

MINUTES OF A MEETING OF SAUGHALL AND SHOTWICK PARK PARISH
COUNCIL held on 12 May 2008 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 Mrs J Knox
Councillor Mrs JE Storrar
Councillor HL Thorniley-Jones
Councillor A Warrington
Councillor Mrs D Whitton
Councillor Mrs JM Young

PCSO M Butler
Mr H Dobson, Internal Auditor

82 ELECTION OF CHAIRMAN

RESOLVED:

That Councillor Mrs JM Young be elected as Chairman of the Council for the ensuing Municipal Year.

83 CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE

RESOLVED:

That the Chairman's Declaration of Acceptance of Office be received.

84 ELECTION OF VICE-CHAIRMAN

RESOLVED:

That Councillor DF Holman be elected Vice-Chairman of the Council for the ensuing Municipal Year.

85 APOLOGIES FOR AUTHORISED ABSENCE

Apologies for authorised absence were received from:

Councillor JG Johnson
Councillor B Kerr
Councillor RK Shukla
Councillor RA Storrar

86 MEMBERS' CODE OF CONDUCT – DECLARATIONS OF INTEREST

Councillors Mrs J Knox, Mrs JE Storrar and Mrs D Whitton 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 93/2008 refers) because of their association with the local schools.

87 MINUTES

RESOLVED:

That the Minutes of the meeting of the Council held on 7 April 2008 be confirmed as a correct record.

88 MINUTES OF COMMITTEES

RESOLVED:

That the Minutes of the Planning Committee meetings held on 7 and 18 April 2008 be received.

89 ANNUAL PARISH ASSEMBLY

(a) Chairman's Annual Report 2007/08

RESOLVED:

That the contents of the Chairman's Annual Report be noted.

(b) Draft Minutes of the Annual Parish Assembly held on 28 April 2008

RESOLVED:

That the draft Minutes of the Annual Parish Assembly held on 28 April 2008 be received.

90 COMMITTEE STRUCTURE

The Council reviewed its Committee structure and Membership of Committees, etc.

RESOLVED:

That the Council's Committee structure be as follows, and the Membership be as set out below:

Finance and General Purposes Committee

Councillors RK Shukla, RA Storrar, Mrs HL Thorniley-Jones, A Warrington
Mrs J Young, DF Holman and Mrs J Johnson

Planning Committee

Councillors WI Humphrey, Mrs D Whitton, Mrs J Young, Mrs J Johnson, DF
Holman, JG Johnson and Mrs HL Thorniley-Jones

"Field Site Panel" (formerly the Field Committee)

Councillors WI Humphrey, A Warrington and Mrs J Young

Staffing Committee

Councillors Mrs HL Thorniley-Jones, Mrs JE Storrar and Mrs D Whitton

91 CALENDAR OF MEETINGS

RESOLVED: That

- (1) the first draft of the Council's Calendar of Meetings be agreed; and
- (2) the next meeting of the Finance and General Purposes Committee scheduled for Thursday, 22 May 2008 will have a single item agenda to deal with Golden Jubilee Park issues.

92 COUNCIL REPRESENTATION

RESOLVED: That

- (1) Councillor RA Storrar and Mrs J Young be nominated to represent the Council at the Chester Area Meetings of the Cheshire Association of Local Councils;
- (2) Councillor Mrs J Young be nominated to represent the Council at meetings of the Vernon Institute Management Committee;
- (3) Councillor Mrs P Humphrey be nominated to represent the Council at the Chester Police Forum meetings;
- (4) Councillors WI and Mrs P Humphrey and Mrs HL Thorniley-Jones be nominated to represent the Council on the Saughall Youth Club Management Committee;
- (5) the Clerk be appointed as the Council's Responsible Financial Officer;
- (6) Mr H Dobson be appointed as the Council's Internal Auditor;
- (7) Mrs H Cakebread be appointed as the Council's Tree Warden and Environmental Warden; and
- (8) Mr T Leach be appointed as the Council's Parish Paths Warden.

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

Members gave consideration to the planning application submitted to the Strategic Planning Authority (Cheshire County Council) by the County Property Officer for the construction of a new primary school in Saughall. The Chairman informed that she had been presented with a copy of a petition in support of the proposal that would be received by the Strategic Planning Authority before it made its decision.

Each Member was asked for their comments on the proposal. Members took it in turns to inform each other of their mixed and varied views on the application, the new building, and its location and its car parking arrangements as they had done previously at their meeting on 3 March 2008 (Minute No 42/2008 refers).

It was then proposed that Standing Orders be suspended to allow members of the public in attendance at the meeting to express their views.

94 SUSPENSION OF STANDING ORDERS

RESOLVED:

That Standing Orders be suspended and members of the public be invited to offer their observations on the planning application for the proposed new primary school.

95 THE PUBLIC'S COMMENTS ON THE PLANNING PROPOSAL TO BUILD A NEW PRIMARY SCHOOL IN SAUGHALL

Members of the public put forward varied views on the planning proposal for the new school. On the whole they were in favour of it but expressed concerns over a number of issues including: the practicalities of the 'green' concept, traffic congestion, the school travel plan, lack of drop-off areas and sentimentalities associated with the current school building.

RESOLVED:

That comments of members of the public be taken into account when the Council's response to the consultation is formulated.

STANDING ORDERS BACK IN FORCE

96 THE COUNCIL'S RESPONSE TO THE STRATEGIC PLANNING AUTHORITY ON THE PROPOSAL TO CONSTRUCT A NEW PRIMARY SCHOOL ON CHURCH ROAD, SAUGHALL

RESOLVED:

That the following response to the above proposal be submitted to the Strategic Planning Authority, Cheshire County Council, so it can be taken into account when it's Development Regulatory Committee makes its determination on the planning application for a new primary school in Saughall later in the year:

"In principle this Council is not against a new primary school in Saughall. However, it does have concerns about the wider issues.

Provision of the school will increase the traffic congestion, already being experienced on Church Road, making it more dangerous.

The Parish Council has concerns over health and safety issues because the plans show a distinct lack of drop off places for parents taking their children to school.

'The Transforming Learning Communities' initiative was about the local communities having use of school buildings, sporting facilities etc. These plans do not provide the village with the opportunity to use community facilities.

The Parish Council considers that the environmental aspects to be token and superficial.

The Parish Council is concerned that the positioning of the car park requires the demolition of the Thomas Wedge CE (Controlled) Junior School building. In the

interests of educational and community use it is considered detrimental that the school can't be located on a site to avoid knocking down the Thomas Wedge School particularly as parts of the building are only three to four years old. It appreciates the aim is to keep out of the green belt but feels on this occasion an exception should be made.

The Parish Council would like to see the new school set further back towards the Co-operative Stores to allow for further expansion in the future."

97 PLANNING COMMITTEE – PROPOSED PROTOCOL

At the Planning Committee meeting held on 18 April 2008 Mr P Hopkins had requested that the Council, a statutory consultee, give consideration to introducing a protocol to be adhered to when controversial planning applications were received (Planning Committee Minute No 17/2008 refers).

Members were aware that they currently did what they were statutorily required to do. It was also difficult to ascertain what would be controversial and it was suggested that sensitive might be a more appropriate word to use here. The Council was able to ask the Planning Authority for more time and defer decisions on their observations on planning applications in order to take soundings from local people.

RESOLVED:

That a decision on this matter be deferred until the next meeting of the Council in order that Mr Hopkins' ideas in respect of the protocol can be ascertained by Councillor Mrs D Whitton and fed in if appropriate.

98 POLICE/HOMEWATCH

(a) Police

PCSO Mike Butler presented his report on incidents of crime and anti-social behaviour that had occurred in the village over the last month. There had been several reports of criminal damage and anti-social behaviour.

Consultation letters would be sent to residents who lived beside the bus stop at the Peg regarding a proposal to introduce a bus stop clearway in that location. The Area Engineer was considering re-surfacing the bus stop area.

PCSO Butler intended to distribute a leaflet to all parents of children at the Thomas Wedge CE (Controlled) Junior and the Ridings Community Infant Schools to highlight extra parking space available off Church Road to try to ease congestion.

Police Surgeries would be advertised in the village and the frequency of these would be reviewed depending on the public's attendance.

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

There continued to be problems with parents parking around the Ridings Community Infant School at pick-up times, particularly on drop kerbs.

RESOLVED: That

- (1) the PCSO's reports be received and he be thanked for his attendance at the meeting; and
- (2) PCSO Butler be requested to issue tickets to those motorists who park illegally in the environs of the Ridings Community Infant School.

(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 including problems with motorists parking illegally and a car left behind Church Road with neither tax nor insurance.

RESOLVED:

That the Homewatch Co-ordinator's report be received.

(c) Victims of Repeated Crimes in Saughall

Members considered the detail of an email sent to those Members who were on email about repeated crimes being experienced by a resident of Church Road. PCSO Butler was supplied with a copy.

RESOLVED:

That PCSO Butler be requested to investigate the matter brought to the attention of the Council be a resident of Church Road.

99 YOUTH ISSUES

(a) Saughall Youth Club

It was reported that the meeting of the Youth Club Management Committee had been postponed.

(b) Proposal for Football Coaching Sessions

The Chairman reported that the Saughall Neighbourhood Management Team had proposed that it run football, fitness and fun sessions for children aged 5-12 years old, one day a week for five weeks in the summer. The Team had requested a financial contribution from the Parish Council.

RESOLVED:

That the Council make a financial contribution of £50 to assist this event, to be deducted from the rent owed to it for the Parish Room for the period June 2007 to February 2008 (£750) currently outstanding.

100 HIGHWAY ISSUES

(a) Parked Cars on Pavements

The problem continued.

RESOLVED:

That PCSO Butler be requested to issue tickets to those motorists he catches parking on pavements on Church Road and the Ridings Estate.

(b) A5117 Major Roadworks

The Parish Council Liaison meeting with Carillion officials was being held the following morning. Councillor Mrs J Young intended to attend and would report back on proceedings at the next Council meeting.

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

Members received a report on recent speed checks carried out using the speed gun and noted that Long Lane had been assessed and authorised for use of the SID and speed gun but it would be a while before the Council could borrow the SID again.

(d) Fly Posting

The Council monitored the situation in the village in respect of fly posting and noted that the sign for Antler Homes had been removed from Woodside Farm on the Parkgate Road.

RESOLVED:

That the report be noted.

(e) The Current 'Bus War'

There had been a problem by the bungalows at Wain House and a motorist had driven his car wholly onto the footpath in order to get by a bus.

The dangers experienced because of buses passing, at the beginning and end of the school day, continued on the Ridings Estate.

RESOLVED: That

(1) the reports be received; and

- (2) Mr Murphy, Chester Inspector, Arriva, be informed that Arriva buses are still entering and passing each other on the Ridings Estate at the beginning and end of the school day despite agreement to the contrary.

101 GOLDEN JUBILEE PARK DEVELOPMENT

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

Councillor WI Humphrey, who had chaired the Steering Committee that had arranged the recent Fun Day, provided the Council with a report on how the event had been organised and on how it had been received by those who had attended. Members agreed that the Family Fun Day had been a well marketed event that had enhanced the image of the village and the Council.

It was suggested that the Council should give consideration to holding a Family Fun Day annually.

The Clerk reminded the Council that it had requested Chester City Council to make a Bylaw to prevent the drinking of alcohol in the Golden Jubilee Park and that if it decided to make the Family Fun Day an annual event and provide alcoholic drinks as it had done on 5 May 2008 it would need to revisit this before it was too late.

Interim accounts and money collected were presented to the Clerk and it was noted that there was still some money to be collected and invoices to pay so it was not possible at the moment to establish how much money the Fun Day had generated. Also, the time capsule was still to be paid for. It was suggested that some of the income generated could be used to purchase picnic tables and install them in the Park.

The Chairman proposed that as this event had been so successful the Council give consideration to holding a bulb (including blue bells) planting day in the autumn and also to try to get some free wildflowers to plant.

RESOLVED: That

- (1) the report be received;
- (2) further consideration be given to holding an annual Family Fun Day event organised by the Council at the next meeting on 2 June 2008; and
- (3) a bulb planting day be arranged by the Council be held in the autumn.

(b) Old CCTV Equipment

Councillor Mrs J Young informed that she may find out the following day whether the Vernon Institute Management Committee wished to accept the offer of the Council's CCTV equipment. It was investigating the costs of installation.

RESOLVED:

That the report be received.

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

The Clerk reported that in the light of Minute No 101(d) below and following informal consultation with Members on the rise of the Annual Parish Meeting held on 28 April 2008, she had submitted a funding application for £5,000 in advance of the closing date of 2 May 2008 towards the purchase of a 4m high playnet.

RESOLVED:

That the action taken by the Clerk in consultation with those Members who had attended the Annual Parish Meeting on 28 April 2008 be endorsed.

(d) Payment from Gowy North Area Committee's 2005/06 Budget – 1st Round May 2005

Chester City Council's Gowy North Area Committee Manager had informed the Clerk that there remained an outstanding grant of £2,300 allocated to the Council towards the provision of a multi-use football and games unit. To access this funding a claim would have to be made within the next 30 days.

In order that the Clerk could act quickly on this she had consulted all Members on email and those who had attended the Annual Parish Meeting on 28 April 2008. It had been agreed that the Clerk would order a combination Goal End – 12 m wide/3-2m high from Monster Play Systems. It had also been agreed that it was necessary to order a tarmac surface. The total cost of this project came to £21,091.26.

Monster Play Systems had informed that they wanted to install the multi-use unit in the Golden Jubilee Park on 19 May 2008.

RESOLVED: That

- (1) the report be received;
- (2) the action taken by the Clerk in consultation with Members be endorsed; and
- (3) Monster Play Systems Ltd be informed that the play unit can be installed in the Park on 19 May 2008 and that they would be met on site by a representative of the Council.

(e) Aerial Runway

It was noted that the aerial runway had been installed in the Golden Jubilee Park and within a week vandalised. Someone had tried to cut the zip wire and failed but had succeeded in cutting off the seat. The cost of the damage was unclear at this stage.

It was agreed that the provision of CCTV equipment be revisited and that it would be used as a deterrent to any further acts of vandalism.

Saughall Cricket Club had asked permission, as a matter of safety, to prevent the use of the aerial runway by tying it up when cricket matches were being played.

It was also reported that the Saughall Neighbourhood Management Team had recommended that a fence be erected beside the aerial runway as a safety measure and for the avoidance of accidents.

RESOLVED: That

- (1) the report be received;
- (2) the cost of the vandalism be awaited;
- (3) at this stage, the use of the aerial runway be not restricted and Saughall Cricket Club be informed that the Council requests that it appoints Marshals to observe, patrol and talk to youngsters when matches are being played to point out the dangers and to obtain agreement re: use, etc; and
- (4) the recommendation to erect a fence made by the Saughall Neighbourhood Management Team be noted but no action be taken currently.

(f) Gates

RESOLVED:

That the report on the proposal to alter the gateway at a cost of £500 be deferred and considered by the Finance and General Purposes Committee at its meeting on Thursday, 22 May 2008.

(g) Meeting with a Representative of the Cheshire County Playing Fields Association

The Clerk had written to request a meeting and site visit to obtain advice on options for the future development of the Park and had received an email confirming receipt and agreement to the meeting. It would be arranged once possible dates were identified.

RESOLVED:

That the report be received.

(h) Joint Use Agreement

The Joint Use Agreement had been prepared but not signed and returned. Members received a copy for information and took the opportunity to revisit and revise it.

RESOLVED:

That the Joint Use Agreement be included on the agenda for the meeting of the Finance and General Purposes Committee for any further revisions, etc.

(i) Fiddlers Lane Playing Field

The quarterly inspection report had been received.

RESOLVED:

That the quarterly inspection report be referred to the next meeting of the Finance and General Purposes Committee for consideration and any necessary actions.

102 ACCOUNTS

(a) Chairman's Allowance

RESOLVED:

That the Chairman be paid an allowance of £1,000 in respect of the Municipal Year 2008/09.

(b) Payments made since the meeting of the Council held on 7 April 2008:

RESOLVED:

That the following payments be approved:

<u>Financial Year 2008/2009</u>	<u>£</u>	<u>Cheque No</u>
Mr A Summers (Locks and keys)	41.00	102107
Mrs J Young (Locks and keys)	26.00	102108
All Cheshire Garden Services (1 Cut)	120.00	102109
Cancelled	53.00	102110
Close Finance (Supply and install of aerial runway)	9,139.15	102111
United Utilities (Water Rates for Parish Room to 29 February 2008)	32.93	102112
Cheshire Police Authority (Contribution towards PCSO) Ellesmere Port and Neston Borough Council	11,000.00	102113
(Postage and printing)	67.86	102114
Smith of Derby (VI Clock Maintenance)	224.43	102115
Mr R Hipkiss (April 2008 Street Cleaning)	910.23	102116
Morrall Play Solutions (Quarterly play equipment inspection)	73.43	102117
Just a Mow (Strimming around pond)	250.00	102118
Mrs S Hudspeth (Salary)	622.69	102119
Mrs S Hudspeth (Expenses)	155.33	102120
Mrs J Young (Chairman's Allowance)	1,000.00	102121

(c) Receipts

RESOLVED:

That the following receipts be noted:

	<u>£</u>
Interest on 14 Day Interest Account to 21 April 2008	50.76
Interest on Community Account to 23 April 2008	1.61
Precept	47,794.00

Double Taxation Grant	3,913.00
Scottish Power (Electricity wayleave)	15.19
Chester City Council's Gowy North Area Committee Contingency Payment (To purchase and install new CCTV equipment in the Golden Jubilee Park)	2,900.00
Chester City Council (Grant for balancing beam and stepping stones)	386.00
Chester City Council (Grant re Children's Playgrounds – Aerial Runway)	5,000.00

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

RESOLVED:

That the contents be noted.

(e) Fixed Rate Loan Payment – PWLB – Purchase of Land, Etc

RESOLVED:

That it be noted that £2,771.24 will be taken from the 14 day Interest Account on 14 May 2008.

103 LOCAL GOVERNMENT REORGANISATION IN CHESHIRE

It was reported that the results of the recent elections to the Cheshire West and Chester Shadow Authority were published on 2 May 2008. The Conservatives won 55 seats, Labour won 13 seats and the Liberal Democrats won 4 seats.

The Leader of the Shadow Authority was expected to be Councillor Mike Jones from Chester. The Leader of the Labour Group was Councillor Derek Bateman from Ellesmere Port.

The first meeting of the Shadow Authority would be held on 15 May 2008 in the Assembly Rooms in Chester Town Hall.

RESOLVED:

That the report be received.

104 SAUGHALL FOOTPATHS

The Council was asked to note correspondence between Mr K Stinson and Amy Ruston, Cheshire County Council's Countryside Access Development Team Leader, regarding Mr Stinson's request for more "wicker gates" on public footpaths.

RESOLVED:

That the correspondence concerning wicker gates be noted.

105 CHESTER CITY COUNCIL – CORE STRATEGY AND OPTIONS

The Clerk reported that there was currently a consultation exercise running until 6 June 2008 on the core strategy of the Local Development Framework (LDF).

RESOLVED: That

- (1) Members be requested to pass the consultation document around ensuring that they all have sight of it before the next meeting; and
- (2) the consultation document be the subject of an agenda item for consideration at the next meeting of the Council.

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

Councillor Mrs J Johnson informed that she had booked Father Christmas.

It was not known yet how much funding was available for this event. This would become clear when the accounts in respect of the Family Fun Day held on 5 May 2008 had been completed.

RESOLVED:

That the report be received.

107 PARISH COUNCIL SURGERIES

- (a) Parish Council Surgery on 10 May 2008

Councillor Mrs J Young reported that Kay Parry had visited the Surgery to discuss the petition in favour of the new primary school.

- (b) Parish Council Surgery on Saturday, 31 May 2008

RESOLVED:

That Councillor Mrs A Warrington be requested to preside over the next Parish Council Surgery scheduled for Saturday, 31 May 2008 from 10:00am to 10:45am in the Library at the Vernon Institute.

108 ODD JOBS

It was reported that Mr Wilkinson was aware of the outstanding work that the Council wanted him to do and would be getting on with it soon.

No instructions for the installation had been received from the supplier in respect of the stepping stones and balancing beam.

It was reported that the Parish Council notice board at 2 Fiddlers Lane could not be repaired and needed to be completely replaced.

RESOLVED: That

- (1) the details of what was required to install the stepping stones and balancing beam be passed to the Clerk so that she can liaise with the company that supplied the play equipment; and
- (2) quotes to replace the notice board at 2 Fiddlers Lane be obtained from Mr H Wilkinson and from Mr A Newton of 2 Meadows Lane.

109 VERNON INSTITUTE MANAGEMENT COMMITTEE (VIMC)

It was reported that the wall in the play area was dangerous and as a result the children in the play group could not play outside. A quotation of £850 had been obtained to carry out the work necessary.

RESOLVED:

That Vernon Institute Management Committee be requested to formally inform the Council about the work required so that it can decide whether to match-fund it.

110 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 attending.

- (ii) Carillion's Parish Council Liaison Meeting
Tuesday, 13 May 2008

Councillors RA Storrar and Mrs J Young would attend.

111 COMMUNICATIONS RECEIVED

The following had been received:

- letter dated 10 May 2008 from the Brownie Leader, raising concerns about the state the Uniform Groups' Headquarters had been left in following the Family Fun Day on 5 May 2008
- letter dated 9 May 2008 from PE Brookes, Chairman, Saughall Uniform Groups, thanking the Council for allowing all of the Groups – Beavers, Rainbows, Brownies, Guides and Rangers to take part.

112 CIRCULARS

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

Cheshire County Council's Cheshire Matters April 2008
Cheshire Police Authority – Have your Say

113 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

114 CLAIM AGAINST THE COUNCIL'S THIRD PARTY LIABILITY INSURANCE

Members were informed of progress on an investigation by the Council's insurance company, Allianz Cornhill into an incident that it was alleged had occurred on Council land on 10 December 2007.

RESOLVED:

That the report be received.