

MINUTES OF A MEETING OF SAUGHALL AND SHOTWICK PARK PARISH
COUNCIL held on 2 June 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 (Part)
Councillor Mr JG Johnson (Part)
Councillor Mrs J Knox
Councillor RK Shukla
Councillor Mrs JE Storrar
Councillor RA Storrar
Councillor HL Thorniley-Jones (Part)
Councillor A Warrington
Councillor Mrs D Whitton
Councillor Mrs JM Young (in the Chair)

Mr H Dobson, Internal Auditor
Mr B Huxley, Saughall Cricket Club

115 APOLOGIES FOR AUTHORISED ABSENCE

Apologies for authorised absence were received from:

Councillor B Kerr
PCSO Mike Butler

116 MEMBERS' CODE OF CONDUCT – DECLARATIONS OF INTEREST

Councillors Mrs J Knox, RK Shukla, Mrs JE Storrar, RA 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 127/2008 refers) because of their association with the local schools.

117 MINUTES

RESOLVED:

That subject to the word Mrs being removed from the resolution of Minute No 107 the Minutes of the meeting of the Council held on 12 May 2008 be confirmed as a correct record.

118 MINUTES OF COMMITTEES

RESOLVED: That

(1) the Minutes of the following Committees be received:

Planning held on 12 May 2008
Finance and General Purposes held on 22 May 2008; and

- (2) the recommendations to the Council set out in the above Finance and General Purposes Committee Minutes be considered with item No 8 on the agenda - Golden Jubilee Park Development (Minute No 122/2008 refers).

119 POLICE/HOMEWATCH

(a) Police

PCSO Mike Butler had sent the Clerk a written report on incidents of crime and anti-social behaviour that had occurred in the village over the last month. The report set out progress made and included a request that a key to the gate of the Golden Jubilee Park car park be made available to the volunteers who ran the walking bus scheme so that parents could park there instead of on the road.

PCSO Butler also informed that Manweb had applied anti-vandal paint to the substation on Greenway to stop youths climbing onto the garages and since the action was taken there had been no reports of anti-social behaviour.

A site visit to the "Peg" bus stop was being arranged by officers of Cheshire County Council. PCSO Butler would attend along with the Constabulary's Road Liaison Officer, Chris Burnham.

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

RESOLVED: That

- (1) the PCSO's reports be received
- (2) a key to the gate of the Golden Jubilee Park car park be supplied to a named volunteer involved in the running of the walking bus scheme;
- (3) Councillor RA Storrar be informed of the arrangements for the site visit to the "Peg" bus stop so that he has the opportunity to attend; and
- (4) the Clerk be requested to obtain a copy of PCSO Butler's shift pattern and circulate it to Members.

(b) Victims of Repeated Crimes in Saughall

PCSO Butler had provided, within his monthly report, details of his liaison with the victims of crime in Saughall (Minute No 98(c)/2008 refers). He was also involved in ongoing liaisons with partner agencies to offer support. He informed that he would be keeping in contact with the victims and carrying out regular reviews.

RESOLVED:

That the report be received.

(c) 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 youngsters playing golf on the Golden Jubilee Park, mini motorbikes being ridden on paths and cars on the brow of the hill on Seahill Road.

Councillor Mrs D Whitton reminded Members of the problems caused as a result of cars parking on the pavement on Long Lane. It was agreed that the situation had not really improved.

RESOLVED: That

(1) the Homewatch Co-ordinator's report be received; and

(2) the notices that Members put on cars that are parked on pavements be revised by the Clerk to include:

“Your registration number has been passed to the PCSO for necessary action”

120 YOUTH ISSUES

Councillor Mrs H Thorniley-Jones informed that it had come to light that the Youth Club's insurance had expired and consequently the Club had been closed on a couple of evenings. The Club was being decorated by youngsters on the Duke of Edinburgh Awards Scheme and some new chairs were being acquired.

RESOLVED:

That the report be received.

121 HIGHWAY ISSUES

(a) Hermitage Road – Paths

The Chairman reported that she had received numerous complaints from mothers (some with prams) who were having difficulty in negotiating the paths on Hermitage Road because of undergrowth and nettles. They were being forced to walk on the road.

Also, a car parked on Hermitage Road by the roadworks was causing problems.

RESOLVED:

That the Clerk be requested to contact the District Engineer, Mr Graham Anderton, and ask him to take the necessary actions.

(b) A5117 Major Roadworks

The Chairman reported that Carillion was hoping to complete the improvement scheme and have all roads open by December 2008. Concerns had been expressed

over lane changes and their timings as they clashed with major holiday periods but nothing could be done about it.

There was a rumour circulating that the Weigh Bridge by the M56 motorway was being dismantled and was destined for Highgrove Farm on the Parkgate Road where Carillion was temporarily based. Members expressed surprise over this as they had been told that Carillion's depot would be reinstated as farmland once the improvement scheme had been completed.

On 4 August 2008 it was expected that the bridge for West bound traffic would be opened so it could travel the wrong way until the end of September 2008.

The next Parish Council Liaison meeting was scheduled for 12 August 2008.

RESOLVED: That

(1) the report be received; and

(2) the Clerk be requested to contact Mr David Job, the County Land Agent, to ascertain if there is any truth in the rumour detailed above.

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

The Council currently had the SID on loan and it was being deployed on Long Lane on both sides of the road within the 40 miles per hour limit. Next time the Council borrowed it, it would be used within the 30 miles per hour limit.

It was reported that the Saughall Neighbourhood Management Team was keen to introduce the "Set the Pace" initiative by getting local people to sign up to keeping to the speed limits. The Team would be signing people up at the Church Garden Party on Saturday, 5 July 2008.

RESOLVED:

That the report be received.

(d) Fly Posting

Fly posting continued on the A540, the Parkgate Road. Beds for sale were being advertised on the roundabout and notices had been posted on lampposts re. Highgrove.

RESOLVED:

That the Clerk be requested to contact Cheshire County Council's Senior Engineer, Kay Parry, so that she can make arrangements to take down the offending notices.

(e) The Current 'Bus War'

At the request of the Council the Clerk had written to Arriva to inform that its buses were still entering and passing each other on the Ridings Estate at the beginning and end of the school day despite agreement to the contrary (Minute No 100(e)/2008 refers).

An Arriva official had replied on 20 May 2008 informing that at no time did Arriva intimate that a change in the registered route would take effect to remove buses from the Ridings altogether during the morning and afternoon peak. As per the timetable, buses only operated in one direction through the Ridings during these times. The Council was also informed that the route had been assessed in conjunction with the bus company's Health and Safety Committee and as far as it was aware it had been running quite smoothly for the past four months.

RESOLVED: That

- (1) the situation regarding the buses continue to be monitored; and
- (2) the Clerk be requested to write again to Arriva to ascertain the direction of the one way system that it has introduced.

(f) Traffic Congestion

The Chairman referred to the meeting of the Environment and Highways Committee held on 27 November 2003 (Minute No 22(i)/2003 Bollard on the verge on Long Lane to Prevent Car Parking). It read as follows:

“The Clerk had requested advice from the District Engineer on the installation of bollards to stop cars parking on the verge and the Spring bulbs being damaged.

Mr Anderton had responded informing that as a general rule, whenever a resident requested this type of thing, he supplied white plastic posts at a charge of approximately £7 each. On top of this, whoever did the work had to be insured for working on the public highway. Health and Safety Executive requirements meant that all excavations within the public highway also needed information on the location of services, so this usually precluded private individuals carrying out the work themselves. Mr Anderton suggested that he attend a site meeting with representatives of the Parish Council to discuss the issue involved.”

The Chairman suggested that to prevent vehicles from mounting grass verges white posts could be acquired and knocked into the ground. People who lived on the Ridings Estate could be advised of this. However, any action would depend on ownership of the land.

RESOLVED:

That the Clerk be requested to write to the District Engineer to:

- (1) establish if the bollards can still be used to keep vehicles from mounting grass verges on Long Lane and the Ridings Estate; and
- (2) find out who owns the verges on the bus route in the Ridings.

122 GOLDEN JUBILEE PARK DEVELOPMENT

(a) Recommendations of the Finance and General Purposes Committee

The Council turned its attention to the Minutes of the last meeting of the Finance and General Purposes Committee held on 22 May 2008 which contained a number of recommendations (Minute No 118(b)/2008 refers). The Chairman of the Committee, Councillor DF Holman, took Members through each recommendation in turn and set out the rationale behind each one.

RESOLVED: That

- (1) the recommendations contained in the Minutes of the meeting of the Finance and General Purposes Committee held on 22 May 2008 be agreed;
- (2) the next Parish Council Newsletter shall include an item on the success of this year's "Family Fun Day", the proposal to hold an annual "Family Fun Day" and a request for volunteers to come forward to help make the necessary arrangements; and
- (3) a community bulb planting day be arranged by the Council in the autumn.

(b) Proposal to hold an Annual "Family Fun Day"

Councillor WI Humphrey reported that the Steering Committee set up to organise the "Family Fun Day" had agreed not to meet again once it finished its work in respect of the 5 May 2008 event. Members of the Committee did not want to arrange any further Family Fun Days.

The accounts in respect of the Day would be completed once all outstanding monies had been received/collected. Mr D Depono, who had sold ice cream at the event, had made a donation of £50 and other similar donations were expected from local businesses who had sold refreshments.

Councillor WI Humphrey provided a list of items that had been put inside the time capsule.

Members considered that the best way forward in respect of future events would be for the sporting organisations, who would use the facilities in the Golden Jubilee Park, to be involved in their organisation with a view to making a profit for them.

RESOLVED:

That the report be received.

(c) Community Bulb Planting Steering Committee

Pursuant to Minute No 101(a)/2008 of the meeting of the Council held on 12 May 2008, Members gave consideration to who would sit on a Steering Committee to arrange the Community Bulbs Planting Day.

RESOLVED:

That Ms Jane Edwards and Councillors WI Humphrey, A Warrington and Mrs JM Young be requested to sit on the Community Bulb Planting Steering Committee and make the necessary arrangements for the Community Bulb Planting Day.

123 PLANNING COMMITTEE – PROPOSED PROTOCOL

Councillor Mrs D Whitton suggested appropriate wording for the proposed protocol to be adhered to when sensitive planning applications needed to be determined by the Planning Committee (Minute No 97/2008 refers).

RESOLVED:

That the wording of the protocol as set out in Appendix A to the Minutes) be agreed.

124 ACCOUNTS

(a) Payments made since the meeting of the Council held on 12 May 2008:

RESOLVED:

That the following payments be approved:

<u>Financial Year 2008/2009</u>	<u>£</u>	<u>Cheque No</u>
Allianz Insurance (Aerial Runway)	27.93	102122
Allianz Insurance (Goal End)	116.57	102123
RES Fencing and Security Ltd (Time Capsule)	399.50	102124
Waterloo Hire Ltd (Portaloos)	112.80	102125
Mr T Summer (Mileage for collecting rope for tug-of-war)	10.50	102126
Close Invoice Finance Ltd (Supply and installation of Goal End and Tarmac Pad)	21,091.26	102127
All Cheshire Garden Services (4 cuts)	600.00	102128
Chester Security Systems Ltd (Moving one CCTV camera)	111.63	102129
St John's Ambulance (Fun Day)	64.62	102130
Mrs S Hudspeth (Salary)	622.69	102131
Mr R Hipkiss (May 2008 Street Cleaning)	910.23	102132
Mrs S Hudspeth (Expenses)	51.12	102133

(b) Receipts

RESOLVED:

That the following receipts be noted:

	£
Interest on 14 Day Interest Account to 21 May 2008	75.69
Chester City Council's Street Cleaning Grant 1 April – 30 September 2008	2,496.00
Chester and District Housing Trust (To pay for bouncy castle, toilets, generators & St John's Ambulance for the Family Fun Day)	444.00
Cash (From the Family Fun Day) (£4.14 in change left and not banked)	474.00
Saughall Millennium Committee (Pay for the Time Capsule)	340.00
Mr D Depono (Donation for being allowed to sell ice Cream at the "Family Fun Day")	50.00

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

RESOLVED:

That the contents be noted.

125 LOCAL GOVERNMENT REORGANISATION IN CHESHIRE

A letter from the Chief Officer at Cheshire Association of Local Councils (ChALC) informed that an opportunity was being provided for parish councillors to debate what the impact of the change would have on parish councils. An event, hosted by ChALC, would be held with officers and Members from Cheshire West and Chester Shadow Authority at 7:30pm on Monday, 23 June 2008 at Tarvin Community Centre.

RESOLVED:

That Councillors RA and Mrs JE Storrar be requested to represent the Council at the above event, if possible.

126 CHESTER CITY COUNCIL – CORE STRATEGY AND OPTIONS

Further to Minute No 105/2008 of the meeting of the Council held on 12 May 2008 Members gave consideration to the consultation document on the core strategy of the Local Development Framework.

RESOLVED:

That Chester City Council be informed that this Council would not like to see the open spaces between villages disappear.

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

The Clerk had sent off the Council's response to the Strategic Planning Authority on the proposal to construct a new primary school on Church Road, Saughall. (Minute No 98/2008 refers)

On receipt of the Council's response, Ms Hannah Parish, Principal Environmental Planning Officer, Waste and Planning at Cheshire County Council, had responded as follows:

“Thank you for your observations on the above planning application, which were received on 13 May 2008 . I write to you to inform you that this application will now be determined at the Development Regulatory Committee where your observations will be taken into consideration when the application is determined.

I would like to address a couple of points that you have raised:

- (a) Highways issues regarding congestion and safety of the road network will be considered by the County Engineer who will be assessing the Transport Statement that has been submitted as part of the planning application.
- (b) Decisions made for the provision of community use of the buildings and sports facilities will be made by the school governors - this is a management issue and not a planning issue. However the design of the school hall allows for security from the rest of the school which can be locked off in the evenings so therefore the school can be approached by groups wishing to use the school's facilities.
- (c) Would you like to expand on the statement that the environmental aspects are considered to be tokenistic and superficial?
- (d) The design of the school has been done so in a way that would allow for any potential expansion in the future.

Your observations will be taken into consideration when the application is determined.

Cheshire County Council welcomes your interest in the planning process and has introduced public speaking at the Development Regulatory Committee where you have the opportunity to express your views and concerns relating to the above planning application at the Committee.

The attached leaflet explains the procedures for public speaking on planning applications for minerals, waste and Cheshire County Council development. It explains how you can participate in development control and tries to answer all the questions you may have about speaking at the Development Regulatory Committee.

Please note it will not be possible to speak at the Development Regulatory Committee unless you have registered in advance by phone or email. Details of how to register are contained on the attached leaflet and on the website:

www.cheshire.gov.uk/Planning/PlanningControl/

where additional information can be found.”

RESOLVED:

That the Clerk be requested to respond to Ms Parish as follows:

“Thank you for your response. Saughall and Shotwick Park Parish Council met on Monday, 2 June 2008 to consider it and now wishes me to respond as follows:

Please let Councillor RA Storrar a.storrar@chester.gov.uk and the Chairman (chairman@saughall.gov.uk) know the date and time of the meeting that will make a determination on the planning application on the new school.

Members are dismayed that you refer to “the proposed Saughall High School” in your letter of 23 May 2008 to me with an enclosed revised site plan when the proposed School is for Primary education!

In response to your (a) to (d):

- (a) The Parish Council has grave concerns over vehicles accessing the School from the highway. Why can there not be a car park and a vehicular entrance to the rear via the arterial road? Please assure the Parish Council, in writing, that the proposal carries no health and safety risks for those who will attend the School and their parents/guardians.
- (b) The Parish Council would like to see some of the existing Thomas Wedge School building retained for community use.
- (c) There are only two token solar panels included in the design. They don't appear adequate considering the size of the new building.
- (d) There is enough land available to strategically place the School on a site that will allow for future expansion.”

128 PROPOSED REDEVELOPMENT OF WAIN HOUSE

Cheshire and District Housing Trust (CDHT) Development Officer, Ms Danielle Harrison, had informed the Clerk of the proposed redevelopment of Wain House and updated her on the situation and what had been done so far.

CDHT had secured funding via the National Affordable Housing Programme for the re-development of Wain House. Following this allocation an architect had been appointed to look at the site and advise on the best way forward for the development of this scheme. The architect had suggested that this scheme could potentially be re-developed to 32, 1 & 2 bed flats for sheltered accommodation. This proposal was in its very early stages at the moment and there were no plans of the proposed development yet. Local residents would be consulted fairly soon on the proposed development.

On Wednesday 21 May 2008 residents of Wain House had been informed of CDHT's proposals and on the process that could follow if the scheme was approved by its board members and the planning authority.

The architects had advised that the scheme would be easier to develop if it was to include two bungalows, 65 & 67 Rakeway. The residents of the bungalows were very upset and concerned regarding this proposal. A meeting with the architects was being arranged to see if there was any other way that this proposed scheme could be achieved without losing the two bungalows.

RESOLVED: That

(1) the Clerk be requested to respond to Ms Harrison of the Chester and District Housing Trust as follows:

“This Council considers that it should have an involvement in any proposed redevelopment of Wain House.

It would like clarification on who is to move out and when etc. Perhaps you could attend a Council meeting to discuss all of the related issues.

The Council meets at the Vernon Institute of the first Monday of the month at 7:30pm. Can a representative of the Trust attend the meeting on 7 July 2008 to set out the proposal and answer questions?

Please let me have your response to the request as soon as possible so I can plan the agenda for the meeting.”

and

(2) the Clerk be requested to put details of the Chester and District Housing Trust's proposal on the Council's website.

129 COMMUNITY AWARDS

The Chairman informed that the Clerk had been requested to provide a certificate and frame to present to Mr C Moss at the “Family Fun Day” in respect of his service to the local community and in the light of the fact that he was selling his property and moving away from the village shortly (Minute Nos 57 and 66(f)/2008 refer). The Clerk had put arrangements in hand but the task had been duplicated by a Member of the Council.

It was agreed that it was necessary to draw up a Community Awards Scheme for the Council to adopt.

RESOLVED: That

(1) in future when a task is delegated to the Clerk she must be allowed to get on and do it; and

(2) the Finance and General Purposes Committee be requested to draw up a Community Awards Scheme at its next meeting on 24 June 2008 and recommend the Council adopt it.

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

Councillor Mrs J Johnson informed that the next meeting of the Christmas Lights Steering Committee would be held in two weeks time.

RESOLVED:

That the report be received.

131 PARISH COUNCIL SURGERIES

(a) Parish Council Surgery on 31 May 2008

Councillor A Warrington informed that no one had attended the last Surgery.

(b) Parish Council Surgery on Saturday, 5 July 2008

RESOLVED:

That Councillor Mrs J Knox be requested to preside at the next Parish Council Surgery scheduled for Saturday, 5 July 2008 from 10:00am to 10:45am in the Library at the Vernon Institute.

132 PLANNING COMMITTEE MEMBERSHIP

RESOLVED:

That Councillor Mrs J Knox be requested to take up a seat on the Planning Committee for the remainder of the Municipal Year.

133 ODD JOBS

It was reported that Mr Wilkinson wanted to hire a rotivator to assist with the task of building a slope to the side of the car park in the Golden Jubilee Park where it met the road.

The Clerk reported that she had received two quotations to provide and install a new notice board at 2 Fiddlers Lane. The details were as follows:

Andrew Newton in the sum of £506.42 including VAT
Herbert Wilkinson in the sum of £300.00

Members considered the detail of the two quotes.

RESOLVED: That

- (1) Mr Wilkinson be informed that the Council does not want him to attempt to use a rotivator to build up the slope with soil nor does it want grass sown; and
- (2) the contract for the new notice board be awarded to Mr Newton in the sum of £506.42 because it is considered that it represents best value.

134 VERNON INSTITUTE MANAGEMENT COMMITTEE (VIMC)

The Chairman reported that the VIMC was establishing a Sub-Committee to consider the future of the Vernon Institute. She also informed that the VIMC would be taking up the Council's offer of its old CCTV equipment and was arranging for its installation.

The VIMC had not asked the Council to contribute towards the cost of the wall in the play area. The work had not yet been carried out.

RESOLVED:

That the report be received.

135 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 to represent the Council.

- (ii) Gowy North Area Committee meeting
7:00-9:00pm on Thursday, 5 June 2008 at Kelsall Community Centre, Chester Road, Kelsall

Councillors RA Storrar and Mrs J Young would be attending.

136 COMMUNICATIONS RECEIVED

The Chairman had received a letter dated 20 May 2008 from Mr & Mrs G Bland of Holly Croft Cottage, Long Lane, Saughall regarding the flooding problems they had experienced.

It was agreed that the Clerk would reply to Mr & Mrs Bland informing that if they considered that their flooding problems would be alleviated if the County Land Agent, Mr David Job, agreed to the cleaning out a ditch in the ownership of the County Council then it was appropriate for them to contact him direct to discuss the matter.

137 CIRCULARS

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

Exhibitions and Events in Chester June-September 2008
Cheshire County Council's Chester Matters – May 2008

138 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

139 CLAIM AGAINST THE COUNCIL'S THIRD PARTY LIABILITY INSURANCE

Members were informed that there had been little 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.

Appendix A

SAUGHALL AND SHOTWICK PARK PARISH COUNCIL'S PLANNING PROTOCOL

This Protocol has been drawn up and published to record, reiterate and minute for future reference the regulations and procedures in force and already being followed by the Council's Planning Committee and by its Members as a safeguard in the event of a sensitive planning application coming forward for determination.

The Council will ensure that the following actions are taken:

- (1) It will alert the local ward members of the Planning Authority and request that they ensure that the plans go before the Planning Committee.
- (2) It will consult with the residents in the surrounding area and provide information and details on how and where they can make their views known to the Planning Authority who will make a determination on the application. (N.B. Individual views from concerned residents are preferable and carry more weight than petitions.)
- (3) If the consultation period and the date for receipt of observations/comments on the plan is tight or does not fit in with the scheduled Planning Committee meeting dates, then in order to facilitate a comprehensive consultation exercise the Council will request the Planning Authority to extend the consultation period.
- (4) The Clerk will post the details on the Parish Council's website and provide the link to the plans posted on the website of the Planning Authority.