

MINUTES OF A MEETING OF SAUGHALL AND SHOTWICK PARK PARISH COUNCIL held on 7 April 2008 at the Vernon Institute, Saughall

In attendance: Councillor DF Holman  
Councillor Mrs P Humphrey  
Councillor WI Humphrey (Homewatch Co-ordinator)  
Councillor JG Johnson  
Councillor Mrs J Johnson  
Councillor B Kerr  
Councillor Mrs J Knox  
Councillor RK Shukla  
Councillor Mrs JE Storrar  
Councillor RA Storrar  
Councillor Mrs H Thorniley-Jones  
Councillor A Warrington  
Councillor Mrs JM Young (in the Chair)

PCSO Mike Butler

59 APOLOGIES FOR AUTHORISED ABSENCE

Apologies for authorised absence were received from Councillor Mrs D Whitton.

60 MEMBERS' CODE OF CONDUCT – DECLARATIONS OF INTEREST

Councillors Mrs J Knox, RK Shukla, Mrs JE Storrar and RA Storrar declared personal interests in respect of the item on the agenda – The New School and the Future of the Thomas Wedge CE (Controlled) Junior School Building (Minute No 70/2008 refers) because of their association with the local Schools.

61 MINUTES

RESOLVED:

That the Minutes of the meeting of the Council held on 3 March 2008 be confirmed as a correct record.

62 THE CURRENT “BUS WAR”

The Council had discussed the problems being caused by Arriva Buses at its last meeting and particularly the damage being caused to the grass verges. Consequently, the Clerk had been requested to write to Arriva Ltd to invite a representative of the company to attend this meeting to discuss the situation in the hope that satisfactory solutions could be found (Minute No 46(c)/2008 refers).

Mr Ian Murphy, a Chester Inspector, and a colleague were in attendance. They were informed that the increase in Arriva bus services to Saughall was causing problems. Issues discussed included the size, number and speed of the buses, their frequency and the damage and congestion being caused.

Mr Murphy realised that there was a problem. He appreciated being invited to explain Arriva's point of view. He informed that new smaller and narrower buses had been

ordered and were expected to be in use by the end of May/beginning of June. There were problems when buses had to mount the pavements to get past parked vehicles, smaller buses would remedy this to a certain extent but motorists were urged to park responsibly.

It was agreed that Arriva would make some adjustments to the route at the beginning and end of the school days. Buses would also wait at the Peg until the bus in the Ridings estate had come out and gone past. The problem would be kept under review and Mr Murphy agreed to meet with the Council again once the new "shuttle" buses had been operational for a month to assess the situation.

RESOLVED: That

- (1) Mr Murphy and his colleague be thanked for their attendance at the meeting; and
- (2) the situation regarding the buses be kept under review.

### 63 POLICE/HOMEWATCH

#### (a) Police

PCSO Mike Butler presented a report on incidents of crime and anti-social behaviour that had occurred in the village over the last month. There had been three reports of criminal damage and one of theft. Panels had been damaged at the bus shelter on Church Road and alcohol had been seized from underage youths in the Golden Jubilee Park.

PCSO Butler also reported on fixed penalty notices he had given out, further police surgeries and plans for increased police visibility in the village.

PCSO Butler's written report in respect of March 2008 had been provided retrospectively for Members' information.

RESOLVED:

That the PCSO's reports be received and he be thanked for his attendance this evening.

#### (b) Homewatch

Councillor WI Humphrey, in his capacity as Homewatch Coordinator, detailed anti-social activity that had taken place over the last month in the village. This included underage drinking, motorcyclists riding in the wood and problems at the bus shelter on Church Road and on the Old Coach Road.

RESOLVED:

That the report be received.

64 YOUTH ISSUES

It was reported that Youth Club's visit to the Ten Pin Bowling Alley had taken place. The Council had previously agreed to fund this outing at a total cost of £146, including hiring a minibus (Minute No 24/2008 refers).

Members were informed that 16 young people had been involved, they had all been well behaved and had enjoyed burger and chips.

The youngsters had appreciated the gesture and a letter from the Youth Club thanking the Council for financing the event was read out for Members' information.

RESOLVED:

That the report be received.

65 HIGHWAY ISSUES

(a) Parked Cars on Pavements

PCSO Mike Butler informed that when he came across parked cars on pavements he dealt with them. The situation was improving at the Thomas Wedge CE (Controlled) Junior School but motorists were parking in the Co-operative Stores' car park. The area around the Ridings Community Infant School was still a problem. Walking schemes were being introduced and it was expected that more children would walk to school during the Summer months.

RESOLVED:

That the report be received.

(b) A5117 Major Roadworks

It was reported that despite the very wet January, work had continued allowing surfacing to the new link roads and bridge to be completed and they were now in use. The new section of the road was opened to traffic on 7 February 2008. The next stage was to construct the remainder of the westbound carriageway and this should be opened in mid May 2008.

The wet weather had hindered work on Lodge Lane Bridge. Carillion informed that it would be completed when material became available from beneath the temporary diversion at Parkgate Road. It was expected that the bridge would be opened towards the end of June 2008.

The next Parish Liaison meeting was scheduled for Tuesday, 13 May 2008 at Carillion's Offices.

RESOLVED: That

(1) the progress report be received; and

(2) Councillors RA Storrar and Mrs J Young be requested to attend the next Parish Council Liaison meeting and report on its proceedings to the June Council meeting.

(c) Speeding Traffic and the use of the Speed Indicator Device (SID)

Councillor WI Humphrey reported that the Council had borrowed the SID on 11 March 2008 but the weather had been inclement so it had only been used twice. The highest speed had been 59 mph and there had been two vehicles caught doing 53 mph.

The speed gun was booked from 7 April 2008 and Councillor WI Humphrey was in receipt of it. However, as he was very busy organising the Fun Day on 5 May 2008 he asked if someone else could arrange the speed checks.

RESOLVED: That

(1) report be received;

(2) Tony Summers, Saughall Neighbourhood Management Team Co-ordinator, be requested to arrange the speed checks using the speed gun; and

(3) an assessment be carried out to see if the speed gun and SID could be used on Long Lane.

(d) Fly Posting

Kay Parry, Cheshire County Council's Senior Engineering Technician, reported that the County Council had not authorised any of the signs that had been put up around the village and they were therefore illegal obstructions in the highway. On several occasions she had arranged for signs to be removed but they kept reappearing. Consequently, Ms Parry intended to speak to the main offending business and ask it to refrain from putting up signs. If it continued to do so the County Council had powers to charge for their removal.

The Council was advised not to remove any of the signs but instead to report them to the County Council's Area Office on 0845 002 0666 or by emailing [engch@cheshire.gov.uk](mailto:engch@cheshire.gov.uk) because of the health and safety risk to individuals who were not trained or insured to work on the highway.

RESOLVED:

That the report be received.

(e) Disabled Access – Wain House

It was noted that cars parking on the disabled access at Wain House no longer appeared to be a problem.

(a) Field Committee's Report

It was reported that the recent Field Committee meeting had been poorly attended. There had been a walk around the Park to identify areas that required attention. The positioning of the Aerial Runway had been discussed and it had been proposed to site it away from the Uniform Groups' Headquarters. It had been agreed where to put the balancing beam and stepping stones.

RESOLVED: That

(i) the report be noted; and

(ii) the Clerk be requested to ask Mr Wilkinson to install the balancing beam and stepping stones.

(b) Quotations

Some quotations had been returned but not enough to make any decisions yet.

RESOLVED:

That the Chairman and Clerk be requested to look at the quotes received and the Clerk be requested to obtain others where it is considered necessary and a further report be brought to the next meeting of the Council.

(c) The Park's Official Opening – 'Family Fun Day' – Monday, 5 May 2008

The Council received an update on arrangements being made by the steering Committee for the 'Fun Day'. Arrangements discussed included those for the time capsule, posters asking people to walk to the event, major items hired, key positions, banners and bunting, safety, publicity, refreshments, funding the activities of school children and the raffle.

Members also discussed where to site the Millennium Stone (corner of the swing park near to the road) and how it could be moved to the Park. It was reported that Councillor RA Storrar had bought a Copper Beach Tree to plant in the Park and it was agreed to ask Mrs Cake-Bread, the Tree Warden, where was the best place to plant it.

It was agreed that the Clerk was responsible for all the financial arrangements.

The next meeting of the Steering Committee would be at 4pm on Sunday, 13 April 2008.

RESOLVED:

That the report be received.

(d) Funding Application for an Aerial Runway

The Clerk reported that the Council had been successful in its application for a grant of £5,000 to Chester City Council to assist the purchase and installation of an aerial runway. The sum had been awarded on the basis of the information the Clerk had supplied on the application form. City Council Members considered that it was important to fund equipment that offered a real challenge and provided a degree of risk within a controlled environment. The Parish Council's own financial support for the project had been duly noted. If the project required some modification to the design that may affect the legitimate use of the amount awarded then the Parish Council was expected to contact the Play Development Officer without delay and prior to ordering any works.

It was noted that the aerial runway had been ordered and it was expected that it would be installed by the end of April 2008.

RESOLVED:

That the report be received.

(e) Chester City Council's Funding Opportunity for Local Projects

The Clerk reported that she had received information of another grant that could be applied for from Chester City Council. However, the correspondence received did not indicate how much funding could be requested.

It was reported that the Football and Cricket Clubs wished to purchase safety netting for the Golden Jubilee Park and that this could be the basis of a bid by them. Any funding application had to be submitted by 28 May 2008.

RESOLVED: That

(1) the report be received; and

(2) the Clerk be requested to pass the information to Mr B Huxley in the hope that a successful bid could be put together by the Football and Cricket Clubs to purchase and install the safety netting.

(f) CCTV – Application for Funding from Gowy North Area Committee

The Clerk reported that the Council had been successful in its bid for £2,900 to purchase and install CCTV equipment in the Uniform Groups' Headquarters in the interests of community safety.

The City Council was making this contingency payment on the understanding that the nature of the work was urgent (and in this case a wish to protect the property before the lighter evenings) and that the works would be carried out as soon as possible.

Consequently, the Clerk had ensured that the CCTV installation work had taken place on 27 March 2008.

The Clerk requested that the Council give consideration to giving the old CCTV equipment to a worthy cause.

RESOLVED: That

(1) report be received; and

(2) the Chairman be requested to ask the Vernon Institute Management Committee if it would like to make use of the old CCTV equipment.

(g) Saughall Rangers Community Project

Further to Minute No 57/2008 Members were informed that the Saughall Rangers Community Project had been carried out very successfully and had enhanced the Golden Jubilee Park.

It was reported that funding had been obtained to stock the ponds with fish.

The Clerk made reference to the fact that the Council at its last meeting had proposed that consideration be given to making Community Awards in the form of certificates in frames to people who carry out good deeds in the community. She had some examples of certificates that could be adapted and used.

RESOLVED: That

(1) the report be received;

(2) Colin Moss be presented (at the Family Fun Day) with a Community Award for his service to the local community and in the light that he was selling his property and leaving the village shortly; and

(3) Councillor Mrs H Thorniley-Jones be requested to look at the examples of certificates and inform the Clerk which example she found to be the most appropriate and provide a form of words to be incorporated onto it.

(h) Chester City Council's Contributions to Play Areas in Parished Areas 2008-09

It was reported that normally funding of up to £5,000 could be applied for representing one-third to two-thirds of the total projects costs. The closing date for receipt of applications was 2 May 2008.

RESOLVED:

That quotes be obtained for a multi-play football and games unit or "goal-end" which will be the subject of a funding application to Chester City Council.

(i) Parish Council's Contractor – Mr DJ Francis

Mr Francis had written to the Clerk on 27 March 2008 regarding an outstanding amount that had been held back pending completion of outstanding works. Mr Francis was of the opinion that the Council owed £1,959.49 but the Clerk's

calculated that it was (£744.65 (Minute No 183(a)/2005 refers). This was in relation to outstanding work on the perimeter path.

RESOLVED:

That Mr DJ Francis be sent a cheque for the outstanding amount of £744.65.

(j) Fiddlers Lane Playing Field

The Council monitored the condition of the play equipment and surfaces and agreed it was acceptable. The balancing beam and stepping stones had been delivered and needed to be installed.

Councillor Mrs H Thorniley-Jones informed that the Government's ten year Children's Plan was to move away from the "no ball games" culture towards a vision for public space where children of all ages could play and young people could be more independently mobile. Members were reminded that there were some grassed amenity areas in the village and if play equipment was located on these it would encourage children to play outside. It was noted that children over 11 years of age were prohibited from playing ball games on the grassed amenity areas.

RESOLVED: That

- (1) the report be received;
- (2) the Clerk be requested to ask Mr Wilkinson to install the stepping stones and balancing beam in the swing park; and
- (3) in future, when funding opportunities arise to purchase play equipment, the Housing Association be requested to allow some to be located on the grassed amenity areas in the village.

67 ACCOUNTS

(a) Payments made since the meeting of the Council held on 3 March 2008:

RESOLVED:

That the following payments be approved:

<u>Financial Year 2007/2008</u>	<u>£</u>	<u>Cheque No</u>
Chester Security Systems Ltd (Removal of CCTV equipment From Parish Room, etc)	44.65	102089
Saughall Neighbourhood Management Team (Grant)	625.00	102090
University of Chester (Printing two newsletters)	431.25	102091
Cancelled		102092
Timberline (Balancing beam and stepping stones)	414.20	102093
Fusioneering (Repair to gate)	180.00	102094
All Cheshire Garden Services (1 cut)	120.00	102095
Chester Security Systems Ltd (CCTV equipment and Installation)	3,407.50	102099

<u>Financial Year 2007/2008</u>	£	Cheque No
Mr R Hipkiss (March 2008 Litter picking)	910.23	102101
HM Revenue & Customs	680.17	102102
Mrs S Hudspeth (Expenses)	36.00	102104
Saughall Youth Club Outing	146.00	102105
Mr DJ Francis (Sum outstanding re: the perimeter path (Minute No 66(i)/2008 refers))	744.65	102106

<u>Financial Year 2008/2009</u>	£	Cheque No
Allianz Insurance plc	1,302.64	102096
Cheshire County Playing Fields Association (Affiliation fee)	17.00	102097
Cheshire Association of Local Councils (Affiliation fee and Local Council Reviews)	647.37	102098
Cheshire Community Council (Membership fee)	50.00	102100
Mrs S Hudspeth (Salary)	622.69	102103

(b) Receipts

RESOLVED:

That the following receipts be noted:

	£
Interest on 14 Day Interest Account to 21 March 2008	63.03

(c) Cash to Bank Reconciliation and Golden Jubilee Park Development Fund Reconciliation

RESOLVED:

That the content of the Cash to Bank Reconciliation and the Golden Jubilee Park Development Fund Reconciliation be noted.

(d) Audit of Accounts 2007/08 to 2011/12

The Clerk had received a letter dated 17 March 2008 from the Audit Commission that confirmed that appointment of Jackie Bellard of the Audit Commission's Limited Assurance Specialist Unit as auditor to the Council for the financial years 2007/08 to 2011/12.

The letter also confirmed the appointment of the panel of the Audit Commission officers referred to in a previous letter on 28 January 2008 (Finance and General Purposes Committee Minute No 11/2008 refers).

RESOLVED:

That the report be noted.

68 LOCAL GOVERNMENT RE-ORGANISATION (LGR) IN CHESHIRE

Arrangements for the implementation of the plans for the two new authorities were now in place. Joint Implementation Teams were fully operational for both Cheshire West and Chester and Cheshire East and had been meeting for some time.

RESOLVED:

That the report be received.

69 DRAFT NORTHWEST REGIONAL SPATIAL STRATEGY (RSS) – PROPOSED CHANGES PUBLISHED FOR CONSULTATION

The Government Office for the North West had written to the Clerk to consult the Council on the proposed changes to the draft Regional Spatial Strategy (RSS) the North West of England. The RSS provided a regional framework for development and investment over the next fifteen to twenty years and was part of the statutory development plan for every local authority in the North West.

Consultation documents were available for the internet or from the Clerk and the consultation would run until 23 May 2008.

RESOLVED:

That the details of the consultation exercise be noted.

70 THE NEW SCHOOL AND THE FUTURE OF THE THOMAS WEDGE CE (CONTROLLED) JUNIOR SCHOOL BUILDING

The Clerk reported that the ‘Drop-In’ event arranged by Cheshire County Council would be held between 5:30pm-7:00pm on Monday, 28 April 2008 at the Vernon Institute. This was immediately before the Parish Assembly.

That Clerk had shared the Council’s concerns about the burial land required and the affordable housing scheme with the County Property Manager in the light of the planning application the County Council had made for the new school. They all needed to be accommodated in the same part of the village near Lodge Lane.

The County Council’s Strategic Property Advisor, Mr Phil Kershaw, had responded informing that in considering the alternative site options for the new school he had been aware of the proposed housing scheme and the additional burial land requirement. These considerations had been taken into account during the site assessment process as part of the County Council’s commitment to working in partnership with local communities by establishing a site development strategy that could facilitate the future realisation of the proposals.

It had been determined that sufficient additional land could be added to the existing junior school site in the form of adjacent County Farms land to provide sufficient site area for the new primary school without jeopardising access to either an additional burial ground area or affordable housing development site. As the scheme had developed in light of this criteria an area of 0.6243 Ha (1.54 acres) had been taken

from the 2.13 Ha (5.26 acres) adjoining County Farm land leaving an area of 1.5 Ha (3.7 acres) for future development including affordable housing and burial land.

From the indicative affordable housing layouts received from Harrison Pitt Architects the proposed housing access road would be taken from Lodge Lane in consideration of which the County Council had indicated a corresponding temporary road access allowing construction vehicles to approach the school development clear of Church Road and which could be the basis of the proposed housing access road.

Mr Kershaw had looked at the site location plan submitted with the planning application and noted that the temporary contractors' access road had been included within the site development area edged red which appear to be leaving an isolated residual area not accessible for burial ground use or housing development.

RESOLVED:

That the contents of the report be noted.

71 SAUGHALL FOOTPATHS

Cheshire County Council's Land Agent had not responded to any of the Clerk's emails.

RESOLVED:

That the position be noted.

72 RENAMING OF A ROAD IN SAUGHALL

Chester City Council was consulting the Council because the owner/occupier of Church Lodge, Parkway had requested that the lane leading to his property Thomas Wedge Road/Thomas Wedge School Road be renamed Church Lane as his property was only accessed off this lane.

RESOLVED:

That Chester City Council be informed that they would like the Lane to be renamed Thomas Wedge Lane.

73 CONSULTATION ON FUTURE WASTE COLLECTION SERVICES

Chester City Council provided a weekly collection of household waste (or rubbish) from all homes across the District. It planned to make changes to waste collection services and were asking all households for their views before making a decision on which collection service would be best. Consequently, the Clerk had received a letter dated 7 March 2008 from Chester City Council's Community Safety and Public Space Manager informing her about the consultation and requesting that the Parish Council helped in raising awareness in the local area. The consultation was running until 18 April 2008.

RESOLVED: That

- (1) the details of the consultation exercise on the future waste collection service currently underway be noted; and
- (2) the Clerk be requested to inform Chester City Council that this Council would wish to have a weekly general collection service.

74 CHRISTMAS LIGHTS SWITCH-ON CEREMONY  
THURSDAY, 27 NOVEMBER 2008

Councillor Mrs J Johnson informed that the Steering Committee of seven members was up and running. The Vernon Institute and the band had been booked.

It was noted that the Council had a budget of £500 for both the 5 May 2008 Fun Day and the Christmas Lights event.

RESOLVED:

That report be received.

75 PARISH COUNCIL SURGERIES

(a) Parish Council Surgery on 5 April 2008

It was reported that approximately 30 residents had attended the Surgery on the previous Saturday to make representations about a planning application submitted to Chester City Council for a top soil store on Seahill Road. The Planning Committee had received some representations at its meeting earlier in the evening and then adjourned and would be considering the application at a reconvened meeting scheduled for 7:00pm on Friday, 18 April 2008 at the Vernon Institute. Members were informed of the proceedings of the Planning Committee meeting earlier that evening and discussed the arrangements in respect of the Special Meeting now scheduled for the following week.

RESOLVED: That

- (1) the report be received; and
- (2) the proceedings of the Planning Committee held earlier in the evening and the arrangements to reconvene the meeting on 18 April 2008 be noted.

(b) Parish Council Surgery on Saturday, 10 May 2008

RESOLVED:

That Councillor Mrs J Young be requested to preside at the next Parish Council Surgery scheduled for Saturday, 10 May 2008 from 10:00am to 10:45am in the Library at the Vernon Institute.

76 ODD JOBS

It had already been agreed that Mr H Wilkinson would be asked to install the stepping stones and balancing beam in the Fiddlers Lane Children's Playground (Minute No 66(a)/2008 refers)

The Chairman reported that because of the recent wet weather MR Wilkinson had not yet been able to build up the ramp on the cartilage to the car park in the Golden Jubilee Park. He had discussed the problem with her and it had been agreed that this work would be done once the land had dried out a little.

It was noted that the notice board at 2 Fiddlers Lane required refurbishment.

RESOLVED:

That the report be noted.

77 VERNON INSTITUTE MANAGEMENT COMMITTEE (VIMC)

It was reported that Councillor Mrs J Young had attended the last meeting of the VIMC. However, there was nothing of specific interest to the Parish Council to report.

78 ATTENDANCE AT MEETINGS OF OUTSIDE BODIES

(a) Attendance

- (i) Cheshire Association of Local Councils' 2008 Annual Meeting  
6:30pm on Thursday, 23 October 2008 at Middlewich Civic Hall

Councillor WI Humphrey would be attend.

- (ii) Cheshire Community Council's Spring Members Evening  
22 April at Kingsley Community Centre

Councillors RA and Mrs JE Storrar may attend.

(b) Reports

- (i) Gowry North Area Committee on 13 March 2008

The Council had been allocated a grant of £2,900 from the Contingency Fund to install new CCTV equipment in the Golden Jubilee Park (Minute No /2008 refers).

- (ii) The Sheriff's Breakfast on 19 March 2008

Councillor Mrs J Young had attended and reported that the Breakfast event had been very successful.

79 CIRCULARS RECEIVED

The following circulars had been received. Anyone who wanted a copy would approach the Clerk.

Chester City Council's Agenda for its meeting on 26 March 2008  
Cheshire County Council's "Resources Recovered" – The Cheshire Replacement Waste Local Plan  
Cheshire County Council's Cheshire Matters March 2008  
Chester City Council's Agenda for its meeting 26 March 2008  
Cheshire County Council's "Resources Recovered" – The Cheshire Replacement Waste Local Plan  
Cheshire County Council's Cheshire Matters March 2008

80 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 during consideration of the item of business below 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 has been applied and favours exclusion of the information from the press and public

Item	Paragraph(s)
Claim Against the Council's Third Party Liability Insurance	1 Information relating to any individual

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

81 CLAIM AGAINST THE COUNCIL'S THIRD PARTY LIABILITY INSURANCE

Members were informed of an incident which had led to the Clerk putting the matter in the hands of the Council's insurance company. It was noted that the insurance company had appointed an investigator.

RESOLVED:

That the report be received.