

MINUTES OF THE MEETING OF SAUGHALL AND SHOTWICK PARK PARISH COUNCIL held on Monday, 5 December 2016 at the Vernon Institute, Church Road, Saughall.

In attendance: Councillor A Bailey  
Councillor H Jennings  
Councillor B Kerr  
Councillor Mrs J Knox  
Councillor Ms A Manning  
Councillors Mrs J O'Malley  
Councillor Mrs JE Storrar  
Councillor Mrs JM Young  
Councillor PP Young (in the Chair)

Cheshire West and Chester Councillor Brian Crowe (Part)

286. ELECTION OF CHAIRMAN

RESOLVED: That

- (1) Councillor A Warrington be elected Chairman of the Council for the remainder of the Municipal Year; and
- (2) Councillor PP Young be elected Vice-Chairman of the Council for the remainder of the Municipal Year.

287. CHAIRMAN'S DECLARATION OF OFFICE

RESOLVED:

This item of business be deferred until the next meeting of the Council scheduled for Monday, 9 January 2017 when the Chairman will be in attendance to sign his declaration.

288. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor A Warrington and PCSO Wendy Leason.

289. MEMBERS' CODE OF CONDUCT – DECLARATIONS OF INTEREST

No declarations of interest were received.

290. MINUTES

The Clerk informed the Council that she had not been consulted by the previous Chairman and had been surprised at the last meeting held on Monday, 7 November 2016 when she had informed that the Council would be considering an item of urgent business and would be excluding the press, public and the Clerk before it did so.

The Clerk provided the following advice:

There was a legal requirement that an item must be specifically placed on a parish council agenda for discussion. A parish council could not lawfully make a decision unless a matter had been clearly identified on an agenda, issued with the required notice of at least three clear working days.

The law made no provision for dealing with “urgent” business. If it was “urgent” only because it was not notified in time to appear on the agenda, it should be left until the next meeting. If it was genuinely “urgent”, that was it was too late for the agenda and it would be too late for action if left until the next ordinary Council meeting then an additional meeting should be called or the Council could have a regular arrangement in place for the reference of such matters, either to a Committee or to the Clerk for action. It was contrary to local government law for the Chairman or any other single Member to take a decision binding the Council.

The Clerk then referred to Minute No.285 – Parish Council Employees – and to the Council’s resolution ‘That employment practices be considered at an informal meeting.’ The Clerk informed that by definition, there was no such thing as an informal meeting. Councillors had to be legally summoned to a meeting. At the meeting that had been held, there had been no business to be transacted as there had been no agenda and no minutes. This approach was totally inappropriate and residents may well believe that consequently, decisions were being made behind closed doors to spend tax payer’s money. Such action could only bring the Council into disrepute!

RESOLVED: That

- (1) the Clerk’s advice be noted; and
- (2) the Minutes of the meeting of the Council held on 7 November 2016 be confirmed as a correct record.

#### 291. CASUAL VACANCY ON THE COUNCIL

The Clerk reported that on 21 November 2016, Mrs K Ford had resigned from the Council citing personal reasons. The Clerk had consequently declared a casual vacancy and notices had been posted on the Council’s website and on village notice boards.

The Clerk informed that she would know on 12 December 2016 if an election had been called.

RESOLVED: That

- (1) Mrs K Ford’s resignation from the Council be accepted; and
- (2) the Clerk be requested to write to Mrs K Ford thanking her for all the work she had carried out whilst a Member of the Council and wishing her well for the future.

292. MEMBERS' REPRESENTATION

RESOLVED: That

- (1) the Budget Action Group's membership be reaffirmed as the Chairman, Vice-Chairman and Councillor A Bailey; and
- (2) the filling of the other vacancies that have arisen as a result of Mrs Ford's resignation be deferred until the next meeting of the Council scheduled for Monday, 9 January 2017.

293. 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) 16/04653/FUL

Proposal: Erection of agricultural building.

Location: Wynstead, Parkgate Road, Saughall.

'No objections.'

(ii) 16/049531/FUL

Proposal: Change of use to incorporate domestic curtilage to construction of a 40 x 20 ménage with block built stables and tack room.

Location: Kingswood Lodge, Kingswood Lane, Saughall.

'No objections.'

(b) Planning Decisions

There were no planning decisions to report.

(c) 122 Hermitage Road, Saughall

The Enforcement Officer, Keith Sharp had informed the Clerk that he would be taking enforcement action as he had not received a planning application.

RESOLVED:

That this situation be monitored.

- (d) Sanctuary Housing – Garage Site, off Church Road, Saughall – Affordable Housing Scheme

RESOLVED:

That this proposal be kept under review.

- (e) Cheshire West and Chester Council's Planning Policy Update

RESOLVED:

That the contents of the Planning Policy Update be noted.

- (f) Cheshire West and Chester Council Planning Update – Free Information Evening on Monday, 30 January 2017 from 6:30pm-9pm at Cheshire View, Plough Lane, Christleton, Chester. CH3 7PT

Councillor Brian Crowe informed that he would seek clarity on shorter timescales being allowed for parish councils' comments on planning applications.

RESOLVED:

That Councillors Alan Bailey, Mrs JE Storrar and Mrs JM Young be requested to attend this event and report back on its proceedings at the next meeting of the Council scheduled for Monday, 9 January 2017.

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

Councillor Brian Crowe reported on the following issues of interest to the Council as follows:

- The drainage on Long Lane had been solved but motorists were now speeding on the new surface.
- The flooding issue on Fiddlers Lane by the Uniformed Groups' Headquarters. Fiddlers Lane was being assessed for damage and pot holes.
- No progress was being made in relation to the flooding issue at Willow Hey. Welsh Water was refusing to take the water from the fields. Councillor Crowe proposed that the Clerk write to Gerald Meehan, the new Chief Executive of Cheshire West and Chester Council to highlight the history of the site. She should inform him that his Council had benefited from the sale of the land and through Council Tax collected from those people living in the new development and that the problem of the dry ditch had previously been registered with the previous Chief Executive, Steve Robinson.
- There were some faulty street lights in Saughall but Councillor Crowe was on top of them all.
- The planning application for Pear Tree Farm had been withdrawn.
- CWaC had no flower tubs to give away but Kay Parry, Principal Engineer - Place Operations had a contact who would sell the Parish Council some flower tubs.

- The days when Cheshire West and Chester Council provided free grit had gone but he would look into whether grit bins could be filled to prevent accidents.
- Bus Service issues (Service 15/15A Chester – Saughall) and it was noted that from 2 January 2017 buses from Chester Town Hall to Saughall would run on the hour and half hour. The reason for this was that the operator was not carrying sufficient passengers to sustain the current 20 minute service. People should be encouraged to use the buses otherwise they would lose the service. Also, people who were eligible should be encouraged to obtain their free bus passes.

RESOLVED: That

- (1) Councillor Brian Crowe be thanked for his report;
- (2) the Clerk be requested to write to Cheshire West and Chester Council's new Chief Executive about the flooding problem in Willow Hey along the lines Councillor Crowe had suggested as set out above; and
- (3) Members be requested to encourage residents to use the bus service and apply for bus passes if they were eligible.

#### 296. POLICE/HOME WATCH

##### (a) PCSO's Report

RESOLVED:

That the PCSO's report be deferred until the next meeting of the Council scheduled for Monday, 9 January 2017 when hopefully PCSO Wendy Leason will be in attendance.

##### (b) Operation Shield

Councillor A Bailey informed that he would provide a full report at the next Council meeting scheduled for Monday, 9 January 2017. He also intended to advertise Operation Shield with PCSO Wendy Leason at the Christmas Lights Switch-on event being held on Wednesday, 7 December 2016 in the Vernon Institute.

RESOLVED:

That the report be received

##### (c) Home Watch

Councillor A Bailey informed that he had spoken to PCSO Wendy Leason regarding some anti-social behaviour that had occurred in the village and she was in the process of dealing with it.

RESOLVED:

That the report be received.

(d) Saughall Neighbourhood Management Team

Councillor Mrs JM Young informed that the Team would monitor the car park at the Vernon Institute during the Christmas Lights Switch-On event on Wednesday, 7 December 2016.

The Team had arranged a quiz night on 9 December 2016 and the proceeds would assist the Summer Play Scheme.

RESOLVED:

That Councillor Mrs JM Young be thanked for her report.

297. VIRGIN MEDIA ULTRAFAST BROADBAND EXPANSION INTO THE SAUGHALL AREA

Virgin Media's Project Manager, Paul Hartley who was responsible for expanding Virgin Media Broadband and TV into Saughall, had accepted an invitation to attend the meeting to explain the rollout and technology etc.

Mr Hartley informed that 45,000 homes and businesses in Chester would gain access to it's 'up to' 300Mbps broadband and TV bundles which were part of its on-going £3bn Project Lighting network expansion. Tens of thousands of homes and businesses in and around Chester would soon have access to the fastest broadband.

The roll-out in Chester was due to begin during February 2017 and one of the first areas to benefit would be Saughall. The route for the cabling was from the A41 through Mollington and along Fiddlers Lane to Saughall. Street furniture would be put up at the junction of Long Lane and Church Road. Mr Hartley hoped that it would not mean a full road closure for Fiddlers Lane. Virgin Media would reinstate the road surface and any surface put down would be guaranteed for two years.

Currently, Virgin Media was liaising with the Highway Authority about the work to be carried out and once the Authority was happy with the approach that would be adopted, there would be a media campaign.

Members were able to ask Mr Hartley a number of questions which he answered as appropriate.

RESOLVED: That

- (1) the details of the effects of the Broadband roll out in Saughall be noted; and
- (2) Mr Paul Hartley, Virgin Media's Project Manager be thanked for his presentation and attendance at the meeting.

298. THE REVISED COUNCIL BUSINESS PLAN AND ACTION PLAN

Councillor A Bailey informed that the Business Plan Action Group had spent a considerable amount of time reviewing and revising the Council's Business Plan and Action Plan and had incorporated an Executive Summary at the front of the Business Plan. He requested that Members take the time to go through the documents, let him have any amendments and indicate whether or not they were happy with the priorities that had been identified. He would then make further changes to the revised Business Plan and Action Plan and it would then be included on the agenda for the next meeting of the Council scheduled for Monday, 9 January 2017.

RESOLVED:

That further revisions be carried out by Members and an updated Council Business Plan and Action Plan be presented to the next meeting of the Council scheduled for Monday, 9 January 2017 for adoption or otherwise.

299. ACCOUNTS

(a) Payments made since the meeting of the Council held on 7 November 2016

RESOLVED:

That the following payments be approved:

<u>Financial Year 2016/2017</u>	<u>£</u>	<u>Cheque No</u>
Marisa Salvi (From Cllr B Crowe's funding)	250:00	103063
Saughall Uniformed Groups (SUGS) (Newsletter delivery)	40:00	103064
The Christmas Decorators (Lights put up)	1,761:60	103065
Saughall Pre School (Grant for Apple Day event)	50:00	103066
Mrs S Hudspeth (Salary)	494:58	103067
Mrs S Hudspeth (Expenses)	88:39	103068
Mr JE Davies (Litter Picking)	72:00	103069

(b) Receipts

RESOLVED

That it be noted that £104 had been received from the Co-op Store towards the cost of a litter bin.

(c) Cash to Bank Reconciliation

RESOLVED:

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

(d) Chairman's Allowance

RESOLVED:

That any decision on this item of business be deferred to the next meeting of the Council scheduled for Monday, 9 January 2017.

(e) Revised Bank Mandate – Cheque Signatories

As Mrs K Ford had resigned from the Council it was necessary to revise the Council's Bank Mandate and adjust the cheque signatories. The Clerk proposed that Mrs K Ford be removed and replaced by the Chairman and she should also become a signatory again. Therefore, the signatories would be Councillors A Bailey, H Jennings, Mrs JE Storrar, A Warrington and Mrs JM Young along with the Clerk, Mrs S Hudspeth.

RESOLVED:

That a new Bank Mandate be completed and the signatories be:

Councillors A Bailey, H Jennings, Mrs JE Storrar, A Warrington and Mrs JM Young along with the Clerk, Mrs S Hudspeth.

300. BUDGET 2017/18

(a) Budget Provision 2017/18

The Council gave initial consideration to its Budget for 2017/18 and noted that it would not be making the £11,980 annual contribution to the PCSO so that budget head would not be required. This could help to reduce the Parish Precept or alternatively £11,980 could be reinvested in some other way.

It was noted that budgetary provision would be required for the Christmas Lights in 2017/18 as the Council had entered into a three year contract to provide them with The Christmas Decorators.

Councillor H Jennings provided a brief outline of a proposed project in partnership with the Greyhound Inn which would involve social inclusion initiatives. It was noted that funding for such a project, if agreed, could come from the Council's Community Action/Facilities Fund.

(b) Budget Setting Arrangements

The Budget Action Group (Chairman, Vice-Chair, Councillor A Bailey, Clerk, and Responsible Financial Officer) were requested to meet well in advance of the Council's Budget Meeting on Monday, 16 January 2017 to go over the figures.

RESOLVED:

That the Clerk be requested to canvass a date for the meeting which would hopefully be held between Christmas and New Year.

- (c) Cheshire West and Chester Council's Consultation on possible changes to the Special Expenses Scheme which addresses the issue of double taxation.

The Clerk reported that she had received a letter dated 3 November 2016 from Cheshire West and Chester Council's Director of Finance, Mark Winn. He informed that his Council had launched a consultation on possible changes to the Special Expenses scheme which addressed the issue of double taxation in the borough in relation to three functions – maintenance of open access play spaces, Christmas lighting and Police Community Support Officers.

The consultation would remain open for ten weeks until 11 January 2017. It was available on the Consultations page of Cheshire West and Chester Council's website –

[http://inside.cheshirewestandchester.gov.uk/get\\_involved/consultations/special\\_expenses\\_consultation](http://inside.cheshirewestandchester.gov.uk/get_involved/consultations/special_expenses_consultation).

The survey could be completed and submitted online; alternatively, there was a version that could be printed and then returned via post or email.

Mr Winn wanted to obtain a good range of views from residents across the borough to inform the final decision on changes to the Scheme. He hoped that local parish councillors could raise awareness of the consultation in their local area.

The results of the consultation would be reported to the Principal Authority's Cabinet on 1 February 2017. The final decision on the 2017/18 Special Expenses Scheme would be made on 23 February 2017.

RESOLVED:

That the Clerk be requested to respond to the consultation exercise as follows:

'This Parish Council supports the existing Special Expenses arrangement as it is Cheshire West and Chester Council's way of addressing double taxation. To withdraw it would be unfair to residents in parished areas.'

- (d) Council Tax Reduction Scheme

The Clerk reported that she had received a letter dated 1 December 2016 from Cheshire West and Chester Councillor David Armstrong, Portfolio Holder for Legal & Finance. He informed that since the introduction of the localised Council Tax Reduction Scheme (CTRS) in April 2013, Cheshire

West and Chester Council (“the Council”) had paid a grant annually to Saughall and Shotwick Park Parish Council to reflect the resulting reduction in the council tax base that year. The payment of this grant to local town and parish councils was entirely voluntary and he was aware that many councils across the country did not make these payments.

The Council initially received additional core funding from central government as part of its Revenue Support Grant (RSG) to cover the cost of this for town and parish councils and Cheshire West and Chester Council itself but that funding from central government had been reduced year on year since then. Earlier this month, central government had confirmed the Council’s grant settlement for the next three years and the Council’s RSG allocation would be cut significantly every year before ceasing entirely in 2020/21.

The Council’s policy to date had been to amend the grant annually in line with changes to its core funding received from central government. The likelihood of future grant reductions had been confirmed to all town and parish councils in last December’s parish precept correspondence. If the Parish Council’s grant was to be reduced in line with the annual reductions in RSG that the Council was receiving, Saughall and Shotwick Park Parish Council’s annual payments for the next 4 years would be as follows:

<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2012/21</b>
£2,576	£1,509	£440	£0

Councillor Armstrong also informed that in recognition of the severity of these cuts from central government and to give local councils time to plan ahead, the Council would phase the grant reductions more gradually over the next three years before the grant ended in 2020/21. Based on this, Saughall and Shotwick Park Parish Council’s annual payments for the next four years would be as follows:

<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2012/21</b>
£3,189	£2,126	£1,063	£0

RESOLVED:

That the details in respect of Cheshire West and Chester Council’s Council Tax Reduction Scheme Grant be noted.

### 301. COUNCIL EMAIL HOSTING SERVICE

The Clerk reported that Cheshire West and Chester Council had given notice that it would be withdrawing its email hosting service, including DNS records for the Saughall.gov.uk domain on 11 January 2017.

Members discussed alternative hosting arrangements that could be put in place and the Clerk informed that Daisy Communication Ltd, who hosted the

Council's website, had informed that it would host the email service at a cost of £40 per annum.

RESOLVED:

That the Clerk be authorised to make suitable arrangements for Council email hosting and the DNS services.

### 302. VILLAGE AMENITIES AND AESTHETICS

#### (a) Amenities

- Closure Threat to Saughall Pharmacy

In accordance with the Council's request the Clerk had written to The Rt Hon Jeremy Hunt MP, Secretary of State for Health on 22 November 2016 in support of community Pharmacies in the rural area and asked him to revisit Pharmacy funding to ensure they could be sustained going forward.

The Clerk had sent a copy of her letter to Christian Matheson MP. Mr Matheson had replied on 25 November 2016 in total agreement. He informed that he believed the Government should listen to community pharmacies and to people across the country, and rethink its decision.

RESOLVED: That

(1) the content of Christian Matheson MP's letter be noted; and

(2) a reply from the Secretary of State for Health be awaited.

- Post Box at the Co-op Store

The Clerk had been informed that the work to lower the Post Box had been marked as urgent. Unfortunately, this work had still not been done. The Clerk had made further representations and had been reassured that the work had now been re-classified as a high priority.

RESOLVED:

That the report be noted.

- BT Telephone Box Removal Consultation

The Clerk reported that Cheshire West and Chester Council's Senior Localities Officer (Rural) had informed that she would mark on the consultation that the Parish Council wished to object to the removal and review the usage over the next 12 months.

It was noted that the telephone was now operational again.

RESOLVED:

That the report be received.

- Seats/Benches for the Village

The Clerk reported that Charles McIlwrick had asked the Council to consider his request for him to provide a bench, in memory of his late wife Maureen, in the Golden Jubilee Park.

RESOLVED:

That the Clerk be requested to respond to Mr McIlwrick thanking him for his kind offer which will be taken into account in due course.

(b) Aesthetics

- Footpath Map refurbishment

Councillor A Bailey informed that he had spoken to Peter Bond and had all of the information. The footpath digital mapping had been carried out and the results were awaited. Once this was available the footpaths would be re-dedicated and the map would be refurbished.

RESOLVED:

That the report be received.

- Proposal for Tubs of Flowers

The Clerk had asked Cheshire West and Chester Council if it would allow the Parish Council to go ahead with a scheme on the verge by the junction of Church Road and Saughall Hey involving tubs of flowers. Kay Parry, Principal Engineer - Place Operations had responded informing that she was a little confused as earlier in the month the Chairman had copied her into a response to a complaint from a resident about parking at that location and they had agreed that she would look at the situation with PCSO Wendy Leason to see what they could do to improve the situation.

Mrs Parry was concerned about moving the vehicles on to the carriageway at that location as this could make the visibility worse and potentially lead to problems, particularly for buses, if parking took place on both sides of the road.

However, the occupiers of number 72, which was the property closest to the junction without a driveway, was currently putting a driveway in which would presumably mean they would no longer park on verges thereby improving the situation. Mrs Parry suggested that the Council wait until that work was finished in the next week or so and then review the situation and what was needed. She agreed to meet a Parish Councillor and the PCSO to discuss the matter further.

Councillor Ms A Manning informed that she would meet with Mrs Parry and the PCSO and Councillor A Bailey informed he would like to go along as well.

RESOLVED:

That the Councillors A Bailey and Ms A Manning be requested to hold a meeting with Mrs Parry and the PCSO in an attempt to make some progress with this initiative.

### 303. UNCONVENTIONAL GAS EXTRACTION (UGE)

The Clerk reported that, following the last meeting she had responded to Councillor Jean Evans of Upton by Chester Parish Council informing her that this Council did not want to enter into any dialogue on fracking as it had not had the opportunity to discuss it and come to a view on it.

Councillor Evans had replied making it clear that she wanted to meet, in the light of Cheshire West and Chester Council creating a SPD which was potentially important to both Parish Councils, to consider the issues involved and how to respond to concerns in the community.

RESOLVED:

That the Clerk be requested to write back to Councillor Evans reiterating that the Council does not have a considered view so it is not appropriate for any Member to meet with her to discuss fracking.

### 304. GOLDEN JUBILEE PARK

#### (a) The Approved Master Plan

The Council noted the content of a letter dated 8 November 2016 from Mr and Mrs N O'Connell expressing their concerns over the Council's decision to re-locate the Children's Play Area in the Golden Jubilee Park.

Members considered that the Council had carried out a great deal of consultation on the Master Plan and the Children's Play Area was being moved in response to that consultation as it was considered that the new site would be safer, away from the road and children of all ages would all be in the same area of the Golden Jubilee Park so it would be easier for their parents to keep an eye on them.

A number of issues had previously been raised and discussed and the O'Connell's concerns did not include anything new. The consultation period had ended and the Council's decision on the Master Plan had been made and re-affirmed.

At the Council's request, the Clerk had written to the Council's Insurance Company, Came and Company on 18 November 2017 informing it that the Council was planning to move its Children's Play Area and she had attaching a copy of its Master Plan for the Golden Jubilee Park. Currently,

the Play Area was on the corner where the Seating and Meeting Area was going to be and was being moved to the back behind the houses on Long Lane and closer to the Cricket Pitch. The Clerk had consulted the Insurance Company to ascertain if it foresaw any problems insurance wise, with this scheme going ahead.

Kevin Flynn had responded to the Clerk and had recommended that the Council contact the Inspector who carried out the Annual Playground Inspections, Alan Dymond and obtain his view in the light of his expertise and experience, as he was best placed to advise on the re-siting of the Children's Play Area and any potential problems that could arise from it.

The Clerk had also written to Brian Huxley, Chairman of Saughall Cricket Club on 17 November 2017, attaching a copy of the Master Plan for the Golden Jubilee Park, to enquire what the Cricket Club was doing to address any risks in respect of the re-location of the Children's Play Area.

Mr Huxley had replied to the Clerk informing that he had carried out a risk assessment on the revised layout and had concluded that the Cricket Club need not take any further action. The Play Area was far enough away to be safe from aerial shots and the planned natural barrier would stop rolling balls. Mr Huxley was happy that risks had been minimised and could not see what, if anything, the Cricket Club could do to provide a safer environment for everyone.

Mr Huxley had raised one point that he considered should go on record which was the cycle path. He informed that when he had met the representative from the Cycling Club they had agreed that the track would intrude onto the boundary of the cricket pitch at the point nearest Fiddlers Lane and had agreed that, if the project went ahead, then the cricket pitch nearest the road would not be able to be used. The solution that had been proposed was that a new pitch on the other side of the cricket square could be constructed, the cost of which would be met by the Cycling Club. He had obtained a quote from the original contractor for this work. Mr Huxley asked the Council to confirm that this was the Council's understanding with the Cycling Club and also confirm that the Cycling Club would meet the cost as agreed.

The Council was aware that the proposed perimeter/cycling path was currently in abeyance as Mr Paul Evans of the Go Right Cycling Club had informed that because of personal reasons he was unable to commit to that project at the present time. He had said that he would be back in touch at a future date.

**RESOLVED:** That

- (1) the Clerk be requested to inform Mr and Mrs N O'Connell that the decision to move the Children's Play Area was taken after a great deal of consultation. Parents considered the new location to be a safer option. The consultation is over, there will not be anymore and the decision has been made and subsequently reaffirmed;

(2) Councillor Mrs JM Young be requested to discuss the re-siting of the Children's Play Area and any potential problems that could arise from it with Mr Dymond when he carries out the December 2016 Playground Inspection; and

(3) the content of Mr Huxley's response be noted.

(b) Project to Develop the Park and Provide a New Children's Play Area

The Council considered its next steps in respect of the re-location of the Children's Play Area.

It was agreed that the first phase of the re-development of the Golden Jubilee Park would involve the following:

- the play equipment for the new Children's Play Area would need to be identified;
- a tender specification and various tendering documents would need to be drawn up;
- outline costs would need to be ascertained; and
- any external funding opportunities would need to be exploited.

The Clerk, on 4 March 2015, had supported the residents of Morris Homes new Willow Hey development in Saughall by sending an email to Morris Homes objecting to the provision of a play area which had been included as a condition of the planning permission and had proposed that, instead of making separate play area provision in an area of the village that was not suitable for it, it would make more sense for Morris Homes, to assist the Council with its Children's Play Area upgrade project by providing some funding to assist and expand on the improvements that could be provided in the Golden Jubilee Park.

Consequently, Rob Earley, Northern Design & Planning Director at Morris Homes had written to the Clerk on 23 September 2015 informing on progress made and had offered approximately £8,250 to aid the upgrade of new play equipment in the Golden Jubilee Park.

However, it was noted that the Council had still not received the funding that Mr Earley had promised to provide.

RESOLVED: That

(1) the Clerk be requested to write to Mr Earley at Morris Homes to ask when the Council can expect to receive the funding promised to assist the development of its Children's Play Area as it is about to go out to tender on a new Children's Play Area in the Golden Jubilee Park; and

(2) the Clerk be requested to contact Cheshire West and Chester Council's, Principal Planning Officer, Nick Smith to ascertain if he is able to shed any light on the delay in receiving the funding from Morris Homes, as it had been a part of the conditions of the planning consent

that they provide a children's play area at Willow Hey but they had not done so.

(c) Official Complaint about Saughall Cricket Club

Mr C Bird had made an official complaint to the Cricket Club about cricket balls escaping and causing damage to his property. Mr J Huxley had responded setting out the measures the Club was taking in 2017 to help minimise the risk of stray cricket balls.

RESOLVED: That

(1) the measures being taken by Saughall Cricket Club during 2017, to minimise the risk of stray cricket balls be noted; and

(2) this item be removed from future Council agendas.

(d) Funding Sources

The promised funding from Morris Homes had already been discussed. (Minute No. 304(b) above refers.)

RESOLVED:

That this item of business be kept on the agenda.

(e) Producing a Management Plan for the Park

Councillor Mrs JM Young informed that the Field Inspection Group had given initial consideration to drawing up a Maintenance Plan for the Golden Jubilee Park. A number of questions had been asked and various issues had been raised. A three year rather than a five year, Management Plan was being proposed. More work would be undertaken on this and a budget would need to be agreed.

RESOLVED:

That a further report be presented to the next meeting of the Council scheduled for 9 January 2017.

(f) Maintenance

(i) Play Equipment Inspection – September 2016

Massey and Harris had provided the Council with a price list for the work they would be able to undertake in the Golden Jubilee Park. Councillor Mrs JM Young informed that it was her intention to go through the list with Alan Dymond when he carried out the next Playground Inspection in December 2016.

RESOLVED:

That Councillor Mrs JM Young be requested to provide a report on proposed maintenance at the next Council meeting scheduled for 9 January 2017.

(ii) Multi-Use Games Area – Weekly Inspections

There was nothing to report.

(iii) Report of the Field Inspection Group

Councillor Mrs JM Young reported that there had not been an inspection of the Park since the last meeting of the Council held on 7 November 2016.

(iv) Rabbits

RESOLVED:

That the rabbit situation be monitored.

(v) Quotations

There were no quotations to consider.

(vi) 'Safe Places for Local Wildlife' Project

Councillor Mrs JM Young informed that Saughall Brownies and Rainbows had been creating beautiful bug hotels to put in their wildlife garden.

The garden, at the rear of the Uniformed Groups' Headquarters, was a major project for them and was being created with the help and guidance of Chester Zoo's Wildlife Connections initiative.

The Bug Hotels had been the subject of a recent report in the Chester Chronicle.

RESOLVED:

That the report be received.

305. HIGHWAY ISSUES

(a) Speeding Traffic

The Clerk informed that she had reminded Cheshire West and Chester Council's Principal Engineer – Place Operations, Kay Parry that it had been agreed that a speed analysis would be carried out on Long Lane with a view to introducing a 30mph speed limit all the way to the Parkgate Road, instead of having the 40mph stretch at the top.

Mrs Parry had responded that the Road Safety Team could not carry out this assessment until the New Year because of the amount of monitoring it was carrying out that was related to the 20mph speed limit programme.

RESOLVED:

That the report be noted.

(b) Proposed 20mph Zones

In January 2016, the Cheshire West and Chester Council's Cabinet had voted to introduce Borough wide 20mph speed limits.

The policy agreed to introduce 20mph speed limits where the following criteria were met:

- Residential roads where the mean speed was below 24mph
- Outside schools where the mean speed was below 30mph.

Cheshire West and Chester Council was proposing to implement the scheme during the current financial year. There had been a consultation exercise which had run until 18 November 2016.

The Parish Council was not in favour of the proposed zones and the Clerk had made representations.

RESOLVED:

That this Cheshire West and Chester Council's proposal be kept under review.

(c) Parking on Grass Verges and Drop Kerbs

A report on the actions the PCSO had taken in respect of those motorists who parked on grass verges and dropped kerbs was awaited.

### 306. PUBLIC FOOTPATHS, RIGHTS OF WAY AND ALLOTMENTS

(a) Footpath Warden's Report

Councillor A Bailey informed that a bureaucratic process was underway to re-dedicate Permissive Footpaths to Public Rights of Way.

(b) Safety of Horses and Cyclists on the Old Railway Bridge over the Cycle Track

Councillor H Jennings informed that he was meeting with Alison Irvin of Sustrans during the following week. Sustrans worked with volunteers and were interested in a volunteer based project. The land owner would be contacted as Sustrans wanted to consider a proper proposal with outline costs.

RESOLVED:

That the position be noted and Councillor H Jennings be requested to provide a further report at the next meeting of the Council scheduled for Monday, 9 January 2017.

(c) Allotments

Councillor A Bailey informed that Mr Nuttall was complaining about the Council's inaction over his allotments proposal. He wanted to go ahead with it on land at the Greyhound Inn. Mr Nuttall did not want any rent but would like some of the produce that would be grown on the allotments for use in the Pub's kitchen. He hoped to create these allotments in the New Year.

RESOLVED:

That the report be noted.

307. VILLAGE EVENTS

(a) Remembrance Sunday – 13 November 2016

It was reported that both of the events held on Remembrance Sunday had gone well and the Council should support them both again next year. The Ex-Servicemen had liked the 11am Service.

Some lessons had been learnt e.g. there had not been enough service sheets. There would be a meeting arranged with the churches in good time next year to plan the events and get dates and times in diaries.

RESOLVED:

That the report be received.

(b) Christmas Lights Switch On – Wednesday, 7 December 2016

It was reported that the Christmas Lights would be switched on at 6:30pm and Councillor Mrs JM Young informed that all the necessary arrangements had been made.

RESOLVED:

That the report be received and a further report be presented to the next meeting of the Council scheduled for Monday, 9 January 2016 on the proceedings of this important village event.

(c) 'Music in the Park' – Saturday, 3 June 2017

RESOLVED:

That this Council supports village businesses and, therefore, all three licenced premises will be invited to quote to provide the Bar at next year's 'Music in the Park event'.

(d) Open Mic Nite

It was reported that five acts were taking part on Saturday evening. The youth were being encouraged to take part.

RESOLVED:

That the report be received.

### 308. PARISH COUNCIL SURGERIES

Parish Surgery at the Farmers' Market

Councillor A Bailey informed that the Parish Council Surgery scheduled to be held on Saturday, 26 November 2016 at the Vernon Institute had not gone ahead but there would be a Surgery on Wednesday evening in the Vernon Institute after the Christmas Lights had been switched on.

RESOLVED:

That the report be received.

### 309. ATTENDANCE AT MEETINGS OF OUTSIDE BODIES

(a) Outside Events Coming Up

There were no outside events coming up in the next month or so.

(b) Outside Events Attended

Councillor H Jennings informed on the proceedings of a Cheshire Association of Local Council's event on Special Expenses where he had been told a number of proposals were being put forward by Cheshire West and Chester Council. (Minute N0. 300(c) refers.)

RESOLVED:

That the report be received.

### 310. COMMUNICATIONS RECEIVED

The following communications were received:

- Cheshire West and Chester Council's
  - Draft Dementia Strategy
  - Draft Falls Prevention Strategy

### 311. THE APPOINTMENT OF AN HR CONSULTANT TO THE COUNCIL

Councillor A Warrington reported on some free advice he had obtained about the Clerk's working hours which he had discussed with her. He had provided a form in respect of the hours she worked which she would sign. Consequently, it was not now necessary to appoint an HR Consultant.

RESOLVED:

That the Chairman and Vice Chairman be requested to take forward and resolve any staffing issues with the Clerk in an appropriate manner.