

MINUTES OF A MEETING OF SAUGHALL AND SHOTWICK PARK PARISH
COUNCIL held on 21 April 2011 at the Vernon Institute, Saughall

In attendance: Councillor DF Holman
Councillor WI Humphrey (Homewatch Chairman)
Councillor Mrs J Johnson
Councillor JG Johnson
Councillor B Kerr
Councillor Mrs J Knox
Councillor RK Shukla
Councillor Mrs JE Storrar
Councillor A Warrington
Councillor Mrs D Whitton
Councillor Mrs JM Young (in the Chair)

PC Rhys Matthews
Cheshire West and Chester Councillor B Crowe
Mr B Salisbury, Internal Auditor

PUBLIC SPEAKING TIME

Prior to the commencement of the meeting the Council was addressed by Messrs Tom Hughes (father and son) who were the new Licensees at the Greyhound Inn. They informed that Enterprise Inns Plc, who owned the Greyhound, had approached them to ask if they were interested in taking the pub on and both they and the Brewery were investing in the Greyhound in order to carry out improvements inside the pub and to develop the outside area in two phases.

Mr Hughes outlined his and his son's experience in running pubs, informing that they currently ran the Shropshire Arms in the Market Square in Chester together and invited Members to call in and ask for them when they were next in Chester.

Mr Hughes informed that they had a third partner in respect of the Greyhound project, a Mr Mike Hughes, who was no relation, but who would be the Chef at the Greyhound. He had a great deal of experience having worked in various restaurants including the Grosvenor Hotel in Chester and had spent some time working as a chef in New York.

Members were told that the Greyhound would be run as a "proper" village pub with good real ale and food and a good community spirit. Refurbishment works would be completed and the pub handed over to the Hughes' on 26 May 2011 and it was intended that it would reopen on Saturday, 4 June 2011.

Following the address the Hughes answered Members' questions as appropriate.

80. APOLOGIES FOR AUTHORISED ABSENCE

Apologies for authorised absence were received from:

Councillor Mrs K Ford
Councillor RA Storrar

81. MEMBERS' CODE OF CONDUCT – DECLARATIONS OF INTEREST

No declarations of interest were received.

82 MINUTES

RESOLVED:

That the Minutes of the meeting of the Council held on 7 March 2011 be confirmed as a correct record.

83. POLICE/HOMEWATCH

(a) Police

PC Rhys Matthews, the new Beat Manager introduced himself informing that he was taking over from PC Scott Thompson and would cover both Saughall and Upton. He had been a police officer for 17 years and had carried out this type of work in Runcorn and Widnes and had also worked in a variety of other policing jobs.

PC Matthews presented the Police Report outlining crimes committed and anti-social behaviour in the village since the last Council meeting. This included details of two sneaky burglaries when doors had been left ajar. He told Members to be extra vigilant and call the police if they saw someone who didn't seem to fit in/acting suspiciously. There was an increase in burglaries when the nights were light. There had been three reported incidents of anti-social behaviour (two noisy parties and a youth causing a nuisance).

PC Matthews told the Council that he wanted to work with the youth of the village and if they kept the peace he would find a way to reward them and would welcome suggestions on what to do for them. He would find out what, if any funding could be provided for this initiative.

RESOLVED:

That PC Matthews be thanked for his informative report.

(b) Homewatch

Councillor WI Humphrey, in his capacity as Homewatch Chairman presented an oral report detailing low level crime and anti-social activity that had taken place over the last few weeks in the village. This included:

- Being requested to intervene in a brawl involving ten youngsters from The Ridings/Meadows Lane area of the village over a lost £1 coin
- Two incidents at The Peg:
 - a vehicle in the hedge
 - a commercial load that had slipped onto a parked vehicle
- Fly tipping on two consecutive Sundays from Meadows Lane to Chapel Close

- A resident of The Ridings disturbing a man who had been acting suspiciously
- Theft of a handbag in Maplewood Grove
- Graffiti attacks

RESOLVED:

That Councillor Humphrey be thanked for his informative report.

(c) Saughall Neighbourhood Management Team

Councillor Mrs JM Young reported that the Neighbourhood Management Team had appointed two Youth Leaders and an Assistant Youth Leader that very afternoon to run the Summer School for two weeks. It would start on 25 July 2011.

RESOLVED:

That the report be received.

84. MINUTES OF COMMITTEES

RESOLVED:

That the Minutes of the meeting of the Planning Committee held on Monday, 7 March 2011 be received.

85. CHAIRMAN'S MONTHLY REPORT

Councillor Mrs JM Young, in her capacity as Chairman, presented her monthly report informing that she had met with Mr Phil Gilbert of the Chester and District Housing Trust (CDHT) who had told her that CDHT would be providing leaflets setting out how to make an application for housing on the redeveloped Wain House site.

Councillor Young also informed that people on the Community Pay Back Scheme had nearly finished painting the railings around the Golden Jubilee Park and they would take on other jobs for the Council as and when required.

RESOLVED:

That Councillor Mrs JM Young be thanked for her report.

86. PARISH COUNCIL SURGERIES

(a) Surgery held on 2 April 2011

Councillor A Warrington had presided over the Parish Council Surgery held outside of the Co-op Stores. He reported that he had received complaints about the graffiti in the bus shelters and that it had now been removed.

RESOLVED:

That Councillor QA Warrington be thanked for his report.

(b) Surgery to be held on Saturday, 7 May 2011

RESOLVED:

That Councillor Mrs JE Storrar be requested to preside over the next Parish Council Surgery scheduled for Saturday, 7 May 2011 to be held outside of the Co-op Store between 10:00am and 10:45am.

87. REVIEW OF THE CONDUCT OF COUNCIL BUSINESS

Further to Minute No. 63/2011 of the last meeting held on 7 March 2011 the Council considered a written report by the Clerk that set out the following recommendations:

That:

- (1) the work undertaken by the Modernising Practices and Procedures Working Party be noted;
- (2) the proposals set out in Paragraphs 3.0 to 3.5 of the report be agreed and the Clerk be requested to draft a meeting schedule from May 2011 to May 2012 incorporating them, for consideration at the Annual Meeting of the Council scheduled for Monday, 9 May 2011;
- (3) the Action Plan made up of Future Plans and Next Steps set out in Paragraphs 4.0 to 4.6 of the report be noted, revised as considered appropriate and endorsed;
- (4) the Clerk be requested to amend the Council's Standing Orders in the light of what has been agreed at (2) and (3) above;
- (5) the Clerk be requested to draft Terms of Reference for the two new Committees and present them to the Council for Approval in due course; and
- (6) the new arrangements agreed be kept under constant review and if they do not achieve the capacity the Council intends that they should, they be revised further until they do.

RESOLVED:

That the recommendations set out above be agreed.

88. LITTER PICKING

Further to Minute No. 64/2011 the Council was monitoring the new litter picking arrangements put in place on 1 April 2011. Members raised concerns over the amount of litter in the Golden Jubilee Park in the afternoons and the litter that had accumulated on Fiddlers Lane.

RESOLVED:

That the Clerk be requested to write to Mr Hipkiss to ask at what point in the day did he de-litter the Golden Jubilee Park and to inform him of the litter problem on Fiddlers Lane.

89. LOCATION OF DOG FOULING BINS

Members discussed where additional dog fouling bins should be positioned around the village as follows:

- Lamp post by the vicarage on Church Road
- Junction of Meadows Lane and Hermitage Road
- Junction of The Ridings and Hermitage Road near the Edgerton Pub on Hermitage Road
- Junction with Green Lane and Church Road by the public footpath leading into the meadows
- On the road to Shotwick House by the allotments that are in the ownership of Cheshire West and Chester Council.

RESOLVED:

That the Clerk be requested to relay the above information to Cheshire West and Chester Council's Streetscene Development Team Leader, Mike Solari in the hope that additional dog fouling bins may be provided in Saughall.

90. GOLDEN JUBILEE PARK DEVELOPMENT

(a) Proposed Sports Pavilion

Councillor Mrs JM Young reported that she and Councillor WI Humphrey had met with Cheshire West and Chester Council's Planning Officer, Bethan Evans on 15 March 2011 to discuss the possibilities of building a new Sports Pavilion in the Golden Jubilee Park. This initiative was very much in its infancy but it was important to establish what could be done before any details were worked up. Ms Evans had indicated that she saw no planning reason why a new build could not replace the Uniform Group's Headquarters at some stage in the future.

RESOLVED:

That the report be noted.

- (b) Proposal to install a bollard to stop vehicles accessing the sports pitches

The Clerk had ordered the locking bollard and it had been delivered. The Cricket Club would now install it to stop vehicles accessing and destroying the sports pitches.

RESOLVED:

That the report be noted.

- (c) Report of the Field Committee - Drainage

Due to the recent dry spell, the car park had no drainage issues at the present time. The Council was reminded that Mr Nightingale had offered to carry out an assessment and Councillor Mrs JM Young agreed to make contact with him, with a view to arranging this.

RESOLVED:

That the report be received.

- (d) Maintenance of all of the sports pitches and play areas – cost to be agreed annually with Saughall Cricket Club

The Cricket Club had indicated that it would continue to cut the grass in the Golden Jubilee Park, under the Joint Use Agreement and the cost would remain at £2,500, the same as 2010/11.

RESOLVED:

That the report be noted.

- (e) Permanent Location of Park Benches

RESOLVED:

That quotations be sought to permanently locate the park benches already acquired within the Golden Jubilee Park.

- (f) Safety Surfaces – Cleaning

Members had asked Mr H Wilkinson to clean moss off the safety surfaces in the Swing Park. There had been some confusion over exactly which surfaces he was asked to clean. He had cleaned them all and the work undertaken had cost a great deal more than the original price he had quoted. This was partly due to Mr Wilkinson hiring a generator when his own had broken down. It was noted that the play surfaces were much improved as a result of Mr Wilkinson's efforts.

RESOLVED:

That Mr Wilkinson's invoice of £422 (Minute No. 101 (c) refers) be paid.

91. CO-OP STORE – FACILITY NEEDED TO PAY ENGLISH WATER RATES

The Clerk had written to the Co-op's Head Office in Manchester on 27 January 2011 following representations made by local residents because the Co-op Store on Church Road, Saughall had facilities for people to pay Welsh Water Rates as there was a Pay Point machine in store. Saughall was not in Wales but in England and local people wanted to be able to pay their English Water Rates in the store. This was not possible because the store was not equipped with a Pay Zone machine. (Minute No. 44/2011 refers)

There had been no reply to the Clerk's letter, therefore, she had written again on 21 February 2011 to remind the Co-op that a reply was required but had still not received a response.

RESOLVED:

That the Clerk be requested to write one more time to the Co-op's Head Office in the hope that a response will be forthcoming for report to the next appropriate Committee meeting.

92. GREYHOUND PUBLIC HOUSE

This item had been discussed during public speaking time and Members were pleased that the village pub was on schedule to re-open on 4 June 2011.

93. YOUTH ACTIVITIES

Councillor WI Humphrey reported that the Youth Club had acquired a new fridge. Also, there had been a complaint about the Club's members playing football and throwing stones in the car park.

RESOLVED:

That the report be received.

94 ALL SAINTS CHURCH OF ENGLAND PRIMARY SCHOOL

(a) Community Use

The Clerk reported that there had been no reply to her letter dated 4 February 2011 to the Chair of the Governing Body of the All Saints Church of England Primary School asking if plans were being made for the School to be available for community use.

RESOLVED:

That the Clerk be requested to write again to the Chairman of the Governors of All Saints Church of England Primary School regarding the

Governors intentions in respect of making the School available for community use.

(b) Olympic Poster Competition

It was reported that the Headteacher, Ms D Prenton was going to discuss the proposal for an Olympic Poster Competition with staff and pupils after the Easter Holidays.

RESOLVED:

That the report be received.

95. AFFORDABLE HOUSING IN SAUGHALL

It was reported that the Working Group had held a productive meeting and some revisions would be made to the scheme's design. Tree Preservation Orders on trees on the site had meant that some changes had to be made to the access road alignment and increased space around existing trees would impact upon the number of units that would be delivered. Also, there had been a reduction in funding for the green aspects of the scheme resulting in further changes.

It was now intended that 18 units and an electricity sub-station would be built on the Lodge Lane site. The details would be included in the next Parish Council Newsletter for parishioner's information.

Members also provided an update on the Wain Court development informing that it was hoped that the work would be completed towards the end of May 2011.

RESOLVED:

That the report be received.

96. HIGHWAY ISSUES

(a) Parking on Pavements

Parking on pavements continued and the situation had been made worse by the gas works on Sea Hill Road. PC R Matthews informed that if there were persistent offenders causing obstructions it was important to give the police the registration numbers of the vehicles concerned so that they could take the necessary action. It was agreed that this message would be carried in the next Saughall Parish Newsletter.

- (b) Speeding Traffic and the Proposal for Saughall to be designated a Community Speed Watch Area

Councillor WI Humphrey reported that the advisory equipment (Speed Indicator Device) could be obtained via PCSO Wendy Leason.

It was reported that a new national initiative "Twenty's Plenty" was being pursued by Upton by Chester Parish Council and Members were keen to acquire the detail with a view to pursuing the same initiative in Saughall. The Clerk agreed to contact the appropriate officers at Cheshire West and Chester Council in order to find out exactly what was involved.

- (c) Bus Stop Opposite Aspen Grove on Hermitage Road

There was no progress to report but this matter would be kept on the agenda.

- (d) Bus Shelter on the Parkgate Road – Roof Repairs

No quotes had been received to carry out the work required. Councillor Mrs D Whitton agreed to ask her husband again to provide a quote but it was noted that he was very busy.

- (e) Kingswood Lane – Proposed Traffic Prevention Order

There was no progress to report but this matter would be kept on the agenda.

- (f) Location of Grit Bins

Councillor B Crowe agreed to take this matter forward.

- (g) Verge at Rakeway

The Clerk would ask the Area Engineer, Mr Ian McNeil when the Highway Authority intends to reinstate the grass verges that had been damaged at Meadows Lane/Hermitage Road junction.

- (h) Urgent Highway Matters

- 27-29 Greenway – established trees were interfering with the telephone lines. It was noted that the trees were in the ownership of Cheshire West and Chester Council.
- Church Road – the road closure sign had not been removed also when the improvement works were carried out the promised "Business as usual" signs had not been displayed. The Clerk would alert the Area Engineer.
- There was a pothole outside Kingston Court on Fiddlers Lane The Clerk would alert the Area Engineer.
- Church Way – the necessary work was finally going to be carried out.

97. CHESHIRE WEST AND CHESTER COUNCIL'S DRAFT RIGHTS OF WAY IMPROVEMENT PLAN 2011 -2016

Further to Minute No. 72/2011 when Councillor RA Storrar had asked the Clerk to ensure that Cheshire West and Chester Council's Green Space Project Officer, Denise Snelson knew that local farmers needed to be consulted on this and request that this consultation be extended to them. The Clerk had conveyed the message and received a reply informing that farmers had not been consulted individually but that press releases had gone out to local papers directing the public to the consultation link on Cheshire West and Chester Council's website and that the document had been available to view at various information points in Libraries across the borough.

RESOLVED:

That the detail in the exchange of correspondence on this matter be noted.

98. THE REDEVELOPMENT OF WAIN HOUSE

This matter had been discussed earlier in the meeting (Minute No. 95 refers).

99. VERNON INSTITUTE MANAGEMENT COMMITTEE (VIMC)

Councillor Mrs JM Young reported that members of the VIMC had met with Debra Brown of Cheshire West and Chester Council's Rural West Area Team who had advised them to put in a funding application for a full package of improvements that were needed rather than making bids for individual ones. She had been very helpful and made various suggestions and comments which would assist the VIMC in attracting external funding.

It was also reported that the VIMC were considering siting a defibrillator in the Vernon Institute building.

RESOLVED:

That the report be received.

100. ODD JOBS

There were no odd jobs to be done currently.

101. ACCOUNTS

(a) Annual Subscriptions

The Council considered the affiliation fees in respect of the following outside organisations:

- Cheshire Community Action - £50.00
- Cheshire Association of Local Councils - £729.30

RESOLVED:

That the Council will remain affiliated to the outside bodies above and the affiliation fees be paid.

(b) Audit of Accounts 2010/11

It was reported that the 2010/11 accounts had been prepared and were now ready for signature and would be handed to the Internal Auditor, Mr B Salisbury so that he could carry out his audit before the External Audit.

RESOLVED:

That the Chairman and the Clerk be requested to sign the Accounts for the 2010/11 Financial Year.

(c) Payments made since the meeting of the Council held on 7 March 2011:

RESOLVED:

That the following payments be approved:

<u>Financial Year 2010/2011</u>	<u>£</u>	<u>Cheque No</u>
HM Revenue and Customs	1508.12	102373
Mrs S Hudspeth (Salary)	486.00	102374
Mrs S Hudspeth (Expenses)	39.19	102375
Mr R Hipkiss (Litter Picking)	1306.65	102376
Mrs JM Young (Paint for Fence)	39.98	102377
Cheshire Association of Local Councils (Parish Council Audit Session – Internal Auditor Minute No. 101(e) refers	5.00	102378
Barriers Direct (Locking Post)	151.24	102479
Saughall Neighbourhood Management Team (Grant)	1000.00	102480
Mrs JM Young (Paint for Fence)	52.35	102481
Chris Buck (Grass Cutting and Weed Killing)	395.00	102482
Ms S Richards (Grant for Boot Camp)	2000.00	102483
Mr H Wilkinson (Cleaning Play Surfaces)	422.00	102484
Cheshire Community Action (Affiliation fee)	50.00	102485
Cheshire Association of Local Councils	729.30	102486

(d) Receipts

- Cheshire West and Chester Council
 - Community Action Projects - £366.24
 - Reimbursement of annual play ground inspection - £42.50
 - Wellbeing Grant for Saughall Neighbourhood Management Team - £1,700
 - Wellbeing Grant for the Boot Camp - £2,000
- Powersystems Wayleave Payment - £4.60

RESOLVED:

That the report be noted.

(e) Cash to Bank Reconciliation

RESOLVED:

That the contents be noted.

(f) Parish Council Audits 2011 – Update Session with the Audit Commission at the Fourways Hotel, Delemere on Wednesday, 30 March 2011, 2pm to 4:30pm

Mr Bob Salisbury informed of proceedings at the above event which he had attended.

RESOLVED:

That Mr Salisbury be thanked for his report.

102. ATTENDANCE AT MEETINGS OF OUTSIDE BODIES

(a) Members' attendance was confirmed in respect of the following outside body event:

- NALC's Communities in Action – Conference and Exhibition
Councillors B Kerr and D Holman to attend the event in Sheffield on Tuesday, 19 July 2011.

(b) Reports from Members on proceedings at outside body meetings:

- Chester and District Housing Trust Neighbourhood Walkabout at 10:30am on Wednesday, 16 March 2011, meet at Wain House.
Members did not attend.
- Celebrating Funding Success, NHS Western Cheshire and the Rural West Area Partnership Board on Thursday, 10 March 2011 10:30am until 1:30pm at The Burley Hall, Waverton, CH3 7QN
Councillor Mrs JM Young informed that every organisation who applied for funding had been successful in their applications.
- Cheshire West and Chester (CWAC) Council's Overview and Scrutiny Committee meeting at 6:30pm on Tuesday, 15 March 2011 in G1, HQ, Chester. The final report on CWAC Council's relationship with Local Councils was considered.
Councillor B Kerr informed that the Cheshire Association of Local Councils had endorsed the final report and it would now be considered by CWAC Council's Executive who would consider the recommendations. It was hoped that it would act on them. This had been a good example of effective consultation.

- Bell Development Consultation Exhibition on Thursday, 24 March 2011, 3pm to 8pm at Holy Trinity Church Hall, Blacon
Councillor Mrs JM Young had been in attendance and had witnessed objections to the proposal.

103. COMMUNICATION RECEIVED

Two Report a Problem Forms had been received as follows:

- Mr A Howden informed that parents of children at All Saints Church of England Primary School were regularly blocking the access to his garage so that he could not get his car out.

PC R Matthews informed that registration numbers should be reported to the police and they would take action by arranging for the obstructing vehicles to be towed away. The offender would then be charged for this and to get their vehicle back. Mr Howden would be informed of this, so he could take the necessary action

It was agreed that those Members who were also governors of the School would raise this problem with Ms D Prenton, the Headteacher so that she could alert parents to what would happen if they parked irresponsibly so as to inconvenience others.

- Mr A Griffiths was concerned that a house on Church Road had a tree that was encroaching onto property next door and a house in Fox Lea had a tree encroaching onto the pavement.

It was agreed that Councillor A Warrington would speak to the owners of the trees in an attempt to resolve these problems.