

MINUTES OF THE MEETING OF SAUGHALL AND SHOTWICK PARK PARISH COUNCIL held on Monday, 9 January 2017 at the Vernon Institute, Church Road, Saughall.

PUBLIC SPEAKING TIME

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

Mr Rakesh Shukla spoke on a proposal to turn a property on Church Road into a Pharmacy. He informed that if he got the go ahead he would be able to provide more services than he did now and there would be a disabled access. The proposal involved a bungalow on the opposite side of Church Road to his present Pharmacy. The new Pharmacy would require a change of use and Mr Shukla hoped to prove the need for this action as the advantages of the proposal were that it would be on the same side of the road as the Doctor's Surgery, the Nursery and the Co-op Store which would mean less people having to cross the busy road.

No planning application had been submitted to the planning authority yet as Mr Shukla wanted to incorporate any feedback the Council had into his final plans. He passed copies of his draft plans to Members for their consideration.

Members noted that the proposal would cause no inconvenience to Pharmacy users and agreed that when, in the fullness of time, they received a copy of the planning application from Cheshire West and Chester Council and were asked for their comments, as the Parish Council was a statutory consultee, they would support it.

Mr Nick O'Connell informed that he wished to share some of the community's concerns and read out a statement in respect of the Council's decision to move the younger children's play area to a different location, closer to the older children's play equipment in the Golden Jubilee Park.

Mr O'Connell informed that some residents had not been aware that the Council had carried out a consultation exercise on its proposals during 2016 and consequently, they did not consider that the consultation undertaken had been satisfactory. In doing this he made reference to the Good Councillor's Guide that highlighted the importance of consulting all electors.

Mr O'Connell referred to some communications that the Clerk had received from local residents after the agenda had been published, about some safeguarding issues e.g. the position of the new play area closer to the cricket pitch and a perceived increased risk of bullying, vandalism and accidents etc. They residents considered that the relocation of the play area would make it secluded and therefore, it would be unsafe and detrimental to the children of the village. Mr O'Connell informed that these concerns were backed up by Play England.

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

1. CHAIRMAN'S DECLARATION OF OFFICE

The Chairman signed his declaration of office, witnessed by the Clerk.

2. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors H Jennings, Ms A Manning, Cheshire West and Chester Councillor Brian Crowe and PCSO Wendy Leason.

3. MEMBERS' CODE OF CONDUCT – DECLARATIONS OF INTEREST

Councillor PP Young declared a personal interest in Item No. 10(d) Vernon Institute – Request for a grant. He informed that he would not be taking part in the discussion or the decision.

4. MINUTES

RESOLVED:

That the Minutes of the meeting of the Council held on 5 December 2016 be confirmed as a correct record.

5. 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) 16/05374/FUL

Proposal: Single storey rear extension.

Location: 69 Hermitage Road, Saughall.

'No objections.'

(b) Planning Decisions

RESOLVED:

That the following planning decision, made by the planning authority, be noted:

(i) 16/0484/FUL

Proposal: Extension to provide additional teaching space.

Location: Saughall All Saints Primary School, Church Road, Saughall.

'Approval.'

(c) 122 Hermitage Road, Saughall

It had been reported to the 5 December 2016 Council meeting that the Enforcement Officer, Keith Sharp had informed the Clerk that he would be taking enforcement action as he had not received a planning application. There had been no further updates since then.

RESOLVED:

That this situation be monitored.

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

The Clerk informed that she had not received any further communications from the Housing Association.

RESOLVED:

That this proposal be kept under review.

(e) 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

Councillors Alan Bailey, Mrs JE Storrar and Mrs JM Young had agreed to attend this event and report back on its proceedings at the next meeting of the Council scheduled for Monday, 6 February 2017.

(f) Draft Parking Strategy

The Council was informed that a draft Parking Strategy Supplementary Planning Document (SPD) had been prepared for consultation between 2 December 2016 and 13 January 2017.

RESOLVED:

That the consultation exercise, currently underway by Cheshire West and Chester Council be noted and Members be requested to respond to it as they considered appropriate.

6. POLICE/HOME WATCH

(a) PCSO's Report

In the absence of PCSO Wendy Leason, Councillor A Bailey read out her report.

The Council noted that in the period 1 to 31 December 2016 there had been 163 incidents in the Policing Area and 45 had related to Saughall. They were as follow:

- Burglary – 1
- Burglary other than in a dwelling – 1
- Theft other – 4, 3 of which had occurred at the Red Ensign Garage
- Criminal damage – 4
- Concern for safety – 5
- Suspicious person/activity – 4
- Distraction theft – 1
- Antisocial behaviour – 9
- Violence – 3
- Personal nuisance – 3
- Domestic – 1
- Theft of motor vehicle – 1 attempted
- Highway – 2
- Road related – 2

It was reported that three bus shelters on Hermitage Road had been vandalised and the Clerk informed that she would draw this to Councillor Brian Crowe's attention and request that the Principal Authority carried out the necessary repairs as soon as possible.

Councillor Mrs JE Storrar informed that there was a lot of dog mess on Timberfields Road by the cutting through to The Ridings. She requested that the PCSO be informed of this.

RESOLVED: That

(1) the PCSO's report be noted; and

(2) PCSO Wendy Leason be requested to be vigilant in respect of the dog mess being deposited in Timberfields Road.

- (b) Police & Crime Commissioner for Cheshire's Meeting with Town and Parish Council Representatives on Wednesday, 18 January 2017

RESOLVED:

That Councillors A Bailey, Mrs JE Storrar, A Warrington and Mrs JM Young be requested to attend this Meeting and bring a report the proceedings to the next Council meeting scheduled for 7pm on Monday, 6 February 2017.

- (c) Operation Shield

Councillor A Bailey informed that he had asked the police for a report on the numbers of DNA codes applied in each location in Saughall. He had not yet received it.

RESOLVED:

That the report be received.

- (d) Home Watch

Councillor A Bailey informed that the village had been very quiet so he had nothing to report.

- (e) Saughall Neighbourhood Management Team

Councillor Mrs JM Young informed that the Team would help out when the Chester Half Marathon was run on Sunday, 21 May 2017.

RESOLVED:

That the report be received.

7. CASUAL VACANCY ON THE COUNCIL

The Clerk reported that Cheshire West and Chester Council Election Officers had advised that they have not received ten signatures to call an election for the casual vacancy and that the Council could go ahead and co-opt someone onto the Council to fill the vacant seat.

The Clerk also reported that Ms M Collins had resigned from the Council on 5 January 2017. Consequently, she had declared a further casual vacancy and notices to this effect would be posted the following day, on village notice boards and the Council's website.

It was the Council's custom and practice to advertise vacancies that were not filled by election on its website and notice boards and then agree to co-opt from those who had expressed an interest. She proposed that this be done the following day and then the vacancy be filled by the Council by co-option from people who had expressed an interest, at its next meeting scheduled for Monday, 6 February 2017. If no election was called to fill the second casual vacancy, both vacancies could be filled if enough interest had been generated.

RESOLVED: That

- (1) Ms M Collin's resignation from the Council be accepted; and
- (2) the Clerk's proposal as detailed above be agreed.

8. MEMBERS' REPRESENTATION

(a) Working and Action Groups

The Council considered the vacancies that had arisen on its Working Groups as a result of the two recent resignations from the Council.

RESOLVED: That

- (1) the vacancy on the Field Inspection group be not filled;
- (2) Councillor Mrs J Knox be requested to sit on the Standing Orders Working Group;
- (3) the Local Council Awards Scheme Working Group be disbanded; and
- (4) Councillor PP young be requested to sit on the Business Plan Action Group.

(b) Outside Bodies

It was noted that there was now only two Council representatives who attended the Chester Area Meetings of the Cheshire Association of Local Councils (ChALC).

RESOLVED:

That Councillor H Jennings be requested to represent the Council at the Chester Area Meeting of the ChALC.

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

On behalf of Councillor Brian Crowe, Councillor Mrs JM Young reported on the following issues of interest to the Council as follows:

- Pear Tree Farm site – the applicant was drawing up a new housing (bungalows) scheme.
- Traffic Lights at the Vernon Institute – Councillor Crowe had been asked for his opinion on having traffic lights at the VI. An email dated 7 January 2017 had been received from Mr Mike Johnson about this. It would be considered at the next Council meeting.
- Fire Station in Powey Lane – concerns about cover for Chester City may be reduced by going down to three appliances between Chester and Ellesmere Port.

- Willow Hey Flooding – Cheshire West and Chester Council’s Chief Executive, Gerald Meeham had replied to the Clerk on 3 January 2017 and this would be considered by the Council at its next meeting scheduled for Monday, 6 February 2017.
- Trees in Greenway – They belonged to the Parish Council. Previously Cheshire West and Chester Council had cut them back where they were obstructing the road.
- Mollington Parish Council – this Council had decided not to renew its affiliation with the Cheshire Association of Local Councils (ChALC). It considered that £200+ was too much for what ChALC provided.
- Requests from Funding the Council was holding for Councillor Crowe
 - £3,850 for the Vernon Institute to assist renovation works.
 - £250 for Miss Josie Harris who is making a field trip to Central Africa in summer 2017.
 - A letter had been received from Miss M Salvi who previously had received a donation of £250 towards her trip to the Gambia. She offered to attend a Council meeting to provide a report on her experience.

RESOLVED: That

- (1) Councillor Brian Crowe be thanked for his report; and
- (2) Miss M Salvi be invited to tell Members of her experience in the Gambia at the next meeting of the Council scheduled for Monday, 6 February 2017 during public speaking time.

10. ACCOUNTS

- (a) Payments made since the meeting of the Council held on 5 December 2016

RESOLVED:

That the following payments be approved:

<u>Financial Year 2016/2017</u>	<u>£</u>	<u>Cheque No</u>
Morral Play Services (Play Equipment Inspection & MUGA inspection training)	120.00	103070
Cheshire West and Chester Council (Drawing Up Golden Jubilee Park Master Plan)	2,400.00	103071
Bell Stone Masonry Ltd (Re-positioning gate and posts)	948.00	103072
Mrs S Hudspeth (Salary)	494.58	103073
Mrs S Hudspeth (Expenses)	87.87	103074
HM Revenue and Customs	1,203.60	103075
123 Connect (Hosting Gov. DNS and Email)	118.80	103076
Cancelled		103077
Cancelled		103078
Vernon Institute (Cllr B Crowe – Refurbishment works)	3,850.00	103079

<u>Financial Year 2016/2017</u>	<u>£</u>	<u>Cheque No</u>
Miss J Harris (Cllr B Crowe – Trip to Central Africa)	250.00	103080
Vernon Institute (Refurbishment Works)	2,652.00	103081
Mr A Warrington (Chairman's Allowance)	333.00	103082
Mr JE Davies (Litter Picking)	72.00	103083

(b) Receipts

RESOLVED

That it be noted that no receipts had been received since the last meeting of the Council.

(c) Cash to Bank Reconciliation

RESOLVED:

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

(d) Vernon Institute – Request for a grant

The Secretary to the Vernon Institute Trustees, Peter Young had written to the Clerk to request a financial contribution towards work being carried out in the Vernon Institute in January 2017 to alleviate a damp problem. Attached to Mr Young's letter was a quotation for the work from Bells Stone Masonry in the sum of £9,154.

RESOLVED:

That a grant of £2,652 be made to the Vernon Institute to assist the work being carried out to alleviate the damp problem.

(e) Chairman's Allowance

The previous Chairman of the Council (Kathy Ford) had received an allowance of £1000 for the 2016/17 Municipal Year but had resigned from the Council on 21 November 2016. Councillor A Warrington had since been elected Chairman.

RESOLVED: That

- (1) the Clerk be requested to write to Mrs K Ford to ask her to repay £333 of her Chairman's allowance as she has not completed the Municipal Year as Chairman; and
- (2) Councillor A Warrington be provided with a Chairman's allowance of £333 for the remainder of the Municipal Year.

11. COUNCIL EMAIL AND DOMAIN NAME SYSTEM (DNS) HOSTING SERVICES

The Clerk reported that 123Connect had agreed to host the Council's .gov. DNS and emails at a cost of £118.80 per annum.

Councillor Mrs J O'Malley referred to the Council's Twitter Account and reminded Members that it needed to be managed.

RESOLVED: That

- (1) the arrangements made by the Clerk in respect of the hosting of the Council's .gov. DNS and emails be endorsed; and
- (2) Councillor Mrs J O'Malley be requested to carry out some research and bring a report to the next meeting of the Council scheduled for Monday, 6 February 2017 on the merits and demerits of continuing with the Council's Twitter account.

12. VILLAGE AMENITIES AND AESTHETICS

(a) Amenities

- Closure Threat to Saughall Pharmacy

The Council considered the content of a letter dated 5 December 2017 from Julian Braun, Ministerial Correspondence and Public Enquires at the Department of Health sent in reply to the Clerk's letter to Jeremy Hunt MP dated 22 November 2016 about the threat to community pharmacies.

RESOLVED:

That the letter from Mr Braun be noted.

- Post Box at the Co-op Store

Councillor Mrs J Knox reported that it had not been possible for her to meet with the Engineer but Lynne Ashall, Plant Collections Planning Manager at the Post Office had arranged for the post box at the Co-op Store to be lowered further down the wall in the next couple of weeks.

RESOLVED:

That the report be noted.

- Seats/Benches for the Village

The Council was aware that Charles McIlwrick wanted to provide a bench, in memory of his late wife Maureen, in the Golden Jubilee Park.

RESOLVED:

That Mr McIlwrick be taken up on his kind offer in due course.

(b) Aesthetics

- Footpath Map refurbishment

Councillor A Bailey informed that the footpath digital mapping had been carried out and the results were still awaited. Once they were 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 reported that Councillor Ms A Manning had emailed her on 6 January 2017 to inform her that the Chairman of the Saughall Rotary Club had informed her that the Rotary was prepared to consider a £300 contribution towards the proposed flower tub project. She had at least two volunteers to help her therefore she considered that they could easily cope with the maintenance of three tubs of flowers.

Councillor A Bailey reported that he intended to arrange a meeting with Mrs Parry and the PSCO in an attempt to make some progress with this initiative.

RESOLVED:

That the reports be noted.

- Trees on the Green Area at Greenway

Ms Alison Dean had written to the Council to inform that the trees were now tall and wide and as a result were causing a number of problems.

Members were of the view that the trees were growing on land in the ownership of Cheshire West and Chester Council and therefore, they were the Principal Authority's responsibility. However, they did not want the trees to be cut down.

RESOLVED:

That the Clerk be requested to ask Councillor Brian Crowe if he can arrange for the trees to be trimmed as they are growing into the telephone lines and consequently there are issues.

- Christmas Lights

Councillor A Bailey informed that at the last Parish Council Surgery residents had informed they wanted to see the Council providing more Christmas Lights in future years and presented a petition to this affect.

RESOLVED:

That the provision of more Christmas Lights for the village be discussed at the Budget Council meeting scheduled for Monday, 16 January 2017.

13. GOLDEN JUBILEE PARK

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

Further to Minute No. 304(a) Councillors A Warrington and Mrs JM Young reported that had met with Mr Alan Dymond on 30 December 2016 (when he had carried out his Quarterly Play Area Inspection) and discussed the re-siting of the younger children's play area and asked him to highlight any potential problems that could arise from it.

Mr Dymond had promised to provide a report and had registered his interest in quoting for the work of helping to identify the play equipment to be procured and to draw up the tender documents etc.

Members also discussed the need to consult local people on the play equipment to be procured and the means by which this should be done.

The Clerk informed that she had received nine emails objecting to the Council's decision to re-site the younger children's play area within the Golden Jubilee Park. They had not provided any reasons that the Council had not considered previously. She had written back to them informing that the consultation period had now ended and the decision had been made and reaffirmed.

RESOLVED: That

(1) the Clerk be requested to remind Mr Alan Dymond to provide his report on the re-siting of the younger children's play area so it can be considered at the next meeting of the Council scheduled for Monday, 6 February 2017;

(2) the Clerk be requested to ask Cheshire West and Chester Council's Landscape Architect for a quote for the work of helping to identify the play equipment to be procured and to draw up the tender documents etc.;

(3) it be noted that nine emails from residents who objected to the re-siting of the younger children's play area had been received, by the Clerk, well after the consultation period had ended and the decision had been made.

(b) Funding Sources

The Clerk had asked Morris Homes when the Council could expect to receive the funding contribution of £8,250 to update the play equipment that had been agreed. She had also asked the Planning Officer whether provision of a Children's Playground was still a condition of the planning consent.

RESOLVED:

That the report be noted

(c) Maintenance

(i) Play Equipment Inspection – December 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 until the Council had agreed which play equipment it was going to keep, this matter could not be progressed.

RESOLVED:

That any repairs required be carried out to play equipment that is to be retained in due course.

(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 the Field Inspection Group had met on Saturday, 7 January 2017 and the following matters had been considered:

- The new gate needed painting and a chain procured similar to the one on the front gate.
- Consideration needed to be given to what to do with the mound of soil in the car park. It had been suggested that it was spread on the car park or added to the other mounds for use in the new children's play area.
- The fruit trees required pruning. It was suggested that funding be included in the budget for some trees or alternatively an application be made to the Woodland Trust for some free trees.

- Saughall Cricket Club was requesting that it be awarded the Golden Jubilee Park's Grass Cutting contract for a three year period so that there was certainty before it invested in some new equipment.
- Could children use Swegway Hoverboards on the Multi-Use Games Area?
- Proposal to extend the hard standing area for cycling.
- Pond clearance was required and would cost in the region of £280.

RESOLVED: That

- (1) the work on the gate and the new chain be agreed;
- (2) proposals for the mound of soil be considered at the next Council meeting scheduled for Monday, 6 February 2017;
- (3) agreement be given to arrange the pruning of the fruit trees;
- (4) the Clerk be requested to make an application to the Woodland Trust for some free trees to plant in the Golden Jubilee Park;
- (5) a draft Grass Cutting Contract from Saughall Cricket Club be considered at the next Council meeting scheduled for Monday, 6 February 2017;
- (6) Swegway Hoverboards must not be used on the Multi-Use Games Area as they will damage the surface;
- (7) the proposal regarding the hard standing for the use of cyclists be considered at the next Council meeting scheduled for Monday, 6 February 2017; and
- (8) pond clearance be commissioned in the sum of £280.

(iv) Rabbits

RESOLVED:

That this item of business be removed from future Council agendas.

(v) Moles

It was reported that there was mole activity in evidence in the Golden Jubilee Park.

RESOLVED:

That the Clerk be requested to arrange for someone to visit the Golden Jubilee Park to try to alleviate the mole problem.

(vi) Quotations

There were no other quotations to consider.

(vii) 'Safe Places for Local Wildlife' Project

Councillor Mrs JM Young informed that there was a lot of rubbish to be removed.

RESOLVED:

That the report be received.

14. HIGHWAY ISSUES

(a) Speeding Traffic

Councillor Mrs JM Young reported that vehicles were speeding at up to 90 mph on Hermitage Road.

RESOLVED:

That the report be noted.

(b) Proposed 20mph Zones

It was noted that no progress had been made with this initiative.

RESOLVED:

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

(c) Parking on Grass Verges and Drop Kerbs

RESOLVED:

That this item of business be removed from future Council agendas.

(d) Parking on Drop Kerbs

RESOLVED:

That this item of business be removed from future Council agendas.

15. PUBLIC FOOTPATHS, RIGHTS OF WAY AND ALLOTMENTS

(a) Footpath Warden's Report

Councillor A Bailey reported that the permissive footpaths needed to be re-designated. This was a matter for Cheshire West and Chester Council but little progress had been made since the last meeting on Monday, 5 December 2016.

RESOLVED:

That the position be noted.

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

Councillor A Bailey reported that the Council was no further forward with this initiative. It was awaiting information from Sustrans.

RESOLVED:

That the position be noted.

(c) Allotments

Councillor A Bailey reported that the Licensee of the Greyhound Pub had requested a meeting with him and Councillor A Warrington. He was aware of three people who would like an allotment .

RESOLVED:

That the report be noted.

16. VILLAGE EVENTS

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

The event had gone well.

RESOLVED:

That more Christmas Lights for next year be discussed at the Budget Council meeting on Monday, 16 January 2017.

(b) Essar Chester 2017 Half Marathon – Sunday, 21 May 2017

RESOLVED:

That the date of the Chester Half Marathon be noted.

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

The Group responsible for the organisation of the Music in the Park event had advertised on Facebook for businesses interested in being involved to come forward.

RESOLVED:

That the report be noted.

17. PARISH COUNCIL SURGERIES

(a) Parish Surgery at the Farmers' Market in the Vernon Institute

Councillor A Bailey reported that the Surgery had been held at the Christmas Lights Switch-On event and had been mostly about requests for more lights next year.

RESOLVED:

That the report be received.

(b) Next Parish Council Surgery

RESOLVED:

That Councillor PP Young be requested to preside over the next Parish Council Surgery in March 2017 (The date to be communicated to the Clerk so that she can supply the Public Notices for the Surgery in advance).

18. ATTENDANCE AT MEETINGS OF OUTSIDE BODIES

Outside Events Coming Up

- Community Asset Transfer Training in Frodsham

19. COMMUNICATIONS RECEIVED

No communications had been received that could not await the next meeting of the Council.