

MINUTES OF THE MEETING OF SAUGHALL AND SHOTWICK PARK PARISH COUNCIL held on Monday, 13 August 2018 at the Vernon Institute, Church Road, Saughall.

In attendance: Councillor DF Holman
Councillor H Jennings
Councillor M Johnson
Councillor B Kerr
Councillor Ms A Manning
Councillor Mrs JE Storrar
Councillor D Taylor-Pogue
Councillor A Warrington
Councillor Mrs JM Young
Councillor PP Young

PC Rob Brown
Cheshire West and Chester Councillor Brian Crowe
Mr Dave Glavin, the Internal Auditor

40. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors A Bailey and Mrs J Knox and PCSO Wendy Leason.

41. MEMBERS' CODE OF CONDUCT – DECLARATIONS OF INTEREST

No declarations of interest were received.

42. MINUTES

RESOLVED:

That the Minutes of the meeting of the Council held on 18 June 2018 be confirmed as a correct record.

43. CLERK'S REPORT

The Clerk reported on the work she had carried out and the actions she had taken since the last meeting of the Council held on 18 June 2018.

RESOLVED:

That the contents of the Clerk's report be noted.

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

Councillor Brian Crowe reported that he had attended a meeting in Willow Hey with Chris Matheson MP and Kieran Collins, the Highways Commissioner at CWaC. The Principal Authority now understood the problem. Four houses had been built on Greenway as part of the development and one of them had been built across the dry ditch. CWaC had spent between £15,000 and £20,000 clearing the field and digging a ditch. The School's pond had fed into the ditch. It had been realised that there was no outfall because it was a dry ditch. The proposal agreed was to wait until winter to assess the rainfall. Welsh Water had informed that it could not take the water and Councillor Crowe queried where they thought it was going now.

The Clerk had received a letter from Chris Matheson MP dated July 2018 and Members had been circulated with a copy. They noted that Mr Matheson had informed that

'When Welsh Water and the local authority have gathered sufficient data from the flow emanating from the drainage ditch, the engineers will then be able to make an assessment as to what actions need to be taken to address the issue in the long-term.'

Discussion ensued and it was agreed to ask the MP to arrange another meeting with Welsh Water and CWaC's new Chief Executive. Members were concerned about the technical details and who would take the measure.

Councillor Crowe also reported on problems with trees in Rakeway and in the close off the Ridings. The trees were making garden walls unsafe. He had informed CWaC Highways Department and had been issues with job numbers. He was aware these were classed as low priority. Root stoppers were required.

Councillor Crowe informed that the new owners of Brookside Farm Cottage on Parkgate Road next to the Wheatsheaf Public House had cleared the garden and trees. They needed to apply for planning permission to do that. It was noted that a large wall was to be built around the property.

With regard to Pear Tree Farm, Councillor Crowe informed that the developers, Bells were confident that CWaC was of the view that this was a brownfield site. If this was the case there should be no problems with the proposed development.

RESOLVED: That

- (1) Councillor Brian Crowe be thanked for his informative report;
- (2) the Clerk be requested to ask Chris Matheson MP to arrange another meeting to discuss the drainage problems in Willow Hey with Welsh

Water, Andrew Lewis, the new Chief Executive of CWaC Council, Councillor Brian Crowe, Kieran Collins and the Chairman; and

(3) Councillor Brian Crowe be requested to pass the job numbers in respect of the tree problems to the Clerk so she can chase up progress.

45. POLICE REPORT

PC Rob Brown informed that he had brought copies of a Police report that he intended to circulate to Members. There had been no new specific issues since the last meeting of the Council held on 18 June 2018.

PC Brown reported that Panna Football had been arranged for youngsters of the village the following Tuesday. There had been complaints received from residents about speeding traffic through the village. The Trucam Speed Gun may be pressed into service on Hermitage Road or the Ridings in the next few weeks as a result. Also, reported to the Police was an issue in the early hours and complaints about noise late in the evening. Police patrols were visiting 'hot spots for anti-social behaviour' in the village as a direct consequence.

Concern was raised By Councillor H Jennings that it was difficult to enforce speed limits during the winter months as there was no technology available to do it.

Reference was made to PCSO Wendy Leason's Stakeholder update which proposed other methods to contact the Police instead of using the telephone. It was noted that this was because of the volume of calls that came through on a daily basis.

Councillor M Johnson reported that recently a china cup had been thrown from a moving van and it had just missed a child.

PC Brown also reported that the Police would be holding monthly surgeries at the Uniformed Groups' Headquarters.

RESOLVED:

That PC Rob Brown be thanked for his informative report.

46. WORKING GROUPS' REPORTS

(a) Golden Jubilee Park

The Council had regard to the report Councillor Mrs JM Young had provided on proceedings of the last meeting of the Working Group. She also provided oral updates and reported that:

- The Groundsman's contract had not been discussed at the group's last meeting as Councillor H Jennings had not been in attendance.

Councillor Jennings informed that he had not received an agenda for the meeting and had further work to carry out in respect of the contract.

- Quotations had been received from Horticon for the proposed path from the car park to the play area as follows:
 - tarmac £2,331.25 – 10 m x 1.5m
 - self-binding material £2,143 – 10m x 1.5m
 - paved £1,300 plus vat – 10m x 1.5m
- A quotation in the sum of £300 had been received from D & J Gardening Services to trim two trees in the car park the hedge behind the Uniformed Groups' Headquarters.
- Following a 'walk about' it had been noted that small trees were growing over the drains at the back of the Uniformed Groups' Headquarters. So it was proposed to ask the contractor to remove them and treat the roots. The quotation for this work was awaited.
- It was proposed that the contractor, Barry Mulroney who is going to paint the Cheshire Railings at a cost of £440 agree by the Clerk as a matter of urgency but since delayed until 11 and 12 August 2018) should also be requested to carry out the work needed to the retained older play equipment.
- The Fiddlers Lane hedge needed to be cut back.
- Alan Dymond had provided a rough drawing of the site for the proposed BMX Track following two site meetings. The Working Group had some proposals for consideration including that an 'open' meeting be held in the Uniformed Groups' Headquarters to consider the possible site. The only place the BMX track could be located so it was a decent size was on the land beyond the MUGA and this must be consulted upon.
- A quotation in the sum of £500 had been received to clear all of the bulrushes from the small pond. This was a specialist job.
- A quotation in the sum of £300 plus vat had been received to lay slabs in front of the two benches beside the MUGA as the ground got very muddy in the winter.
- Consideration, in future, needed to be given to replacing the perimeter fence around the car park because of its condition.
- There had been conflict with users of the Uniformed Groups' Headquarters due to the increased passing traffic. The riding of bikes may increase on the field and the separate access path to the track.

RESOLVED: That

- (1) the reports be received;
- (2) the quotation from Horticon in the sum of £1,300 plus vat for a paved path be accepted and the work commissioned;
- (3) the quotation in the sum of £300 from D & J Gardening Services to trim two trees in the car park and the hedges behind the Uniformed Groups' Headquarters be accepted and the work commissioned;

- (4) Barry Mulroney be also requested to carry out the work needed to the retained older play equipment;
- (5) the Clerk be requested to contact Gordon Dutton and ask him to trim the hedge around the Golden Jubilee Park again this year and send her his invoice for carrying out the work;
- (6) an 'open' meeting be arranged on a date to be decided upon (on a Saturday morning that Alan Dymond is able to attend) to consult residents of the village on the proposal to build a BMX track in the Golden Jubilee Park and flyers be distributed so local people are aware of when the meeting its being held and its purpose;
- (7) the quotation in the sum of £500 to clear all of the bulrushes from the small pond be accepted and the work commissioned;
- (8) the quotation in the sum of £300 plus vat to lay slabs in front of the two benches beside the MUGA be accepted and the work commissioned; and
- (9) this Council will give consideration to putting aside appropriate funding to replace the perimeter fence around the car park when it determines it's 2019/20 Budget.

(b) Communications and Marketing

The Council had regard to the report provided on proceedings of the last meeting of the Working Group held on 5 July 2018. The report covered updates from and decisions made at the Council meeting held on Monday, 18 June 2018.

The Group was of the view that the Parish Newsletter needed to be publicised more and the fact that it was now contained within the Mollington and Saughall Handbook, using the new notice boards. The Group had also agreed that the Parish Council Elections would be publicised in future Newsletters up until they were held next May.

Members had received their new Council email addresses and it was proposed that they be included in the next Parish Newsletter.

Councillor DF Holman informed that he was working on an information pack that the Council could give to new residents moving into the village. The costs of this initiative would be discussed at a future Council meeting

The Parish Paths Booklet was being worked on and there was a plan to print 2000 copies. Cheshire West and Chester Council would print the booklets and the cost for printing £500 copies was in the sum of £1,140.44. It was estimated that the additional 1500 booklets would increase the cost by approximately £100 and it was noted that there was £941 in the Council's Budget that could be put towards this. It was

proposed that each household in the village would receive a hand delivered free copy of the booklet and there would be 500 left to go on general sale at a cost of £1 each.

Councillor M Johnson raised the subject of social media and proposed that the Council should set up another Twitter account. He informed that he would be willing to run the account.

RESOLVED: That

- (1) the reports be received;
- (2) Members' new Council email addresses be included in the next Parish Newsletter;
- (3) the proposal to print 2000 Parish Path Booklets at an estimated approximate cost of £1,240.44 be agreed; and
- (4) the Group be requested to reconsider the proposal that the Council has its own Twitter account and report back to the next meeting of the Council on 1 October 2018.

(c) Highways

The Group had met twice since the last Council meeting on 5 and 23 July 2018.

On 5 July the Group had discussed information obtained by Richard Nicholas in respect of the EVOLIS Radar Speed Sign. The Group agreed that site visits to locations where the device was installed would be helpful to discuss results and to see the equipment in operation. Mr Nicholas agreed to obtain contact details from the supplier.

The Council had regard to the report Councillor B Kerr had provided on proceedings of the last meeting of the Working Group on 23 July 2018 held to consider the proposal for a no waiting restriction on Church Road, put forward by the Highways Authority. He reported that as a Working Group, Members had embarked on producing a traffic management plan for the village based on hard evidence. The proposal appeared to be a knee jerk reaction without any supporting hard evidence. The Working Group agreed that there was congestion at school start and finish times which did result in inconsiderate parking and which could cause inconvenience to both pedestrians and local residents which was however, short lived for about thirty minutes on each occasion, whereas the proposal would apply 24/7, for 52 weeks of the year.

The Working Group was unaware of any incident of delays to Emergency Services and given that there was already, an existing no waiting at any time restriction in place in front of the school, the carriageway should always be clear. The Group was concerned that if the proposal was put in

place it would simply move the problem further down or up Church Road and also into Saughall Hey and Greenway and would certainly exacerbate the parking issue on the Co-op Store's car park.

It was noted that the map supplied with the proposal for the no waiting restriction on Church Road was out of date.

The Group recommended the Council to object to the proposal and request a meeting with Borough Council Officers to discuss traffic management in Church Road and the other principal routes through the village.

The Highways Authority had requested comments on its proposal by 25 July 2018 but the Clerk had secured an extension for comments until 14 August 2018 so that the Council could consider the Working Group's recommendations.

The Council was concerned that in future tight deadlines may be set by the Highways Authority for responses to consultation exercises that could not be met or extended and gave consideration to how a response in such circumstances could be submitted.

RESOLVED: That

- (1) the reports be received;
- (2) the progress being made with the EVOLIS Radar Speed Sign be noted;
- (3) the Clerk be requested to respond to the Highways Authority as follows:

'This Council objects as it thinks the proposal for a no waiting restriction is a little over the top. Members have begun work on a traffic management plan for the village based on hard evidence. They do not believe that your proposal is based on such evidence. Members agree there is congestion at school start and finish times which does result in inconsiderate parking and which can cause inconvenience to both pedestrians and local residents which is, however, short lived for about thirty minutes on each occasion. Whereas, your proposal will apply 24/7 for 52 weeks of the year.

Members are not aware of any incident of delays to Emergency Services and given that there is already an existing no waiting at any time restriction in place in front of the school, then that carriageway should always be clear. They are concerned that if this proposal is put in place it will simply move the problem further down or up Church Road and also into Saughall Hey and Greenway and will certainly exacerbate the parking issue on the Co-op Store's car park.

Members would welcome a discussion with Borough Council Officers on traffic management in Church Road and the other principal routes through the village.

Also, is the map you sent out of date?’

and

- (4) in future, if tight deadlines are set by the Highways Authority for responses to consultation exercises that cannot be met or extended, the Clerk will canvass the views of the Highways Working Group, the Chairman of the Council on receipt of these views will, via the Clerk, circulate them to all Members asking whether they are in agreement or not with the Members of the Working Group and the majority decision will be submitted by the Clerk.

47. 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) 18/02300/FUL

Proposal: Removal of existing two storey garage and store and replace with new triple garage, snooker/games room, WC and office.

Location: Brookside Farm Cottage, Saughall.

‘Objection - over intensive use of the site

(ii) 18/02527/FUL

Proposal: Creation of parking area to the front garden and lower the kerb/pavement to allow vehicle access.

Location: Brechin, Church Road, Saughall.

‘No objections.’

(iii) 18/02701/CAT

Proposal: Remove Horse Chestnut and the 2 Ash Trees to ground level as they are raising the paving. Reduce the Willow Tree back from the road to prevent vehicles hitting it and to lift some of the lower branches hitting the garage roof.

Location: The Vernon Institute, Church Road, Saughall.

It was noted that the work had already been completed because it had become a problem.

(b) Planning Decisions

RESOLVED:

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

(i) 18/01352/FUL

Proposal: Addition of front dormer, enlargement of existing rear dormer, creation of additional parking space within front garden.

Location: 11 Larchfields, Saughall.

‘Approval.’

(ii) 18/01981/FUL

Proposal: Single storey side extension.

Location: Ivy Cottage, Church Road, Saughall.

‘Approval.’

(iii) 18/01788/FUL

Proposal: To construct a new dwelling adjacent to existing house.

Location: The Hawthorns, Parkgate Road, Saughall.

‘Withdrawn.’

(c) Planning for Traveller Sites – Traveller Development Plan Document Issues Consultation

The Council noted that the consultation exercise ran from 16 July to 5 October 2018.

RESOLVED:

Members be requested to submit any comments they may have on this consultation exercise to the Planning Authority.

48. FINANCE REPORTS

(a) Annual Audit of Accounts 2017/18

(i) Extension of Time for Submission

The Clerk had informed the External Auditor that the 2017/18 Accounts deadline that had been set could not be met because of the move to six weekly Council meetings and the Internal Auditor’s holidays. A further extension for submission had been agreed but this meant that the statutory requirements had not been met. As the Council was receiving an external review this year the External Auditor had informed that he

would have to comment on the fact that the publication deadline had not been complied with.

Once the Council approved the Accounts for submission to the External Auditor it should still ensure that a 30 working day period was set for the exercise of public rights even though it was unable to comply with the inclusion of the statutory common period of the first 10 working days of July.

RESOLVED:

That the position with regard to the submission of the 2016/17 Accounts to the External Auditor be noted.

(ii) Internal Auditor's Report

The Internal Auditor reported as follows:

'This is the third year that I have audited the Saughall and Shotwick Park Parish Council accounts and wish to record my thanks to Shirley and Graham for their assistance in providing the appropriate information in order that this audit could be carried out. The only aspect of the records not validated is the categorisation of the various items of expenditure but I am sure that there are no concerns in this area although I have one item for consideration – would it be more appropriate to categorise the payments to Mr JE Davies under Community Action / Facilities Fund?

The Internal Auditor's course I attended in February of this year provided additional support in order to carry out this audit. This course also facilitated a mid-year report to the Parish Council of areas that required attention together with recommendations for consideration. It was pleasing to note that whilst all of the recommendations were not implemented, they were openly discussed and considered. Areas where changes to systems were necessary have been implemented.

What was disappointing is that there are still a number of items of income and expenditure where neither an advice note, invoice or receipt were available, namely 4 credits and 9 payments. Whilst these have all correctly been recorded in the Minutes, it is prudent to have a paper trail in the Accounts for every transaction. As one of these items of expenditure was for £4000.00, I strongly suggest that an acknowledgement is requested and placed in the Accounts. A list of these has been provided under separate cover.

NEST payments have increased staff expenditure and the mandatory employer increases over the next few years will increase this even further (1% 2017/18, 2% 2018/19, 3% 2019/20).

I note that a VAT refund of £14,976.42 is due and that this will be recovered in due course.

Unpaid cheques as at the Year End:

0023 Mr JE Davies	£	90.65
0027 Morral Play Services	£	54.00
0029 Mrs H Cakebread	£	73.50
0030 HMRC	£	1,191.72
0031 Horticon Ltd	£	45,732.00
0032 Morral Play Services	£	2,994.00

Overall, the Accounts have been maintained in a very good manner and, once again, I would like to thank Shirley and Graham for the manner in which the records have been maintained.'

Mr Dave Glavin was in attendance at the meeting and emphasised the need for receipts. He proposed that those people and organisations receiving the payment should be requested to provide a receipt.

RESOLVED: That

- (1) Mr Dave Glavin be thanked for his report and hard work carried out auditing the accounts;
- (2) receipts for payments will be required in future; and
- (3) the 2016/17 accounts be approved and the Clerk be requested to submit them to the External Auditor.

(b) Payments made since the meeting of the Council held on 18 June 2018

RESOLVED:

That the following payments be approved:

<u>Financial Year 2018/2019</u>	<u>£</u>	<u>Cheque No</u>
Dandy's Topsoil (Removal of soil from car park)	480.00	200063
Chester Handbooks Ltd (July 2018 Newsletter)	381.60	200064
Chester Handbooks Ltd (May 2018 Newsletter)	381.60	200065
Walker's Oakfield Nurseries & Plant Centre (4 self-watering planters)	1,797.65	200066
Cancelled		200067
Signs of Cheshire (1 Notice Board, 3 Alan Keys & 48 magnets)	608.98	200068
Mrs S Hudspeth (August Salary)	510.69	200069
Mrs S Hudspeth (July Expenses)	72.00	200070
Mr JE Davies (July Litter Picking)	90.00	200071
Saughall Cricket Club (Grass Cutting)	3,750.00	200072

Mr JE Davies (August Litter Picking)	90.00	200073
Mrs S Hudspeth (September Salary)	510.69	200074
Mrs S Hudspeth (August Expenses)	69.67	200075
Mr JC Baker (Car Park – clear soil, level, supply base stones and plainings)	1,140.00	200076

(c) Receipts

RESOLVED

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

(d) Cash to Bank Reconciliation

RESOLVED:

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

49. VILLAGE EVENTS

(a) Remembrance Sunday – 11 November 2018

The Council considered a report prepared by Councillor A Bailey on proposed Remembrance Day Commemorations in respect of the end of WW1. He proposed that the Council support an 11am Service as well as the Service already being arranged for the afternoon which Clergy from the three local churches would attend.

Some Members were adamant that the Service should be at 11am because this was the appropriate time but were informed that the Clergy attended Services in their Churches at that time. Discussion centred on arranging for a Vicar to come from outside the Parish to officiate at the Service and a fee that could be provided to cover his expenses.

Councillor Bailey, in his report, also proposed that the Council could purchase 110, 12 inch plastic poppies to go on every lamp post on Long Lane, Church Road, Seahill Road and Hermitage Road from its junction with The Ridings. The poppies could be ordered through the Royal British Legion at a cost of £3 each and could be used again in future years. Saughall Rotary Club members were willing to provide support to put up the poppies if required.

Members wondered if agreement was needed from the Principal Authority to put the poppies on the lamp posts but Councillor Brian Crowe informed that this would not be a problem and Upton Town Council was also taking this action.

Councillor PP Young proposed that the Council procure a commemorative bench to be positioned by the Vernon Institute, in memory of the fallen from David Ogilvie Engineering at a cost of £695 plus vat and delivery charge.

RESOLVED: That

- (1) the Council will support (including providing some refreshments) two Remembrance Day Services at the War Memorial, one at 11am and one at 2pm;
- (2) the proposal to hold a commemorative service at the war memorial at 11am in future years be explored with the local Clergy;
- (3) Councillor D Taylor-Pogue be requested to try to arrange for a Vicar from outside the parish to officiate at the 11am Service for a flat rate fee of £50 (as has happened in previous years);
- (4) the Clerk be requested to order 110, 12 inch plastic poppies from the Royal British Legion at a cost of £330 to go on the lamp posts; and
- (5) the Clerk be requested to order a commemorative bench from David Ogilvie Engineering at a cost of £695 plus vat and delivery charge.

(b) 'Music in the Park'

Councillor Mrs JM Young informed that the Music in the Park Group had secured funding to hold this popular village event again during 2019. However, the members of the Group wanted to be left to do this in their own way and if that was not possible then the Group would not arrange the event.

RESOLVED:

That the Music in the Park Group be authorised to arrange the 'Music in the Park' event in the Golden Jubilee Park in 2019 in their own way.

(c) Saughall Neighbourhood Management Committee

Councillor Mrs J M Young informed that the Summer Play Scheme had been run very successfully. The children who had attended had been engaged in a number of activities and the parents had been very pleased. The cost had been £8 per day and overall there was a deficit of £208 which would be funded from the fee the Team had received for its work associated with the Chester Half Marathon.

RESOLVED: That

- (1) the report be received; and

(2) the Saughall Neighbourhood Management Team be congratulated on the success of its Play Scheme.

50. PARISH SURGERIES

(a) Parish Council Surgery on 11 August 2018

Councillor A Warrington reported on issues with people parking on pavements and traffic congestion on the upper part of Seahill Road by the telephone box.

RESOLVED:

That the report be received.

(b) Next Parish Council Surgery

RESOLVED:

That Councillor D Taylor-Pogue be requested to preside over the next Parish Council Surgery to be held from 10am to 11am on Saturday, 29 September 2018, outside of the Co-op Store and bring a report on its proceedings to the next meeting of the Council scheduled for Monday, 1 October 2018.

51. SAFETY OF HORSES AND CYCLISTS ON THE OLD RAILWAY BRIDGE OVER THE CYCLE TRACK

Councillor H Jennings informed that Flintshire County Council's Planning Department had not been very cooperative and he proposed that the Clerk send a letter as he had submitted a pre planning application well over a year ago.

RESOLVED:

That Councillor H Jennings be requested to send the Clerk the details so that she can draft and send a letter requesting action to Flintshire County Council's Planning Department.

{Following the meeting the Clerk requested the detail from Councillor Jennings who reported that it was no longer necessary to send a letter because the Planners had come back to him indicating that they would set up a meeting and carry out an investigation into how the gate to the High Grove estate has been allowed to be closed.}

52. GRASS CUTTING

Further to Minute No. 30(b) the Council gave consideration to whether it wanted to take over the village grass cutting from Cheshire West and Chester Council.

Councillor M Johnson referred to the email dated 27 June 2018 from Jack Thomas setting out a proposal to create nature reserve pockets in the village and informed that he was willing to contact Cheshire Wildlife Trust to discuss the idea. He would also get in touch with Mr Thomas to inform him that he would be contacting Cheshire Wildlife Trust for advice on his idea. It was noted that if the Council was minded to create wildflower meadows, the initiative would need to be the subject of consultation before any formal decision could be taken and it would be taken in the light of the findings.

Councillor PP Young informed that if the Council went along with the idea of wildflower meadows, there would still be a lot of grass in the village to be cut. Before a decision could be made on whether to take over the grass cutting work from the Principal Authority, Members needed to know how much it would cost.

Councillor Ms A Manning provided an update on the planters. The Clerk had applied for the license and there was a six week consultation period. Walkers had quoted £80 to replenish the two original planters

RESOLVED: That

- (1) Councillor M Johnson be requested to arrange a site visit with an officer of the Cheshire Wildlife Trust to see if the proposal to create nature reserve pockets in the village is viable;
- (2) a piece about the wildflower proposal be included in the next Parish Newsletter and comments on it would be sought;
- (3) the Clerk be requested to ask Councillor Brian Crowe to find out how much it costs Cheshire West and Chester Council per annum to cut all of the grass it currently cuts in Saughall, along with the feasibility of the Parish Council taking over this grass cutting and report back to the next meeting of the Council scheduled for 12 November 2018;
- (4) the Business Working Group be requested to consider the proposal that the Parish Council take over the village grass cutting from the Principal Authority; and
- (5) Councillor Ms A Manning be requested to arrange with Walkers for the two original planters to be replenished in the autumn.

53. THE VERNON INSTITUTE CLOCK

Further to Minute No.31 (b) Councillor DF Holman reported that the Cumbria Clock Company did not offer a maintenance contract and their annual maintenance visit was all that was required.

It was noted that scaffolding was in place and the rendering work had commenced. Councillor A Warrington informed that when the old rendering had been removed a square wooden frame with posts in each corner held

together with oak pins had been discovered. Unfortunately, the pins had rotted. Work to bond them together was required and this would cost £800.

It was proposed that whilst the work was ongoing the opportunity should be taken to clean the clock's cast iron face and paint it. The cost of this work was £150.

RESOLVED: That

(1) the reports be received; and

(2) the work as detailed and costed above in the sum of £800 be agreed.

54. THE HORSES ON LONG LANE

Councillor Mrs JM Young reported that Mrs Eyres who lived on Long Lane had been upset about the horses abandoned in the field by the Golden Jubilee Park. Chris Matheson had been contacted and as a consequence the RSPCA had sent out an inspector on 16 July 2018. The inspector had reported that two mares and a foal were in the field and they had water provided by local residents. They were in good health although there was an issue with one of the mare's hooves. A dedicated telephone number to ring if the horse's condition deteriorated had been provided by the RSPCA.

RESOLVED:

That the report be received and the satisfactory outcome be noted.

55. COMMUNICATIONS RECEIVED

RESOLVED:

That the following communications be noted:

- Signpost – Newsletter of the Peak and Northern Footpaths Society.
Noted
- Email dated 27 June 2018 from Jack Thomas regarding the grassed areas in Saughall and a proposal to create nature reserve pockets. (Minute No. 52 above refers.)
- A complaint had been received about the noise, swearing, rubbish and dog dirt on the MUGA from John Pierce of Long Lane.

It was noted that the Clerk had replied informing Mr Pierce that the Council did pay someone to de-litter the Park and he spent three hours a week doing so. Members did monitor the situation and bins were provided. They also arranged for the pond to be cleaned out from time to time.

Dogs were prohibited and signs to this effect were in the Park. If Members saw people with dogs in the Park they did ask them to leave.

The Council was sorry about the noise but it was to be expected in a Park where children play. The Council did not condone bad language and PCSO Wendy Leason was copied in on the reply so that she was aware of the issues and the need for a visible police presence during the evening to act as a deterrent.

- Email dated 1 August 2018 from Terry Cordner, President of Saughall Rotary Club requesting the Council to consider two issues.
 - Donation of crocuses to the Village.
 - Charity Fundraising Event.

RESOLVED: That

- (1) the Clerk be requested to accept the offer of crocuses for the village and a list of places in the village where crocuses could be planted including in front of Wain Court and by the tubs of flowers at the bus terminus, opposite the Beauty Parlour be drawn up following a news item being included in the Parish Council's Newsletter; and
 - (2) the Clerk be requested to reply seeking clarification about where on the field the walk way would be placed, insurance issues and car parking issues.
- Cheshire Association of Local Council's Annual Meeting on Thursday, 25 October 2018.
Noted.
 - Quotation from Cheshire Community Action for the Village Housing Needs Survey in the sum of £4,615.
Councillor PP Young informed that he had been in touch with Rachel Rens the Housing Policy Officer at Cheshire West and Chester Council. She had informed that her Council would provide £2,300 which was approximately half the cost of the survey. Postage was included within the quotation but it was considered that survey forms could be delivered by hand at the same time as the Footpath Booklets and so the costs could be reduced.

RESOLVED:

That Councillor PP Young be requested to ask Rachel Rens to confirm in writing the grant of £2,300 that the Principal Authority would provide to assist the Housing Needs Survey before the work required is commissioned.

56. EXEMPT INFORMATION – EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED:

That, under section 100 (A) of the Local Government Act 1972, the public be excluded from the meeting during consideration of the following item of business on the grounds that it involves the likely disclosure of exempt information as defined by paragraph 1 of Part I of Schedule 12A (as

amended) to that Act in that it contains information about a particular employee. The Public Interest test has been applied and favours exclusion.

[Paragraph 1 - Information relating to any individual]

PART 2 – MATTERS TO BE CONSIDERED IN THE ABSENCE OF THE PRESS AND PUBLIC

57. REPORT OF THE BUSINESS WORKING GROUP

The Council considered the report of the Business Working Group on its new meeting procedures etc. and it was

RESOLVED: That

- (1) the report be received;
- (2) the Clerk's job description be rewritten and presented to the Council for approval;
- (3) a review of the Clerk's salary be carried out; and
- (4) a quarterly informal review of the Clerk's work be carried out by the Chairman and any outcomes be reported to the Business Working Group.