

MINUTES OF A MEETING OF SAUGHALL AND SHOTWICK PARK PARISH
COUNCIL held on 4 December 2006 at the Vernon Institute, Saughall

In attendance: Councillor DF Holman
Councillor Mrs P Humphrey
Councillor WI Humphrey (Homewatch Co-ordinator)
Councillor Mrs J Johnson
Councillor B Kerr (in the Chair)
Councillor C Moss (Part)
Councillor RK Shukla
Councillor Mrs JE Storrar
Councillor RA Storrar
Councillor HL Thorniley-Jones
Councillor A Warrington (Part – Minute No's 190-195 only)
Councillor Mrs D Whitton
Councillor Mrs JM Young

Mr B Huxley, Saughall Cricket Club

190 APOLIGOES FOR AUTHORISED ABSENCE

Apologies for authorised absence were received from Councillor JG Johnson.

191 CODE OF CONDUCT – DECLARATIONS OF INTEREST

No Declarations of Interest were received.

192 MINUTES

The Chairman advised that he would like to amend Minute No 173 and provided the Clerk with a form of words in order to do so. Also, on the same Minute, Councillor WI Humphrey considered that his comment about the Clerk had been taken out of context and he now wished to amend it. An amendment was also received in respect of Minute No 177(a).

RESOLVED:

That the following amendments be made to the Minutes of the meeting of the Council held on 4 December 2006:

Minute No 173 (last paragraph)

Take out 'this would mean that the Clerk would receive the new model of contract of employment drawn up by NALC' and replace with the following:

'This would require the Clerk to be employed on a contract based on the model contract agreed between NALC and the SLCC'

Minute No 173 (fifth paragraph, first line)

Take out 'Clerk' and replace with 'Clerk's test'

Minute No 177(a) (second paragraph, last line)

Take out 'car park' and replace with 'basketball area'

193 OTHER AMENDMENTS TO MINUTES

Members indicated that they wished to further amend the Minutes in respect of issues concerning the Clerk that were discussed at the last meeting in Part 2, in the absence of the press and public.

RESOLVED:

That further amendments to the Minutes be made in the absence of the press and public.

194 EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED:

That, under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 1 of Part 1 of Schedule 12A to the Act. The public interest test had been applied and favoured exclusion of the information from the press and public.

195 FURTHER AMENDEMENTS TO MINUTES

Members put forward amendments in respect of Minute No 189 – Working Arrangements of the Clerk.

The Clerk reminded those Members who had been present at the last meeting that they knew exactly what had been said and done at the last meeting in the absence of the press and public. She disputed that with the addition of the amendments the Minutes would be an accurate reflection and correct record of the proceedings of the previous meeting and informed that she would be recording this in the Minutes.

The Chairman considered the proposals he had put forward should have been included in the Minutes. However, the Clerk reported that as the Minute was an overview of exempt information and as it was available to the press and public it was appropriate to omit personal detail. The Chairman enquired as to how the Council could keep a formal record of the proposals in the circumstances and the Clerk informed him that if he had produced a written report (to be circulated before the meeting) instead of an oral one there would already be a record in existence. The Chairman agreed to provide a written retrospective report detailing his proposals for Members of the Council.

RESOLVED:

That subject to the following amendments and those already made (Minute No 192/2006 refers) the Minutes of the meeting of the Council held on 6 November 2006 be confirmed as a correct record:

Minute No 189 (fourth paragraph)

Take out ‘informed that she wished to leave’ and replace with ‘said that she was leaving’ and delete the second resolution.

196 MINUTES OF COMMITTEES

RESOLVED:

That the Minutes of the Planning Committee held on 4 November 2006 be received.

197 GOLDEN JUBILEE PARK DEVELOPMENT

(a) Planning Issues – Revised Planning Application

Councillor RA Storrar informed that he had spoken to a Chester City Council Planning Officer about the visual splay for traffic leaving the Park. He had been informed that planning guidance would be provided but it was necessary to satisfy Cheshire County Council Highway Engineers. If they were happy Cheshire railings could be erected once the hedge was removed.

(b) Car Parking Provision – Guarantee of Products and Workmanship

At the request of the Council the Clerk had written for and received the assurances of the external contractors in respect of terms and conditions of guarantees for the surfacing material and its installation. (Minute No 177(c)/2006 refers)

RESOLVED: That

- (1) the assurance of the external contractors in respect of their terms and conditions be accepted; and
- (2) the car parking area be fenced before the surfacing work is undertaken.

(c) Quotations for Fencing-Off the Car Parking Area

Members considered that the best option was to use the same style of fencing that had been used elsewhere in the Park. Approximately 51½m was required to fence-off the car parking area. It would be necessary to relocate/remove a community seat that was in the Park and in the way of the fence line.

RESOLVED: That

- (1) the Clerk be requested to ask Ringwood Fencing to provide a quote for the fencing work required including the relocation/removal of the community seat; and
- (2) the Chairman be requested to meet on site with a representative of Ringwood Fencing to agree exactly where the fencing would go.

198 SUSPENSION OF STANDING ORDERS

RESOLVED:

That Standing Orders be suspended and the representative of Saughall Cricket Club be allowed to take part in the discussions in respect of Minute No 199 (d).

- (d) Proposal to site a Storage Container to the rear of the Uniform Groups' Headquarters to provide safe storage for ground maintenance equipment.

The Council had been sent a copy of the planning application by Chester City Council as it was a statutory consultee.

Councillor Mrs J Young informed that she was unhappy with the proposal to site the storage container and considered it to be better positioned parallel with the hedge.

Mr Huxley informed that he had not been told of the proposal to site a basketball area behind the Uniformed Groups' Headquarters. It was reported that this was an outstanding issue that would require additional planning consent. However, it was also reported that when Council representatives met with youngsters of the village the siting of the basketball area would be one of the issues for discussion.

RESOLVED:

That the Council make no comment on the planning application submitted by one of its project partners and that Saughall Cricket Club be requested to amend its application in light of the Council's comments.

STANDING ORDERS BACK IN FORCE

- (e) Fiddlers Lane Playing Area

Members noted that the equipment in the playing field was in good condition.

Mr Phil Davies, Chester City Council's Play Area Development Officer, had informed that his Department was unable to provide quarterly play equipment inspections for the Parish Council at the present time but had put her in touch with the Clerk to Upton-by-Chester Parish Council, Ms Sandra Devenney, who had recently sought external contractors for this work. The Clerk had been in touch with Ms Devenney and had been informed of the detail of the quotation she had received from external contractors.

Members considered the situation with moles on the play area but it was unclear whether or not any had been caught.

RESOLVED: That

- (1) the reports be received;
- (2) the Clerk be requested to contact Morral Play Solutions for a quotation to undertake quarterly play equipment inspections along similar lines to the quotation received by Upton-by-Chester Parish Council; and
- (3) Councillor C Moss be requested to find out what had happened in respect of the moles and bring a report to the next meeting of the Council.

200 POLICE/HOMEWATCH

(a) Homewatch

Councillor WI Humphrey, in his capacity as Homewatch Coordinator, provided the Council with a report setting out current issues and details of criminal activity in the village.

It was also reported that thieves were operating in the Co-op Stores and in the car park. A piece had been included on the Council's website warning people to be alert and vigilant.

Members recorded their thanks for the excellent work Councillor WI Humphrey was carrying out in respect of the Homewatch and requested that he regularly liaise with the Homewatch Coordinator in Mollington.

(b) Crime Prevention Panel – 13 November 2006 at Blacon Police Station

Councillor WI Humphrey informed that he had been unable to attend the Panel meeting. It was noted that the next meeting was scheduled for 22 January 2007.

(c) Police Community Support Officers

The Clerk informed that she was now in possession of the draft Service Level Agreement in respect of the employment of Police Community Support Officers. She recommended that this item be placed on the agenda for consideration at the next meeting of the Finance and General Purposes Committee scheduled for 7:30pm on Thursday, 21 December 2006.

RESOLVED:

That the draft Service Level Agreement in respect of Police Community Support Officers be considered at the next meeting of the Finance and General Purposes Committee.

201 ACCOUNTS

(a) Payments made since the meeting of the Council held on 6 November 2006:

RESOLVED:

That the following payments be approved:

<u>Financial Year 2006/2007</u>	<u>£</u>	<u>Cheque No</u>
Mrs S Hudspeth (Expenses)	55.05	101943
Mrs S Hudspeth (Salary)	589.04	101944
Mr H Wilkinson (Materials)	15.00	101945
Mr R Hipkiss (Street Cleaning)	910.23	101946
Oaktree Nurseries (Christmas Lights)	117.50	101947

(b) Receipts

RESOLVED:

That the following receipts be noted:

	£
Interest to 21 November 2006 (14 Day Account)	123.13
VAT Repayment	5,242.73

(c) Cash to Bank Reconciliation

RESOLVED:

That the content of the cash to Bank Reconciliation be noted.

(d) Payments of Honoraria

It had been custom and practice to make annual payments at this time of year to those who had carried out voluntary work in the village (library and clock winding) for the good of the local community in recognition of the valued contribution they made. Members were unsure how many ladies worked in the library and Councillor Mrs D Whitton volunteered to find out.

RESOLVED:

That the Finance and General Purposes Committee be given delegated authority to consider and make payments at its next meeting to the ladies who voluntarily manage the library and to the gentleman who voluntarily winds the Vernon Institute Clock.

202 YOUTH ISSUES

(a) Cheshire County Council's Youth Outreach Team

The Chairman reported that he had recently spoken to Skippy Roberts, Cheshire County Council's Outreach Team's Leader. Mr Roberts had informed that Outreach workers were coming to the village soon and would identify individual youngsters to meet with Parish Council representatives as previously agreed.

(b) Saughall Youth Club

Councillor Mrs H Thorniley-Jones reported that she had attended a meeting on 23 November 2006 where an Action Group had been established to form a new Youth Club Management Committee and constitution. The Youth Federation were prepared to assist where possible. There was an insurance query but this would be discussed with the Vernon Institute Management Committee.

Members paid tribute to those who had run the Youth Club over the last few years.

RESOLVED: That

- (1) the Clerk be requested to write to the vicar, Rev. Brian Harris, and invite him to chair the newly established Action Group; and
- (2) those villagers who had run the Youth Club over the last few years, including Mrs P Povey, be thanked for their hard work.

203 REVIEW OF PRIMARY SCHOOL PROVISION IN SAUGHALL

(a) Options for Change

It was noted that Cheshire County Council had held an event at the Ramada Hotel on the afternoon of 30 November 2006 in order to formally announce the options for change in respect of the Local Education Authority's primary school provision. Mr Bob Armitage, Chairman of the Cheshire Association of Local Councils, had been in attendance but individual Parish Councils had not been invited to send representatives. However, there would be a drop-in session on 12 December 2006 between 3pm and 7pm at the Bishop Heber High School in Malpas and on 13 December 2006 from 3pm-7pm at the Town Hall, Chester.

The Clerk had received a letter dated 30 November 2006 from Cheshire County Council's Director of Children's Services setting out the emerging options for change in school provision. It was noted that a possible amalgamation had been identified in respect of Saughall The Ridings Community Infant and Saughall The Thomas Wedge CE (Controlled) Junior Schools.

RESOLVED: That

- (1) the reports be received; and
- (2) the situation continue to be monitored and considered again at the Council meeting in February 2007.

(b) Saughall The Ridings Community Infant School

It was reported that the Ridings Community Infant School had made it onto the Annual Report of the Chief Inspector of Schools' list after the Office for Standards in Education deemed it an outstanding institution.

It was the only school in Chester to make the list and one of 22 in Cheshire.

The School was given a rating of one in each category it was marked in. One was the highest mark and meant the school was outstanding in that area.

The inspection found that children not only reached very high standards in reading, writing and mathematics and science in year two, but also did well in personal development, including spiritual, moral, social and cultural development. The report said that overall the children's achievements at the school were exceptional, with a high proportion reaching level three in English, maths and science.

RESOLVED:

That the Clerk be requested to write to Mrs JM Davies, Headteacher, Saughall The Ridings Community Infant School, on behalf of the Council, to congratulate her on her School's outstanding achievement.

204 HIGHWAY ISSUES

(a) Parked Cars on Pavements

Councillor Mrs JE Storrar informed that in her capacity as a Chester City Councillor she had been invited to submit details of locations where verges had been damaged by vehicles to her Council's Parking Services Manager, Mr David Bennett.

RESOLVED:

That Councillor Mrs JE Storrar be requested to inform Mr Bennett that verges regularly damaged by vehicles include those on Church Road to Councillor C Moss' property, Lodge Lane, Saughall Hey and Greenway.

(b) Proposed A5117 Major Roadworks for Highway Agency

The Chairman informed that he had attended the Turf Cutting ceremony on 8 November 2006. He had used the opportunity to speak to Cheshire County Council Highway Officers and the contractors about a series of traffic problems being experienced in Saughall, especially during peak periods. He had made very strong representations for temporary traffic lights to be installed to be used during the rush hour. This had been noted and the Chairman had been informed that the position was being monitored. It was noted that traffic on the A5117 would be considerably slowed down as a result of the works and this may allow traffic from the A540 on to the roundabout. The Chairman had made the point that the problem was caused by the shear volume of traffic.

The Chairman had also reminded the County Council Officers that this Council had been promised any Cheshire fencing that was removed.

The scheme was due to be completed by September 2008. Once these improvement works had been undertaken it would make a tremendous difference to the traffic flow in the local area.

The Clerk informed that she had received a letter dated 24 November 2006 from Carillion's Project Manager, Mr Kevin Lucas, informing that as part of the continuing commitment made by Carillion Roads to keep local people informed of the project's progress, one of the steps to be taken was to hold quarterly meetings with Local Authorities, Parish Councils and Key Stakeholders. This would allow not only Carillion but also the other parties to raise issues as well as provide up to date information relating to the project.

It was intended to hold the first liaison meeting on Tuesday, 16 January 2007 at 10:30am at the site compound on Parkgate Road.

Members also noted the content of an email dated 8 November 2006 from Mr Mike Jordan concerning the impact the road scheme would have on pedestrians.

RESOLVED: That

- (1) the report be noted;
- (2) Councillors B Kerr, C Moss and Mrs J Young be requested to represent the Council at the Liaison Meeting scheduled for 16 January 2007; and
- (3) Mr Johnson's email be forwarded to the Parish Paths Warden for information.

(c) Speeding Traffic

The Clerk had written to Cheshire County Council's Area Engineer, Mr C Lloyd, and County Councillor D Rowlands on 7 November 2006 to register the Council's concerns over speeding traffic through the village and particularly on Hermitage Road.

Mr A Bailey had emailed the Clerk on 22 November 2006 registering concerns over the dangers of speeding traffic on Hermitage Road. Cheshire County Council's Senior Engineer, Mr Graham Lowe, had responded on 28 November 2006. He informed that the issue of speeding traffic was a common source of complaint throughout Cheshire but unfortunately his Authority did not have the resources to 'traffic calm' all roads where problems were reported. A list had been compiled of approximately 90 locations where traffic calming had been requested in Chester District. This included Hermitage Road, Long Lane and Church Road. No funding was available in the 2006/2007 programme for schemes of this nature and it was unlikely that the situation would change in the near future.

Mr Lowe reminded the Council of the 'Set the Pace' initiative, the use of Speed Indicator Devices and Community Speedwatch.

County Councillor Rowlands had not formally responded to the Clerk's letter but had indicated to some Members that he was dealing with the complaint.

RESOLVED:

That the reports be noted.

(d) Heavy Goods Vehicles on Lodge Lane

Councillor Mrs P Humphrey reported that a number of HGV vehicles were accessing Saughall via Shotwick Park and Lodge Lane.

RESOLVED:

That the Clerk be requested to inform the District Engineer, Mr Graham Anderton, about the HGV lorries and the belief that they were going to Green Farm, property in the ownership of Cheshire County Council.

(e) Hermitage Road – Hedges and Footpaths

Mr A Bailey in his email of 22 November 2006 had also raised concerns about overhanging hedges along Hermitage Road that caused pedestrians to have to step out into the road to get passed.

RESOLVED:

That the problem with overhanging hedges be brought to the attention of the District Engineer, Mr Graham Anderton.

205 WASTE COLLECTION SERVICE

Councillor DF Holman reported that people in the village had not been consulted on proposed changes to the refuse collection service and that the deadline for receipt of comments had now passed.

Members agreed that the consultation process on this occasion had not been adequate and considered parished areas had not enjoyed the same level of consultation as the unparished areas.

RESOLVED:

That the Clerk be requested to write to the leader of Chester City Council, Councillor P Roberts, informing him of the Council's frustration, dismay and disappointment over the way his Council's recent consultation exercise regarding options for future refuse collection in the Chester District had been conducted and requesting his comments.

206 PARISH COUNCIL SURGERIES

(a) Surgery held on Saturday, 2 December 2006

Councillor C Moss had informed the Chairman that a parishioner had complained about the lack of signage on the public footpath in the Pigeon Wood area. The Clerk undertook to inform the Ranger and ask him to take any necessary action.

(b) Surgeries to be held on Saturdays, 6 January 2007 and 3 February 2007

RESOLVED:

That Councillor B Kerr be requested to preside over the January Parish Council Surgery and Councillor Mrs H Thorniley-Jones over the February Surgery to be held between 10:00am and 10:45am in the Parish Room on Fiddlers Lane, Saughall and bring reports on proceedings to the Council meeting on 5 February 2007.

207 VERNON INSTITUTE MANAGEMENT COMMITTEE

There was currently nothing to report of interest to the Council.

208 ODD JOBS

RESOLVED:

That Councillor Mrs H Thorniley-Jones be requested to ascertain whether the litter bin sited by the Greyhound Public House had been fixed and if it hadn't the Clerk be requested to obtain a quote for a lockable bin.

209 ATTENDANCE AT MEETINGS OF OUTSIDE BODIES

(a) Representation at meetings of Outside Bodies

RESOLVED:

That there be no Parish Council representation at the National Association of Local Councils – Shaping Communities Conference on 13 February 2007.

(b) Reports of those who attended meetings of Outside Bodies:

(i) Gowy North Area Committee

Thursday, 16 November 2006, 7:00-9:00pm at the Mickle Trafford Village Hall, Warrington Road, Mickle Trafford

Issues discussed included updates on Policing, Project Rural Matters, Fire and Home Safety and Community Safety Wardens. It was also reported that there had been a very informative presentation on grounds maintenance.

Area Committee payments had also been on the agenda and it was noted that the Greyhound Football Team had been successful in attracting a £2,000 grant.

RESOLVED:

That the reports be received.

210 CIRCULARS

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

Chester City Council's Ethics and Standards Committee Agenda – 23 November 2006

Cheshire County Council's Cheshire Matters – November 2006

Rekki – Even faster delivery on your Nclude™ Youth Shelter

Cheshire County Council's Winter Gritting Routes Leaflet 2006/2007

Cheshire Training Partnership – 2007 Training Dates (Attached)

Chester City Council's Council Agenda – 29 November 2006