeth (Salary) | 507:60 | 102971 |
| Bliss ((2 MUGA signs & 1 No Dogs sign) | 114:00 | 102972 |
| Mrs S Hudspeth (Expenses) | 100:60 | 102973 |
| Bliss (2 No Dogs signs) | 50:40 | 102974 |
| Pink Spaghetti Wilmslow (Home Watch logo) | 50:00 | 102975 |
| Mr JE Davies (Litter Picking – Living Wage (£7:20 per hour) from 1 April 2016) | 70:20 | 102976 |
| Mrs S Hudspeth (Salary) | 507:60 | 102977 |
| Mrs S Hudspeth (Expenses) | 30:00 | 102978 |
| Vernon Institute (Small Hall rental) | 60:00 | 102979 |
| Mrs K Ford (Cost of Data Controller Registration) | 35:00 | 102980 |
| Saughall Community and Sports Pavilion (Returning funds donated for a SCASP for distribution to those who had donated it) | 5,750:00 | 102981 |

(d) Receipts

A cheque for £96 had been received from Saughall Uniformed Groups since the last meeting of the Council. This was their peppercorn rent payment from 2009 to 2016.

RESOLVED:

That the cheque from Saughall Uniformed Groups in the sum of £96 be noted.

(e) Cash to Bank Reconciliation

RESOLVED:

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

(f) New Homes Bonus

The Council noted the content of a letter dated 26 February 2016 from Cheshire West and Chester Councillor David Armstrong which informed that the Parish Council would no longer receive a New Homes Bonus annual allocation.

RESOLVED:

That the content of the letter from Councillor David Armstrong be noted.

71. REGISTER OF DATA CONTROLLERS

The Council was informed that the Data Protection Act 1998 required every data controller (e.g. organisation, sole trader) who was processing personal information to register with the Information Commissioner's Office, unless they were exempt.

It was noted that in general it was enough to simply register the Council which the Clerk had done at a cost of £35 per annum. However, if individual Councillors were holding information about residents/members of the public which was not publically available then they would also need to be registered. A judgement needed to be made on which Councillors were holding information so that a decision could be made on who would register as data controller.

Councillor Mrs K Ford informed that as Chairman, she was handling personal data and as a consequence had already registered as a data controller. Councillor A Bailey, as a Home Watch Co-ordinator informed that he intended to register too.

The Clerk had drafted a Data Protection Policy for Members consideration.

RESOLVED: That

(1) the Council as a whole, the Chairman and the Home Watch Co-ordinator must register each year as data controllers at a total annual cost of £105 and this sum be factored into future Council Budgets;

(2) the Data Protection Policy drafted by the Clerk be adopted by the Council; and

- (3) the Clerk be requested to contact the Chief Executive of the Cheshire Association of Local Councils to enquire whether she was aware of any training for those Parish Councillors who handle personal information or if there is any guidance available specifically for Parish Councillors.

72. REVIEW OF THE COUNCIL'S STANDING ORDERS

The Council received a report on the proceedings of the Standing Orders Working Group's meeting which had been held immediately before this Council meeting. The Working Group proposed amendments in respect of Numbers 12(a), 33, 36 and 39 which were agreed.

Members had regard to the newly adopted Data Protection Policy (Minute No. 71 refers) and proposed that it be appended to the Standing Orders along with the Members' Code of Conduct. The Clerk reminded the Council that it had a number of adopted Policies and Procedures that it may wish to consider appending to the Standing Orders.

RESOLVED: That

- (1) the Clerk be requested to amend the Council's Standing Orders in the light of the agreed amendments, circulate the revised document to Members and post a copy on the Council's website;
- (2) the Members' Code of Conduct and the newly adopted Data Protection Policy be appended to the Standing Orders; and
- (3) the Standing Orders Working Group be requested to give consideration, at its next meeting, to which other of the Council's adopted policies and procedures etc. it would like to recommend to the Council be appended to the Standing Orders.

73. PROPOSAL TO PROVIDE A DEFIBRILLATOR(S) IN THE VILLAGE

Further to Minute No.39 the Clerk reported that in due course the Co-op planned to position a defibrillator in all of its stores including the one in Saughall. Consequently, the Council could provide one for the Vernon Institute and one for the Uniformed Groups' Headquarters.

It had also been drawn to the Clerk's attention that automated external defibrillators could be purchased at £500 + vat from the following website' <https://www.gov.uk/government/publications/automated-external-defibrillators-aeds-in-schools> as both venues were used by children carrying out various activities.

RESOLVED:

That the Clerk be requested pursue the procurement of the two defibrillators via this website and bring a progress report to the next meeting of the Council.

74. NEIGHBOURHOOD PLANNING

Members had met with Members of Tattenhall Parish Council on 23 February 2016 to learn more about what Neighbourhood Planning entailed and its benefits etc. as Tattenhall Members had been involved in successfully steering their Council through the Neighbourhood planning process.

Councillor A Bailey reported that he had been very impressed with Tattenhall Parish Council's organisational skills and the resources the Council had put into the process. It had taken a very professional approach to the Plan which had taken 3000 hours of voluntary work to complete.

Members noted that Saughall was in a good position as it was protected by the green belt. Unfortunately, Tattenhall had not been protected in this way and that was why its Parish Council had been so committed to drawing up its Neighbourhood Plan.

Members considered the benefits and rewards it would derive from drawing up a Neighbourhood Plan considering the amount of time and effort that would need to be put into such an initiative. They were also asked to consider who had time to dedicate to it, in the light of the other projects the Council intended to pursue.

RESOLVED: That

- (1) this Council will not enter into the Neighbourhood Planning process at this time; and
- (2) the Parish Plan and Action List be revisited and revised as necessary in the next Municipal Year.

75. LOCAL COUNCIL AWARD SCHEME

At the meeting of the Council held on 4 January 2016 a Working Group (Councillors A Bailey, Mrs K Ford, Ms M Collins, H Jennings and A Warrington) had been established to take the Local Council Award Scheme forward. (Minute No. 10 refers.)

Councillor Mrs K Ford reported that she had spoken to Ann Wright, Assistant Chief Officer at the Cheshire Association of Local Councils who had advised that the Council was in a good position to apply for the Quality Gold Award that would demonstrate that the Council was at the forefront of best practice and was achieving excellence in governance, community leadership and council development. Ms Wright had informed that it would not take much work for the Council to achieve this award but Members would need to work together.

However, it was noted that there was some conflict within the Council. Councillor Mrs K Ford proposed that an informal meeting of the Members present be held on the rise of this Council meeting to discuss the problem and try to find a way to resolve it.

RESOLVED:

That an informal meeting be held on the rise of this meeting so that Members can discuss the conflict within the Council and how it can be resolved, so that it is able to move forward and attain the Local Council Award Scheme's Quality Gold Award.

76 HIGHWAY ISSUES

(a) Speeding Traffic

Vehicles were still speeding through the village. Another assessment was to be carried out and the data was awaited from Mrs Kay Parry, Cheshire West and Chester Council's Principal Engineer - Place Operations.

(b) Parking on Grass Verges and Footpaths

Councillor Mrs K Ford was liaising with PCSO Lauren Davies to see if notices could be put on cars to deter motorists from parking on grass verges and footpaths in future.

(c) Drop Kerbs

Councillor Mrs J Knox reported that visitors to Wain Court were parking on the drop kerb by the Electricity Sub Station. She requested that this be reported to Sanctuary Housing and they be requested to ask them not to park there again.

RESOLVED:

That the Clerk be requested to drawn the problem of visitors to Wain Court parking on the drop kerb beside the Electricity Sub Station, to Sanctuary Housing's attention and to request that they ask the visitors not to park there in future.

(d) A Pedestrian Crossing for Hermitage Road

Cheshire West and Chester Council's Principal Engineer – Place Operations, Kay Parry had informed that in order to justify the provision of a pedestrian crossing she would need to carry out an assessment which measured the level of conflict between vehicles and pedestrians based on a count of both. The assessment would be carried out on Hermitage Road in the spring.

RESOLVED:

That the detail of the assessment be awaited.

77. JAPANESE KNOTWEED

Councillor Mrs J Knox informed that she would get in touch with Mr and Mrs Holmes to ask if there had been any progress and report back to a future meeting of the Council.

Councillor Mrs JE Storrar informed that there was also Japanese Knotweed growing in Kingswood Lane. The Clerk agreed to inform Councillor Brian Crowe of this.

RESOLVED:

That the Council continue monitor the situation.

78. BUS SERVICE TO CHESTER

Councillor Mrs K Ford reported that she had received confirmation that the Saughall Bus Service was to revert back to its previous schedule from May 2016. Cheshire West and Chester Council's Assistant Team Leader, Planning and Strategic Transport, John Ellis Jones had enquired whether the Council was able to help to publicise the changes.

RESOLVED: That

(1) the report be noted;

(2) the Council will publicise the Bus Service changes in its Newsletter and on its website; and

(3) the Saughall Bus Service continue to be monitored for the time being.

79. SAUGHALL CLEAN-UP DAY

The Council received reports on the recent village clean-up initiative.

Councillor Ms M Collins reported on the Clean-up Day arranged by the Saughall Rotary Club that had been held on 5 March 2016. Twenty bags of rubbish had been collected. There had been a setback as the rubbish collected had been taken to the tip in a trailer. However, those who had taken it had been refused admittance because they did not have an appropriate tipping permit.

Councillor Mrs JM Young informed that the School had helped with the clean-up operation on 4 March 2016. The children had been disgusted with the number of cigarette ends that had to be picked up.

Members agreed that those involved with the clean-up had done a wonderful job.

RESOLVED: That

- (1) the reports be received; and
- (2) the Clerk be requested to write to Mr Andrew Errington to thank him, his organisation and all who had been involved in the village clean-up for their marvellous efforts.

80. GOLDEN JUBILEE PARK

(a) Development and Funding Requirements

The Council considered its agenda and agreed that it no longer required (iv) Legal Advice - to be listed as it had decided not to go ahead with the Saughall Community and Sports Pavilion at the present time.

RESOLVED:

That the following items of business listed on the agenda be deferred to a special meeting of the Council to be arranged in due course:

- (i) Community and Sports Pavilion Planning Application
- (ii) Working Group
- (iii) Funding Opportunities that the Council is able to access
- (iv) Project to Develop the Park and Provide New Play Equipment

Following some public consultation on two draft Master Plans the Landscape Artist, Fiona Huyton had drawn up a revised Master Plan which the Council was asked to comment on.

Members considered the revised Master Plan and provided the following comments:

- Why is the children's play area being moved to the back of the MUGA?
- Please swap the play area and the boules court around.
- The planning approval for the Uniformed Groups HQ stipulated that there must be 33 car parking spaces but the plan shows only 28.
- There must be parking for the disabled.
- There must be a parking area in front of the Uniformed Groups' HQ for deliveries and to drop off disabled people.
- The access for the new pedestrian and cycle path is on a big bank so is not in an appropriate place.
- It is proposed that hedging be planted around the carpark. What is wrong with the newly refurbished Cheshire Railings? They must be retained.
- Regarding the Key – the building is to be referred to as the Uniformed Groups' HQ and Community Hall.

RESOLVED:

That the Clerk be requested to relay the comments listed above to the Landscape Artist and request her to revise the draft Master Plan, in the light of them, ready for further public consultation.

- (v) Proposal from Mr Paul Evans of Go Right Cycling to assist (by attracting external funding from Sport England) the provision of a new perimeter path around the Park for joint use of pedestrians and cyclists

RESOLVED:

That this item be kept as a standard item on the agenda until further notice.

(b) Maintenance

(i) Field Committee

Councillor Mrs JM Young reported on the proceedings of a recent meeting of the Field Committee. The following matters had been highlighted:

- The grass verge inside the Cheshire Railings (along Fiddlers Lane) had deep ruts in it. The Council had considered that the work required should be left until the redevelopment work was underway but the Field Committee disagreed.
- Work was desperately required in respect of the drainage in the car park.
- The area behind the MUGA parallel with Long Lane where the horse's hooves had left deep holes required attention. It would take a lot of time and effort to repair.
- The safety surfaces had not been cleaned.
- The signage was still not in place.
- The green benches near the fence had not been put on solid footings.
- The wooden gates mechanism still required repair but it had been noted that a new gate was on order
- The rubbish in the ditch was unsightly.
- There were still lots of litter in the hedgerows and it was suggested that the Litter Picker's hours be increased so that he could remedy this.
- There was evidence of dog fouling in the Park.
- Some of the new fence posts were loose in the ground and the pond had litter in it again.
- There was a query over whether the Cricket Club was to continue to cut the grass.

{However, the Clerk had emailed Mr Brian Huxley to clarify the situation on 19 February 2016 and he had thanked her for doing so on 20 February 2016}

Councillor Mrs K Ford informed that the drainage contractor who had been asked to provide a quotation for the drainage work required in the car park had not got back to her.

RESOLVED: That

- (1) the Field Committee be thanked for its work and dedication;
- (2) the content of the Field Committee's report be noted and the work proposed be agreed;
- (3) the Field Committee be invited to obtain quotations for the work required as detailed above;
- (4) in the light of the drainage issues in the car park and the need for an urgent remedy, it be agreed that quotes be obtained to buy and spread plainings over the mud in the car park; and
- (5) the work at (3) be commissioned and carried out if the quotes received are for £1000 or less.

(ii) Meeting with the Tree Warden

Councillor Mrs JM Young reported on the proceedings of a meeting that had been held with the Tree Warden. The following matters had been highlighted:

- The three trees by the roadside were fine.
- The mound in the car park needed grass seed scattering on it to stop the weeds from growing.
- In the top left hand corner of the Park there was a tree that required attention.
- The small pond required some bull rushes and saplings to be removed.
- There were eight saplings on the front edge of the large pond that needed to be removed. A clump of saplings to the left side needed attention and could be placed between other trees in the area.
- The small area to the right of the pond required attention.
- It was recommended that the mound between the two areas referred to above should be made into a bank and grass seed should be sewn on it.
- The orchard required pruning.
- The hedge along Fiddlers Lane needed to be cut back and thinned out and other species planted e.g. Hawthorne to improve the density.

The Council was recommended to ensure that the work required was carried out as soon as possible. Contractors had been contacted to provide the quotes required.

RESOLVED: That

(1) the Field Committee and the Tree Warden be thanked for their dedication and hard work; and

(2) the Field Committee be requested to obtain quotations for the work required.

81. VILLAGE EVENTS
- MUSIC IN THE PARK – SATURDAY, 11 JUNE 2016

Councillor Mrs JM Young informed that the organisers of the Music in the Park Event had made a successful funding application to Cheshire West and Chester Council to assist the event. They had received a grant for £500.

RESOLVED:

That the report be noted.

Councillor Mrs JM Young left the meeting.

82. PUBLIC FOOTPATHS, RIGHTS OF WAY AND ALLOTMENTS

RESOLVED:

That this item of work be deferred to the next meeting of the Council scheduled for 7pm on Monday, 9 May 2016.

83. VILLAGE AESTHETICS

RESOLVED:

That this item of business be deferred for consideration until the next meeting of the Council scheduled for 7pm on Monday, 9 May 2016.

84. HONORARY FREEMAN OR FREEWOMAN OF THE PARISH

RESOLVED:

That this item of business be deferred for consideration until the next meeting of the Council scheduled for 7pm on Monday, 9 May 2016.

85. MEMBERS' TRAINING REQUIREMENTS

RESOLVED:

That this item of business be deferred for consideration until the next meeting of the Council scheduled for 7pm on Monday, 9 May 2016.

86. HOUSING DEVELOPMENT

RESOLVED:

That this item of business be deferred for consideration until the next meeting of the Council scheduled for 7pm on Monday, 9 May 2016.

87. REPORTS FROM COMMUNITY GROUPS

The Clerk reported that Mr C Harman had informed that the further work needed to repair the lightening conductor would cost £362:68.

RESOLVED:

That Mr Harman be requested to arrange for the work on the lightening conductor to be carried out by the contractor who had provided the quotation.

88. PARISH COUNCIL SURGERIES

(a) Parish Council Surgery – 27 February 2016

RESOLVED:

That Councillor Ms A Manning's report on the proceedings of her Surgery be circulated via email to all Members of the Council for information.

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

RESOLVED:

That the next Parish Surgery be held at the Vernon Institute on Monday, 25 April 2016, on the same evening as the Annual Parish Meeting.

89. ATTENDANCE AT OUTSIDE MEETINGS

Councillor Mrs K Ford had attended the Local Government Association's Parish and Town Council Leadership Programme on Friday, 19 to Sunday, 21 February 2016 at Warwick Conferences, Coventry – at no cost to the Council. She had emailed her report to all Members.

90. COMMUNICATIONS RECEIVED

No communications had been received.

91. CIRCULARS

The following circular had been received:

- Cheshire Rural Touring Arts – Spring 2016.