

MINUTES OF THE MEETING OF SAUGHALL AND SHOTWICK PARK PARISH COUNCIL held on Monday, 13 June 2016 at the Vernon Institute, Church Road, Saughall.

In attendance: Councillor A Bailey
Councillor Ms M Collins
Councillor Mrs K Ford
Councillor H Jennings
Councillor Mrs J Knox
Councillor Ms A Manning
Councillor Mrs J O'Malley
Councillor Mrs JE Storrar
Councillor A Warrington
Councillor Mrs JM Young
Councillor PP Young

Cheshire West and Chester Councillor Brian Crowe (Part)
PCSO Lauren Davies (Part)

130. APOLOGIES FOR ABSENCE

All Members were in attendance at the meeting.

131. MEMBERS' CODE OF CONDUCT – DECLARATIONS OF INTEREST

No declarations of interest were received.

132. MINUTES

RESOLVED:

That subject to the following amendment, the Minutes of the meeting of the Council held on 9 May 2016 be confirmed as a correct record:

Minute No. 104 (a) delete Mrs J O'Malley.

133. CASUAL VACANCY ON THE COUNCIL

Only one parishioner had responded to the public notice and expressed an interest in being co-opted onto the Council and that was Mr B Kerr of 33 Greenway, Saughall. Initially, another parishioner had expressed an interest but had subsequently withdrawn it due to health issues etc.

RESOLVED:

That Mr B Kerr be co-opted onto the Council.

134. CHESHIRE WEST AND CHESTER COUNCIL (CWaC) – WARD COUNCILLOR'S REPORT

Councillor Brian Crowe presented his monthly report on matters that concerned Saughall as follows and responded to Members' questions as appropriate:

Pear Tree Farm Planning Application – 16/01489/FUL

Councillor Crowe was unsure if the proposal, if approved, would attract a Community Infrastructure Levy (CIL). It depended on whether Saughall was classed as being in the Chester Band or the Rural Band. He agreed to update the Council on this at its next meeting scheduled for Monday, 4 July 2016.

Flooding

Long Lane

Councillor Crowe reported that recent work to remedy the flooding on Long Lane had been successful but was a short term measure. Work on a permanent solution would commence in September 2016. The road would need to be closed whilst some of the work was carried out.

Willow Hey

Councillor Crowe informed that there was no progress to report on the serious drainage issue being experienced by residents who lived on the new housing development. This matter, despite the promise made, had not yet been discussed with the local farmer and Councillor Crowe asked the Clerk to write again to the Chief Executive of Cheshire West and Chester Council, Steve Robinson to request a progress report on what was being done to rectify the problem. The Parish Council had pointed out the existing serious drainage issues during the consultation process on the planning application, before the new development had been built but Cheshire West and Chester Council Officers had taken a different view. Unfortunately, the Parish Council had been proved right and it was now the principal authority's duty to put things right.

Rats

Councillor Crowe reported that a resident of Aspen Grove had experienced a rat problem which had now been dealt with.

Works at the bottom of Long Lane

Councillor Crowe agreed to ascertain exactly what work had been undertaken at the bottom of Long Lane and report back to the Council at its next meeting scheduled for Monday, 4 July 2016. He also agreed to request his Highways Department to tidy up the mess that had been left behind.

Fiddlers Lane

Councillor Crowe agreed to request his Highways Department to carry out works on the edges of the Lane as they were now crumbling away.

Weeds

Councillor Crowe agreed to ascertain whether Cheshire West and Chester Council would be carrying out weed spraying on the paths and kerbs in the village and report back to the Council at its next meeting scheduled for Monday, 4 July 2016.

RESOLVED:

That Councillor Brian Crowe be thanked for his report.

135. 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) 16/00357/FUL

Proposal: Erection of agricultural building.

Location: Pleasant View Farm, Shotwick-Frodsham Road, Shotwick Park, Chester.

“No objections.”

(b) Planning Decisions

RESOLVED:

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

(i) 16/00822/FUL

Proposal: Rear storey extension.

Location: 57 Hermitage Road, Saughall, Cheshire.

“Approval.”

(ii) 16/01703/FUL

Proposal: Detached garage.

Location: Fonley, Fiddlers Lane, Saughall, Cheshire.

“Approval.”

(c) 122 Hermitage Road, Saughall

It was noted that the Enforcement Officer has visited the site and found that the property was a temporary structure. As it had no foundations, according to the owners, it did not require Planning Permission.

The Enforcement Officer had requested further information from the owners who wanted to keep the structure for up to five years.

The Enforcement Officer also informed that the Planning Application should be submitted for temporary Planning Permission to retain the structure for that temporary period. If the owners did not do this he would consider taking formal Enforcement action.

Members believed that the structure did have foundations.

RESOLVED:

That Councillor Brian Crowe be requested to liaise with the Enforcement Officer, Keith Sharp and make a report to the next Council meeting scheduled for Monday, 4 July 2016.

(d) Appeal Decision

Appeal Ref: APP/A0665/C/15/3141131
Oakwood Farm, Parkgate Road, Woodbank

RESOLVED:

That it be noted that the Appeal had been dismissed.

136 POLICE/HOME WATCH

(a) PCSO's Report

PCSO Lauren Davies presented her monthly report on policing matters and anti-social behaviour in Saughall as follows and responded to Members' questions re parking issues and a dog being walked in the Park as appropriate:

There had been a number of break-ins, thefts from motor vehicles, burglaries and attempted burglaries and suspicious incidents in the village. There had also been two drive offs from the Red Ensign garage.

PCSO Davies informed that since the cross bar incident, Sergeant Graham Davis always checked the Multi-Use Games Area when he was in the village.

PCSO Davies told the Council that she was still on restrictive duties.

RESOLVED:

That PCSO Lauren Davies be thanked for her report.

(b) Proposal to Procure a Speed Gun

PCSO Davies set out the findings following the deployment of the Speed Indicator Device (SID) during the previous week. The SID would continue to be deployed periodically in the village.

PCSO Davies reported that Chris Burnham, West Cheshire's Roads Policing Liaison Officer had told her that he preferred local residents to use the SID and not try to procure Speed Guns. She did intend to arrange to borrow the Speed Gun from time to time.

RESOLVED:

That the report be noted.

(c) Operation Shield

There was no report available on this initiative because of the ongoing staffing issues.

(d) Home Watch

There were very few reports on incidents, possibly due to the time of year.

(e) Saughall Neighbourhood Management Team

Councillor Mrs JM Young informed that the Chester Half Marathon had been successfully managed through the village. Volunteers had been on hand to supply water and other forms of help. There had been a particular issue with a 53 seater coach which the stewards on traffic duty on Church Road had helped to turn around.

Councillor Mrs Young also informed that there had been a lot of interest in the Summer Play Scheme but the final numbers were not yet known. Members were all invited to help out. Anyone who was interested must inform the organisers in advance of the week (8 - 12 August 2016, from 9:30am – 4pm at a cost of £8 per day – age 7 – 11 years, 6 years with an older sibling.). The theme of the week was 'The Planets'.

RESOLVED:

That Councillor Mrs JM Young be thanked for her report.

137. ACCOUNTS

(a) Uniformed Groups' Headquarters

The Council noted the detail of an email exchange between Councillor Mrs JM Young and the Clerk and was asked to provide a definitive answer regarding the costs of booking rooms in respect of the 'Music in the Park' event and for meetings of the Field Committee.

Members, when the Council's Budget for 2016/17 was in the process of being set had agreed to not provide the Uniformed Groups with a lump sum of £500 for the year (which it had done previously) but would instead pay for meeting rooms in the Groups' Headquarters as and when they were required for meetings which involved the Council.

Councillor Mrs JM Young reported that those who were responsible for organising the 'Music in the Park' event and the Field Committee required a meeting room.

Members agreed that both the Field Committee and those who helped organise the 'Music in the Park' event did a good job and that the Council was very grateful for their help and commitment and they would continue to receive its support.

Councillor Mrs JM Young informed that the 'Music in the Park' event had been well attended and had gone very well despite the inclement weather which had forced it to finish earlier than planned. The accounts would be published in due course.

RESOLVED:

That this Council will pay the room hire charges when both the Field Committee and those who are responsible for organising the 'Music in the Park' event meet in the Uniformed Groups' Headquarters.

(b) Payments made since the meeting of the Council held on 9 May 2016

Councillor Brian Crowe informed that he would like the Clerk to make out two cheques. One for the Saughall Cricket Club, in the sum of £3,500 (To assist with the cost of a grass cutter and junior coaching) and the other for All Saints Parochial Church Council in the sum of £2,500 (To assist the car park resurfacing). This funding had been provided by Councillor Crowe and was currently being held in a restricted fund to facilitate the building of a Sports and Community Pavilion. This had been on the understanding that if the new build did not go ahead the funding would be reallocated by Councillor Crowe to other community initiatives in the village.

Councillor A Bailey reported that since 1945 Saughall had crowned a Rose Queen and there had been a procession through the village. However, since last year it had been necessary to close Church Road for twenty minutes for this event. The cost last year had been £300 but this year the quotation was for £540. As it was a village event he requested the Council to pay for the road closure.

RESOLVED: That

the following payments be approved:

<u>Financial Year 2016/2017</u>	<u>£</u>	<u>Cheque No</u>
Mrs S Hudspeth (Expenses)	91:51	103000
Mrs S Hudspeth (Salary)	520:59	103001
Mr JE Davies (Litter Picking)	72:00	103002
Mrs J Knox (VI Quiz Prize)	10:00	103003
Mrs K Ford (Flowers for 100 th Birthday)	25:16	103004
All Saints PCC (Cost of road closure for Rose Queen Parade)	540:00	103005
Vernon Institute (Repairs to lightning conductor)	435:22	103006
All Saints PCC (Car park resurfacing – from the restricted fund to facilitate the building of a Sports and Community Pavilion)	2,500:00	103007
Saughall Cricket Club (Grass cutter and junior coaching – from the restricted fund to facilitate the building of a Sports and Community Pavilion)	3,500:00	103008

(c) Receipts

RESOLVED

That the receipts be noted.

(d) Cash to Bank Reconciliation

RESOLVED:

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

(e) 2016 – 2018 National Salary Award

The Council received the details of the National Salary Award provided by the National Association of Local Councils and the Society of Local Council Clerks.

RESOLVED:

That the details of the National Salary Award from 2016 – 2018 provided by the National Association of Local Councils and the Society of Local Council Clerks be noted.

(f) Christmas Lights

At the Council meeting held on 7 December 2015 it was agreed:

‘That 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.’ (Minute No. 228(b) refers.)

It was noted that the Council had agreed to provide more Christmas Lights if it could attract match funding for it and had included funding in its 2016/17 Budget for this purpose. Unfortunately, it had not been possible to obtain match funding despite best endeavours.

RESOLVED:

That the situation regarding the Christmas Light initiative be noted.

138. PROPOSAL TO PROVIDE A DEFIBRILLATOR IN THE VILLAGE

Further to Minute No. 112 of the last meeting of the Council, Councillor Mrs K Ford reported that she had been into school and spoken to one of the teachers about submitting bids for the two defibrillators required at the identified locations - the Vernon Institute and the Uniformed Groups’ Headquarters. However, she was still awaiting a response from the Head Teacher. Councillor Mrs Ford informed that she had an appointment to see the Head Teacher and would report the outcome to the next meeting of the Council.

RESOLVED:

That a further report from Councillor Mrs K Ford be received at the next meeting of the Council scheduled for Monday, 4 July 2016.

139. LOCAL COUNCIL AWARD SCHEME

It was reported that the Working Group had not yet met but would meet soon.

RESOLVED:

That the Local Council Award Scheme be included on the agenda for the Council meeting scheduled for 4 July 2016 when the Working Group would be in the position to provide a report.

140. CO-OP STORE - PETITION TO BRING BACK THE ORIGINAL LARGE POST BOX

The Council was concerned that the pillar box located at the Co-op Store on Church Road had been replaced by a smaller inferior type post box, following the shop’s recent refit. This had been allowed to happen despite the original pillar box being included in the planning application approved by the Planning Authority.

RESOLVED:

That the Clerk be requested to write to the post office to ask for the pillar box to be reinstated in accordance with the planning approval and to arrange a meeting with an appropriate officer to discuss why this had not happened yet.

141. ITEMS DEFERRED

The Chairman informed that she was deferring the following items for consideration at the next meeting of the Council scheduled for Monday, 4 July 2016 to allow sufficient time for the Golden Jubilee Park matters to be discussed in detail so that progress could be made:

- Members' Training Requirements
- Housing Development
- Parish Council Surgeries
- Attendance at Meetings of Outside Bodies
- Communications Received
- Circulars

142. GOLDEN JUBILEE PARK

(a) The Community and Sports Pavilion Planning Application

The Council discussed in detail whether or not to submit another planning application for the Community and Sports Pavilion as the last approval had now lapsed. It also considered drawing up plans for a smaller alternative project instead. This was because concerns had been raised over the cost of the proposed Pavilion that had previously achieved planning consent and over how the build could be funded and maintained. It was accepted that attracting external funding for new facilities was difficult and an issue for the Council but would be easier for a registered charity.

The Council deliberated at length over funding opportunities, who could apply for external funding and who was most likely to be successful, what facilities were most needed, how they could be provided and joint use arrangements. The possibility of a leasing arrangement was also discussed.

Councillor A Bailey informed the Council that key members of the former Saughall Community and Sports Pavilion Committee, who had been leading the project, would not be willing to be involved in an alternative project because they felt let down by the Council and considered that they had wasted three years of their lives on the failed initiative.

Members considered whether a leasing arrangement with a community group could be the answer to the problem, whether a smaller project to only providing changing and showering facilities (which were required by the Cricket Club for their Junior Teams) might find favour and if this could be the subject of negotiation with the Saughall Uniformed Groups who already, with the Council's agreement, had a temporary Headquarters building located in the Golden Jubilee Park.

It was agreed that changing and showering facilities would be more affordable than a purpose built Community and Sports Pavilion and may be achievable if good will could be fostered and positive and successful negotiations could be held between the Council and the Saughall Uniformed Groups.

RESOLVED: That

- (1) no planning application be submitted at the present time;
- (2) Councillors Mrs K Ford and A Warrington be requested to seek a meeting with the Saughall Uniformed Groups in order to discuss options and attempt to open negotiations to provide much needed facilities in the Golden Jubilee Park; and
- (3) Councillors Mrs K Ford and A Warrington be requested to report back to the Council on the proceedings of the meeting at (2) in due course.

(b) Upton Pavilion Visit

It was noted that the visit to Upton to see the new Sports Pavilion had gone well.

(c) Project to Develop the Park and Provide New Play Equipment – Consultation Update

The Council received copies of the responses to the ongoing consultation exercise on the redevelopment of the Golden Jubilee Park. These included some interesting proposals submitted by members of the All Saints C of E Primary Schools' School Council and some from village Groups collected by Councillor Mrs JM Young. Mr Richard Nicholas a Director of a company who specialised in drainage and flood risk had also responded to the consultation specifically in relation to the car park and drainage. The revised Master Plan and recent correspondence with the Landscape Architect, Fiona Huyton was also provided for completeness and for Members information.

The Council was asked to agree an end date for the consultation exercise. To assist this decision it was noted that:

The deadlines for Landfill funding which could be an option to help finance the play improvements were:

- WREN 2016 funding dates: 8 June or 28 September.
- Veolia 2016 funding dates: 27 May or 26 August.

Members noted that the site was within the location boundaries for both funding streams.

RESOLVED: That

- (1) all consultation responses received so far be noted and forwarded to the Council's Landscape Architect so that she can take account of them in her redevelopment proposals for the Golden Jubilee Park;
- (2) the Clerk be requested to write to Members of the Schools' Council to thank them for their responses to the consultation;
- (3) Councillor Mrs JM Young be thanked for the consultations that she has carried out with local groups of which she is a member; and
- (4) it be agreed that the consultation exercise will end on 4 July 2016 and the Clerk be requested to include this cut-off date for receipt of consultation responses on the Council's website accordingly.

(d) Joint Use Agreement

RESOLVED:

That this item of business be deferred for the time being.

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

RESOLVED:

That this item of business be kept on the agenda.

(f) Maintenance

(i) Field Committee

Councillor Mrs JM Young reported on the proceedings of the Field Committee which had taken place on Wednesday, 4 May 2016. Issues raised included:

- Cow slips had been planted and pointed out to the Cricket Club.
- The Zoo 'Safe Places for Local Wildlife' Project was going well and an area had been designated for this purpose.
- There were some hedging problems.
- Asking the Clerk to make an application for some hawthorn, silver birch and dog rose saplings.
- Dog dirt was a problem but always featured in the Parish Council Newsletter.
- It was proposed that a five year plan approach be adopted in respect of the hedges, ditches and the ponds.
- The Multi-Use Games Area sign had been defaced.
- The safety surfaces required urgent attention, weed killer, removal etc. The Field Committee would obtain quotes.

- There was a proposal for a Facebook Page to be started to inform people of the work being carried out.
- Quotations had been requested for the work recommended by the Tree Warden previously.
- Outstanding work (some of which was the subject of consultation with local residents) included grass verge ruts, green benches, wooden gate, rubbish in ditch and litter in hedgerows.
- Future Work – When the hedges were cut in the autumn they would need to be cut very close to the centre and growth needed to be encouraged so they would thicken out. There were some holes in the hedges which would need to be addressed.

RESOLVED:

That the report of the Field Committee be received and the work/proposals identified therein be agreed.

(ii) 'Safe Places for Local Wildlife' Project'

The Council considered emails and photographs from Ms S Harris. The Council's permission was sought in respect of an identified area in the Golden Jubilee Park that it was proposed be designated for the project's use.

RESOLVED:

That the area the Golden Jubilee Park identified in the photograph provided be designated for this fantastic 'Safe Places for Local Wildlife' Project'.

(iii) Multi-Use Games Area – Weekly Inspections

Mr A Dymond of Morral Play Services Ltd had informed that he was able to provide an appropriate half day training session for Members at a cost of £249:95 + Vat. The Clerk has asked him to supply possible dates for an early evening session.

Councillor Mrs K Ford informed that the Multi-Use Games Area (MUGA) Contractor was unable to provide training on how to inspect and check the MUGA.

RESOLVED:

That Councillor A Warrington be requested to undergo the necessary training by Mr Dymond in order to be able to confidently carry out weekly inspections of the MUGA.

(iv) The Quarterly Play Equipment Inspection Report – 31 March 2016

The Council had regard to the Quarterly Play Equipment Inspection Report and noted its content. Members noted that the Inspector

wanted to know whether the Council wanted him to carry out three or four inspections per annum.

Some of the equipment inspected required attention and this constituted a risk. However, the Council was unsure which, if any of its play equipment, it would be keeping as there were plans for redevelopment and refurbishment.

RESOLVED: That

- (1) the content of the Quarterly Play Inspection Report – 31 March 2016 be noted;
- (2) the Clerk be requested to ask Massey and Harris to visit the Golden Jubilee Park to repair the Aerial Runway (connecting chain and fixing point are rusting/corroding internally (seat)) as soon as possible; and
- (3) the Clerk be requested to contact the Landscape Artist (Fiona Huyton), provide her with the latest Play Equipment Inspection Report for the Golden Jubilee Park and ask her which play equipment she considers can be retain so that the Council can make a decision on what to repair and what not to repair depending on whether it will or will not be required in the future.

(v) Drainage Work carried out in the Car Park

Councillor Mrs JM Young informed that the drainage work recently carried out seemed to have remedied the situation in the car park.

RESOLVED: That

- (1) the report be noted; and
- (2) the drainage situation in the car park be periodically reviewed.

143. REPORTS FROM COMMUNITY GROUPS

(a) Vernon Institute Management Committee

Councillor Mrs J Knox reported the following items of interest:

- Peter the Caretaker was to attend a Fire Marshalls course on 15 June 2016.
- The lightening conductor had been repaired at a cost at a cost of £435.00.
- Bob Salisbury's quiz night had gone well and £403.00 had been raised which would be split 50-50 between the Vernon Institute and the Table Tennis Club.

RESOLVED:

That Councillor Mrs J Knox be thanked for her report.