

MINUTES OF THE ANNUAL MEETING OF SAUGHALL AND SHOTWICK  
PARK PARISH COUNCIL held on 21 May 2001 at the Vernon Institute, Saughall

In attendance: Councillor Mrs M Anderson  
Councillor A Bailey  
Councillor Mrs BW Bell  
Councillor H Dobson  
Councillor SS Evans  
Councillor Mrs P Humphrey  
Councillor B Kerr  
Councillor RA Storrar  
Councillor A Warrington  
Councillor Mrs D Whitton  
Councillor Mrs J Young

Mr C McIlwrick

71 APPOINTMENT OF CHAIRMAN

RESOLVED:

That Councillor B Kerr be appointed Chairman of the Council for the ensuing Municipal year.

72 CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE

The Chairman duly made and signed his declaration of acceptance of the office of Chairman of the Council, witnessed by the Clerk.

73 APPOINTMENT OF VICE-CHAIRMAN

RESOLVED:

That Councillor A Bailey be appointed Vice-Chairman of the Council for the ensuing Municipal year.

74 APOLOGIES FOR ABSENCE

Apologies were received from:

Councillor D Morgan  
Councillor Mrs JE Storrar

75 MINUTES

RESOLVED:

That the Minutes of the meeting of the Council held on 2 April 2001 be confirmed as a correct record.

76 MATTERS ARISING

Pursuant to Minute No 58(a) Police, it was reported that PC John Guest had written to the Chairman informing how much he had enjoyed his work in Saughall and wishing everyone well for the future.

Pursuant to Minute No 62(e) All Saints' Churchyard, it was reported that the churchyard had been tidied and the fencing repaired.

77 COMMITTEE STRUCTURE

The Council considered the draft Calendar of Meetings prepared by the Clerk.

Members reviewed the Council's Committee Structure and agreed that it was working well and that monthly meetings of the Finance and General Purposes and Planning Committees were appropriate when there was business to be transacted. The Council was concerned however that the Planning Committee had not been as effective this year as it could have been. This was primarily because receipt of plans did not always occur around the time of a scheduled meeting. Consequently, Members considered what arrangements could be put in place to aid the consultation process.

The Council agreed that there should be three meetings of its Crime and Disorder Committee each year and they should alternate with meetings of the village's Homewatch.

RESOLVED: That

- (1) the Finance and General Purposes Committee continues to meet on a monthly basis on Thursdays providing there is business to be transacted, in accordance with the Calendar of meetings circulated for the meeting of the Council held on 21 May 2001;
- (2) the Planning Committee's meetings be scheduled for 7.30pm on the Wednesday evening the day before each Finance and General Purposes Committee. If no plans are received the meeting be cancelled and an additional meeting be called, in consultation with the Chairman, when plans are received at times when no meeting is scheduled to take place;
- (3) the Crime and Disorder Committee be scheduled to meet three times a year in September, January and May;
- (4) all Members be invited to attend the Finance and General Purposes Committee on 24 May 2001 when Mrs Ellis of the Community Council will attend to discuss Community Planning;
- (5) substitute(s) be appointed to attend meetings of the Finance and General Purposes and Planning Committees when a Committee Member is unable to attend; and

(6) Members of the Council's three Committees be as follows:

Planning

Councillors A Bailey, H Dobson, SS Evans, Mrs P Humphrey, Mrs JE Storrar and Mrs JE Young

Substitute Member: Councillor A Warrington

Finance and General Purposes Committee

Councillors Mrs M Anderson, A Bailey, H Dobson, B Kerr, RA Storrar, and A Warrington

Substitute Members: Councillors Mrs D Whitton and Mrs J Young

Crime and Disorder Committee

Councillors Mrs M Anderson, A Bailey, Mrs BW Bell, Mrs P Humphrey, Mrs JE Storrar, A Warrington and Mrs D Whitton

Co-opted Members: Mr C McIlwrick

78 PARISH COUNCIL REPRESENTATIONS

RESOLVED: That

- (1) Councillors A Warrington and Mrs J Young be reaffirmed as Parish Council representative Governors on the Ridings Infant and Thomas Wedge Junior Schools' Governing Bodies respectively;
- (2) Councillors A Bailey, Mrs JE Storrar and A Warrington be nominated to represent the Council at the Chester Area meetings of the Cheshire Association of Town and Parish Councils;
- (3) Councillor A Bailey, A Warrington and Mrs J Young be appointed to the Joint Panel with representatives of the Vernon Institute Management Committee to administer the Building Maintenance Programme;
- (4) Councillor SS Evans be nominated to represent the Council on the Vernon Institute Management Committee and when he is unable to attend Councillor RA Storrar be nominated to substitute for him;
- (5) Councillor Mrs M Anderson be nominated to represent the Council at meetings of the Chester Police Forum;
- (6) Councillor Mrs D Whitton be nominated to represent the Council on the Millennium Committee; and

- (7) the following Members of the Council be requested to walk the footpaths indicated at least twice a year:

Councillor Dobson	Paths No 4, 7, Permissives 1, 2 and 3 and Shotwick Park No 1.
Councillor RA Storrar	Paths No 5, 6, 10 and 11 (top half of Green Lane)
Councillor Bailey	Paths No 1, 2, 3 and 9
Councillor Mrs Young	Paths No 8, 11 (beyond Green Lane) and 12.

## 79 ACCOUNTS

- (a) Payments made since the meeting of the Council held on 6 March 2001:

Financial Year 2001/2002	£	Cheque No
Cheshire Association of Town and Parish Councils	528.84	101398
Ellesmere Port and Neston Borough Council	458.25	101399
Standard Newspapers	18.10	101400
Mr RB Ebrell	85.00	101401
1 <sup>st</sup> Saughall Guides	10.00	101402
Cornhill Insurance	832.78	101403
Cheshire Community Council	30.00	101404
Mr C Kearton	57.70	101405
Mrs S Hudspeth (Sal)	375.78	101406
Mrs S Hudspeth (Exp)	69.44	101407
Cheshire Community Council	20.00	101408
Cheshire Playing Fields Assoc	30.00	101409
Saughall Homewatch	150.00	101410
Chester City Council (Rates)	103.00	Direct Debit

- (b) Receipts

Parish Precept	28,094.00
Interest to 19 April 2001 (14 day interest account)	60.13
Interest to 23 April 2001 (Treasurer account)	1.16

- (c) Accounts 2000/2001

The Parish Accounts for 2000/2001 were now complete and the Clerk presented them for signature prior to the Annual Audit.

- (d) Accounts 1999/2000

The Clerk had written to Hacker Young, the Council's Auditors, concerning its letter of Recommendations as it was unclear what problems had been identified in relation to Income.

Hacker Young had replied to the Clerk to inform that the point raised concerned Income such as Rent received, sales of Parish Footpath Booklets and miscellaneous Income. They had found no documentation to support these receipts.

RESOLVED:

That the Auditor's comments be noted.

80 POLICE/HOMEWATCH

(a) Police

PC Gareth Cooper had not been able to attend the meeting but nevertheless had sent a written report which the Clerk distributed.

The report detailed recent police activity in the village, the latest available crime figures and information concerning 2 Special Constables who had been assigned to the Rural Section.

PC Cooper informed that he would like to reduce burglaries of all types in the village and would like to offer Domestic Crime Prevention Surveys to any householders who required them. This would entail a personal visit to assess the property followed by a printed out Security Survey that would be sent to each individual house. The Council agreed that this service would be offered via its notice boards.

PC Cooper was aware of the various problems caused by youths in the area. He had been in close contact with both Headteachers, along with other relevant people in the village and with his supervisors, Sergeant Ankers and Inspector Cleworth. An action plan to combat young persons and alcohol related problems and nuisance youths on school premises was in the process of being developed and approved. It was hoped that a pilot scheme of this plan would be implemented soon.

RESOLVED: That

- (1) the report be received; and
- (2) the Clerk be requested to liaise with PC Cooper over the posting of appropriate notices on the Council's boards.

(b) Homewatch

Mr McIlwrick reported on a meaningful discussion which he had had with PC Cooper regarding crime in the village.

Mr McIlwrick informed on two recent acts of vandalism in the village. He also told the Council that he had written to Consignia to see if it would

be willing to aid security measures. (Crime and Disorder Committee Minute No 22/2001 refers) Unfortunately, the response he had received had been negative.

A car which was for sale was parked on the verge on Church Road. Concerns were raised as it was blocking visibility. Mr McIlwrick undertook to bring this situation to PC Cooper's attention. He also agreed to speak to the person responsible for leaving bags of grass cuttings at the corner of Newcroft.

It was reported that a car had been abandoned by the roundabout on the Parkgate Road near the exit to the garage. Councillor RA Storrar agreed to bring this situation to the attention of Chester City Council officers and request appropriate action.

## 81 MINUTES OF COMMITTEES

The Council considered the Minutes of its three Committees and received updates as appropriate including a report from the Chairman following discussions with Inspector Cleworth on Acceptable Behaviour Contracts and Anti-Social Behaviour Orders and partnership working.

It was noted that the Inspector would work with PC Cooper to produce a strategy for Saughall which would be presented to a meeting the Parish Council would be invited to convene.

### RESOLVED:

- (1) the Minutes of the meetings of the Planning Committee held on 2 and 26 April 2001 be received;
- (2) the Minutes of the meeting of the Finance and General Purposes Committee held on 26 April 2001 be received;
- (3) agreement be given to virement between budget heads in order to provide funding to refurbish the Vernon Institute Clock; and
- (4) the Minutes of the meeting of the Crime and Disorder Committee held on 3 May 2001 be received.

## 82 ANNUAL ASSEMBLY

The Council considered the proceedings of the Annual Assembly along with points raised and issues which needed to be addressed.

### RESOLVED: That

- (1) the condition and location of bus shelters in the village be considered at the next meeting of the Council in the light of the Council's policy on their provision;

- (2) the road surface on Church Road and Fiddlers Lane be closely monitored;  
and
- (3) the Clerk be requested to write to the owners of the Old Bakery – 2 Hermitage Road to raise concerns over the property’s dilapidated state.

83 PLANNING MATTERS

The Beeches, Beeches Lane, Saughall

The Council was informed that the planning application for land adjacent to this property had been withdrawn by the applicant.

84 HIGHWAY MATTERS

- (a) Hermitage Road – Slurry

There was no progress to report.

- (b) Kingswood Lane

There was no progress to report.

- (c) Thomas Wedge CE (Controlled) Junior School – Crossing Patrol

It was noted that although adverts advertising the position had been seen no appointment had been made.

- (d) Fiddlers Lane/Church Road Junction

It was agreed that the situation would be kept under review whilst building work continued in Kingston Court. Temporary resurfacing work had been requested and the Area Engineer had agreed to do what he could in the interim.

- (e) Possible Weekend Bus Service – Saughall to the Countess of Chester Hospital

The County Transport Co-ordinator had written to the Clerk to inform that the request for the additional service was best dealt with by the Chester Area Public Transport Committee as it was still dealing with public transport issues at present. No date had been set for the next meeting as results of the local elections were awaited but the Committee would normally be expected to meet again in June 2001.

A report would be prepared for the meeting. Information was requested on the likely demand for the service and what level of service (i.e. Hourly or one or two journeys).

The Council was not in a position to provide the information requested.

RESOLVED:

That the Clerk be requested to respond to the County Transport Co-ordinator as appropriate.

(f) Street Lighting

It was agreed that the review of the village's street lighting and the compilation of a priority list would be deferred to the next meeting of the Council.

(g) Deeside Park Junctions Study  
Public Consultation

Government Office for the North West (GONW) was currently overseeing a study covering the length of the A550/A5117 between the Deeside Park Junction (A548) and the M56. This roads based study was announced in "A New Deal for Trunk Roads in England" in July 1998. This stated that a study would be undertaken of the three ground level junctions on the A550-A5117-M56 in order to identify means of keeping traffic flowing on this part of the core network. The overall aim of the study was to make recommendations for a long term strategy to address congestion and safety problems.

The first consultation carried out in October 2000 generated a wide range of options. These were considered in more detail by consultants, Maunsell. The Option Consultation Document outlining this process was available for Members consideration along with a questionnaire that asked for views on the preferred range of options by 29 June 2001.

There would be an exhibition at Capenhurst Village Hall on Tuesday 19 June 2001 from 3pm to 9pm with a presentation at 6.30pm and Saturday 23 June 2001 from 10am to 3pm with a presentation at 11.30am.

RESOLVED: That

- (1) GONW be informed that this Council support Option 2 (extend M56 to Woodbank Junction Northern Alignment, with new grade separated junctions at Woodbank and at the M56/A5117 junction. The existing carriageway would become service access and facilities for pedestrian/cyclist/equestrian would be provided along it. This would include an accommodation bridge to link over Lodge Lane).
- (2) GONW be informed that this Council requests short term measures be put in place i.e. Traffic lights on the A5117 and appropriate speed restrictions.

(h) Deeside Public Inquiry

Mr R McConnell on behalf of Puddington & District Council had responded to Clerk's letter thanking the Council for its pledged support.

An Invoice would be sent at the appropriate time.

(i) Route Management Strategy (RMS)  
M53/A55/A483/A550 Birkenhead to Welsh Border  
Invitation to Route Seminar

The Highways Agency was currently undertaking a series of Route Management Strategies. The aim of the work was to provide a ten year framework for managing trunk routes as part of the wider transport network. They would assist the Highways Agency in optimising investment, providing consistency with other transport related strategies, improving forward planning and focusing on customer's views.

This strategy included the trunk roads around Chester and the Wirral; the Birkenhead to Welsh Border RMS specifically looked at the M53, A55, A483 and A550 routes. The Council was in receipt of a brochure introducing the RMS entitled "Seeking Your Views" along with a copy of the publicity note and plan of the route that announced that start of the project.

There would be a one-day seminar on 12 June 2001 to discuss this particular route and a representative of the Council was invited to attend.

RESOLVED:

That Councillor RA Storrar be nominated to attend the seminar on 12 June 2001 at a venue to be confirmed.

(j) Silage

It was reported that a local farmer had been leading silage through Saughall. Consequently, silage was strewn all over the village, particularly on Hermitage Road and Church Lane. Members were concerned that guttering and grids would become blocked.

RESOLVED:

That the Clerk be requested to bring the situation to the attention of the District Engineer.

85 ENVIRONMENTAL MATTERS

(a) Play Area Inspection - Fiddlers Lane Playing Field

The Council noted that all play equipment in the field was in good order.

RESOLVED:

That the condition of the play equipment be noted.

(b) Millennium Park Land

There was no progress to report.

(c) Notice Boards – The Ridings Infant School

RESOLVED:

That Councillor A Warrington be requested to bring a report to a future meeting of the Council on the positioning and type of board required following appropriate consultation with the Headteacher, Mrs Davies.

86 YOUTH PARISH COUNCIL/YOUTH FORUM

RESOLVED:

That Councillors Kerr and Warrington be requested to arrange and attend a further meeting with Mrs Pattison of the Saughall Youth Project in an attempt to create a bridge with the Youth Group and facilitate a Youth Forum.

87 VERNON INSTITUTE MANAGEMENT COMMITTEE

RESOLVED: That

- (1) the Minutes of the meeting of the Vernon Institute Management Committee held on 13 March 2001 be received; and
- (2) it be noted that a meeting between representatives of the Vernon Institute Management Committee and the Parish Council will be held at 7pm on Monday 12 June 2001 at the Vernon Institute.

88 PARISH COUNCIL SURGERIES

RESOLVED:

That the rota for the forthcoming Surgeries be as follows:

Date	Members
26 May 2001	Councillor Mrs BW Bell Councillor RA Storrar
2 June 2001	Councillor A Bailey Councillor Mrs J Young
9 June 2001	Councillor Mrs P Humphrey

89 LOCAL PANEL 7 MEETING

Councillor RA Storrar reported that issues considered by the Local Panel 7 Meeting held on 26 April 2001 at the Village Hall, Capenhurst had included Rural Road Maintenance and Telecommunications Masts.

RESOLVED:

That the report be received.

90 CHESHIRE ASSOCIATION OF TOWN AND PARISH COUNCILS

The Council received a copy of a letter from the County Secretary, Mrs Jackie Weaver, which informed on progress made following the adoption of the Parish Council's two motions at the Association's AGM. Mrs Weaver promised to write again when there was something to forward regarding either motion.

RESOLVED: That

- (1) the current position and limited progress in respect of each of the two motions be noted; and
- (2) Councillor A Bailey be nominated to attend the Training Course – 'The Parish Councillor' - on 7 July 2001 at the County Office, Burleydam.

91 FIDDLERS LANE PLAYING FIELD

The Council considered two quotations for the painting of the play equipment and fencing.

RESOLVED:

That the contract for the painting required in the Fiddlers Lane Playing Field be awarded in the sum of £1,040 to P Garnett of Saughall.

92 COMMUNICATION RECEIVED

The following communications had been received:

- letter from Mr C McIlwrick requesting an annual allocation of £150 towards the Homewatch from 2001/2002 onwards.

RESOLVED:

That the payment be made.

93 CIRCULARS

The following circulars had been received. Anyone wishing to see a copy would contact the Clerk.

Cheshire Police Authority – Agenda for Chester Police Forum meeting on 14 May 2001.

Zurich Municipal – Seminars on Risk Assessment – A Practical Approach – 9.30am, Poynton, Cheshire, 14 June 2001.

Cheshire Community Council – Rural Transport – Summary of funding for Rural Transport.

Cheshire County Council – Chester Matters May 2001.

Chester City Council's The Key Spring 2001.

Cheshire County Council – CQC April 2001.

Notes from the Civic Secretaries' Conference – March 2001.

CPRE Cheshire Branch – Your Countryside Your Voice, Annual Report, Consolidated Accounts, Spring/Summer Newsletter 2001.

Letter from Cheshire County Council dated 12 April 2001 – Foot and Mouth Outbreak – Re-opening of selected Countryside Sites and Paths.

Letter from Chester City Council dated 3 April 2001 – Information on Foot and Mouth Disease.

Newsletter – Archives and Local Studies Spring 2001.

Cheshire Community Council – Parish Network – Membership fee for 2001/2002 is £50.

Cheshire Cauldron.

94 EXCLUSION OF PRESS AND PUBLIC

RESOLVED:

That under Section 100(A)(4) of the Local Government Act 1972, the Press and Public be excluded from the meeting for the items of business listed below on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A to the Act.

Item	Paragraph
Industrial Relations	(1) particular employee (11) Industrial Relations

**PART 2: ITEMS OF BUSINESS CONSIDERED IN THE ABSENCE OF THE  
PRESS AND PUBLIC**

95 INDUSTRIAL RELATIONS

The Council received representations from an employee and a report from the Chairman in respect of industrial relations and Employment Law.

RESOLVED:

That the Clerk be requested to take the appropriate action and ensure maximum entitlement in accordance with current regulations.