

MINUTES OF THE MEETING OF SAUGHALL AND SHOTWICK PARK PARISH
COUNCIL held on 4 July 2011 at the Vernon Institute, Saughall

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

Bob Salisbury, Internal Auditor
Brian Huxley, Saughall Cricket Club

Public Speaking Time

Prior to the commencement of the meeting Steve Richardson, Chair of Saughall Colts Junior Football Team informed the Council of the Club's expansion and its requirement, as a result, for an additional sports pitch to play on, from next season. Seven teams had played last season but the Colts hoped to play nine teams next season. It was noted that there were approximately one hundred children in the Club and they were predominantly from the village.

Mr Richardson formally requested permission to play on the pitch in the Golden Jubilee Park. However, he was unsure of the dimensions of the pitch required and agreed to let the Council have the exact measurements as soon as possible. He also agreed to hold discussions with Brian Huxley about the requirements of the Cricket Club and the Colts to ascertain how they both could be accommodated. It was noted that any agreement would involve revisions to the Golden Jubilee Park's Joint Use Agreement and a monetary contribution towards grounds maintenance.

The Colt's request and associated issues were referred to the General Purposes Committee for consideration at its next meeting on 1 August 2011.

Councillor RA Storrar informed that he was very unhappy that this meeting was starting at 8:30pm as he considered it too late.

126. APOLOGIES FOR AUTHORISED ABSENCE

Apologies for authorised absence were received from:

Councillor Mrs D Whitton

127. MEMBERS' CODE OF CONDUCT – DECLARATIONS OF INTEREST

No declarations of interest were received.

128. ELECTION OF VICE-CHAIRMAN

RESOLVED:

That Councillor Mrs K Ford be elected Vice-Chairman of the Council for the ensuing Municipal Year.

129. MINUTES

RESOLVED:

That the Minutes of the Annual Meeting of the Council held on 9 May 2011 be confirmed as a correct record.

130. MINUTES OF COMMITTEES

(a) Planning held on 9 May and 6 June 2011

RESOLVED:

The Minutes of the meetings of the Planning Committee held on 9 May and 6 June 2011 be received.

(b) General Purposes held on 6 June 2011

The Council received the Minutes of the meeting of the General Purposes Committee held on 6 June 2011, **agreed** the Committee's draft terms of reference and was requested to approve the recommendations therein.

Recommendations were as follows and the Council's decision in respect of each one is in bold print underneath:

Minute No. 5 (a) – Police

- Consider making an application for a twenty miles an hour speed limit for the whole of Saughall, once the results of the Hoole tests are known.

Noted and the results be awaited.

Minute No. 6 – Draft Terms of Reference

- Adopt the Committee's terms of reference.

Agreed.

- A Police/Homewatch Report be also provided at ordinary Council meetings.

Not agreed. Instead the PCSO be requested to provide Members with a weekly report (by email) on any police issues and/or anti-

social behaviour that has occurred in the village. (This arrangement is to be reviewed after three months.)

- Councillor B Kerr be requested to sit on the Committee to provide input in respect of Highways/Transport Issues and Litter Picking.

Councillor Kerr agreed to this request.

- Discussions be held with the Litter Picking Contractor in the hope that the removal of broken glass in the Golden Jubilee Park can be added to the Contract.

This matter was referred to the Finance and Business Development Committee for consideration.

- Seddons be requested to tidy up the yard at the former Ridings Community Infant School.

Agreed.

Minute No. 17 – Future Priorities

- the Council (via the Finance and Business Committee) consider whether it wishes to take a stall in the Golden Jubilee Park on Village Sports Day – Saturday, 16 July 2011.

It was agreed that Councillors Mrs K Ford, RA Storrar and Mrs JE Storrar will ensure that there is a Parish Council presence at the Village Sports Day event on 16 July 2011 and Councillor B Crowe be requested to provide some Cheshire West and Chester Council literature for distribution.

131. ACCEPTANCE OF OFFICE AND REGISTRATION OF INTERESTS

Councillor Mrs D Whitton had sent her apologies for Council meetings in May, June and July 2011. Consequently, because of her absence she had not declared her acceptance of office or registered any interests.

On the advice of the Monitoring Officer, the Council was asked to agree to confirm that Councillor Mrs Whitton's declaration could be made out of time, immediately before the Council relevant meeting (on 5 September 2011) which she was expected to attend.

132. CO-OPTION

The Council's elections had been uncontested. Only thirteen nominations had been received by the Returning Officer (Saughall ward 12, Shotwick Park ward 1) and there were fourteen seats on the Council. The Council was requested to consider whether it wished to co-opt someone to fill the vacant seat in the Saughall ward.

RESOLVED:

That no action be taken via co-option to fill the vacant seat on the Council and this item be not included on future Council agendas.

133. COMMITTEE REPRESENTATION

(a) Committee Structure

The Membership of each Committee/Panel/Working Group had been determined at the Annual Council meeting on 9 May 2011.

Councillors RA and Mrs JE Storrar had not been able to attend the last meeting, so had sent their apologies. Consequently, they were asked if they wanted to sit on any of the Council's Committees/Panel/Working Group.

RESOLVED:

The Membership of the Council's Committees/Panel/Working Group be revised as follows:

(a) Planning Committee

Councillors WI Humphrey, Mrs J Johnson, Mrs J Knox, Mrs JE Storrar, Mrs D Whitton (subject to her agreement) and Mrs JM Young.

(b) Finance and Business Development Committee

Councillors Mrs K Ford, D Holman, B Kerr, RK Shukla, A Warrington, Mrs JM Young and PP Young.

(c) General Purposes Committee

Councillors B Kerr, WI Humphrey, Mrs J Johnson, Mrs J Knox, Mrs JE Storrar, A Warrington, Mrs JM Young.

(d) "Field Site Panel" (formerly the Field Committee)

Councillors WI Humphrey, RA Storrar, A Warrington and Mrs JM Young.

(e) Affordable Housing (Lodge Lane) Working Group

Councillors WI Humphrey, B Kerr, Mrs JE Storrar (subject to her agreement), A Warrington and Mrs JM Young.

134. CALENDAR OF MEETINGS 2011/12

The Council considered the revised draft of the Calendar of Meetings.

RESOLVED:

That the revised Council's Calendar of Meetings for 2011/12 be agreed and published.

135. MEMBERS' TRAINING

(a) Roles and Responsibilities Training

Councillor PP Young had attended the Workshop on Roles and Responsibilities training held on the evening of Wednesday, 18 May 2011. He reported that he had found it very helpful and informative and had been impressed with the venue which had been the Neston Resources Centre.

(b) Training Course

A training course on how to write and develop exceptional grant funding applications was being held at Chester Zoo on 21 July and on 13 September from 9 – 4:30pm at a cost, per delegate, of £119. The Council was asked to nominate one of its Members to attend. It was noted that other dates were also available but at various venues around Cheshire.

Councillors Mrs K Ford and DF Holman expressed an interest in attending one of the events on grant funding applications but were uncertain, at this stage, if they would be available on any of the dates on which the course was being run.

RESOLVED:

That Councillors Mrs K Ford and DF Holman discuss and agree which one of them will attend this course (and on which date) and notify the Clerk of their decision, so that she can book a place.

(c) Members' Training Requests

As Councillor Mrs K Ford had been elected Vice – Chairman of the Council she requested permission to undergo Chairmanship training.

RESOLVED:

That Councillor Mrs K Ford's request for Chairmanship training be agreed and she be requested to contact the Cheshire Association of Local Councils to ascertain when this training is scheduled so that a place can be booked.

136. FUTURE ELECTION ARRANGEMENTS

Further to Minute No. 120 of the last Council meeting, the Clerk reported that she had written to the Returning Officer regarding the Saughall and Shotwick Park Electoral Registers. Mr Steve Robinson had replied informing that a parish review was due to take place during the latter part of 2011 or early 2012 and that Shotwick Park could then be amalgamated with Saughall.

RESOLVED:

That Mr Robinson's response be noted and this matter be further considered at the Annual Meeting of the Council in May 2012.

137. CHAIRMAN'S MONTHLY REPORT

Councillor Mrs JM Young informed that the Police were regularly being called out to deal with anti-social behaviour in the Golden Jubilee Park. She had been to a Community Renewable Energy Road show at Neston Resource Centre where she had picked up a lot of information which would be of help as the proposal to build a sports pavilion in the Golden Jubilee Park progressed.

RESOLVED:

That the report be received.

138. PARISH COUNCIL SURGERIES

(a) Surgery held on Saturday, 2 July 2011

Councillor Mrs JM Young had presided over the last Parish Council Surgery and reported that she had received no complaints.

RESOLVED:

That the report be received.

(b) Surgery on Saturday, 30 July 2011

RESOLVED:

That the Surgery, to be held on Saturday, 30 July 2011, be cancelled as the Council has agreed to have a presence at the Saughall Sports Day event on Saturday, 16 July 2011 (Minute No. 130 (b) refers) as there was an opportunity to hold a Surgery there instead.

(c) Surgery on Saturday, 3 September 2011

RESOLVED:

That Councillor PP Young be requested to preside over the next Parish Council Surgery scheduled for Saturday, 3 September 2011 outside the Co-op Store between 10:00am and 10:45am and Cheshire West and Chester Councillor B Crowe be invited to join him.

139. CHESHIRE WEST AND CHESTER COUNCIL
- LOCAL MEMBERS' REPORT

Councillor B Crowe was not in attendance at the meeting so the Council was unable to receive his report.

140. ACCOUNTS

RESOLVED:

That this item be deferred to the next meeting of the Finance and Business Development Committee and no longer be included on the agenda for Council meetings.

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

RESOLVED:

There had not been any reply to any of the three letters the Clerk had written to the Co-op's Head Office in Manchester requesting the facility to pay English Water Rates in the Co-op Store in Saughall.

RESOLVED:

That this matter be referred to the next meeting of the General Purposes Committee so that it can monitor progress.

142. ALL SAINTS PRIMARY SCHOOL

(a) Community Use

There had been no response to either of the Clerk's letters to the Chair of the Governing Body asking about any proposals to make the school available for community use.

It was thought that if the school building did eventually become available for community use, the venue would prove more expensive than any of the other venues available in the village. However, the Clerk was requested to write to the Chair of the Governing Body once again in the hope that a response would be forthcoming this time.

(b) Olympic Poster Competition

Councillor Mrs K Ford reported that she was unsure whether the proposed competition would go ahead, she thought it was unlikely.

(c) Opening Ceremony on 26 May 2011.

Those Members who attended the Opening Ceremony reported that it had been very well organised. Councillor Mrs J Johnson was thanked for providing a tree.

RESOLVED:

That the reports be received and in future this item be included on the agenda for the General Purposes Committee and not the Council.

143. VERNON INSTITUTE MANAGEMENT COMMITTEE

Councillor PP Young reported that the Vernon Institute Management Team had arranged for a risk assessment to be carried out in respect of the Vernon Institute building and the results meant that a large amount of resources would need to be ploughed into the maintenance of the building so that it reached an appropriate standard.

A survey about the building's future had been undertaken and the results of that had been collated and would be considered at the next Management Committee meeting. It was understood that the detail of the discussion on the survey's findings would eventually be made public.

Members had each received a copy of an email from the Vernon Institute Management Committee's Chairman, Chris Harman setting out detailed future options. These had implications for the Council and Members were aware that they would need to take account of them, before further progress on its proposal to build a sports pavilion in the Golden Jubilee Park was made.

RESOLVED:

That the report be received.

144. ATTENDANCE AT MEETINGS OF OUTSIDE BODIES

(a) To note the following communication that had been received:

- NALC's Communities in Action – Conference and Exhibition
Councillors B Kerr and D Holman have agreed to attend the event in Sheffield on Tuesday, 19 July 2011.
- Cheshire Voluntary Action's "Recruiting and Retaining Volunteers" Workshop, Thursday 14 July 2011 at the Uniformed Groups' Headquarters from 6.00pm to 7.30pm Tea & coffee are available from 6.00pm.
Councillors RA Storrar and A Warrington agreed to attend this Workshop.
- Cheshire Community Action Open Day and Members' Evening on Thursday, 7 July 2011, Chelford Village Hall, 3:30pm – Open Day, Evening Event at 7:00pm.
No one was able to attend.

(b) To receive a report from Members on proceedings at any outside meetings attended:

- Introduction to Localism – Wednesday, 29 June 2011, Virgin Training Academy, Tatton House, Crewe.
Councillors WI Humphrey and Mrs JM Young had attended this event and reported that parish councils had been recommended to start the Neighbourhood Planning process at the soonest opportunity and not to wait for the Localism Bill to be enacted or the Regulations that would underpin it. They were also told that Cheshire West and Chester Council had grant aid available to assist the work required to compile

Neighbourhood Plans and that some of this had been allocated already. Clarity on this would be sought from Cheshire West and Chester Councillor B Crowe as none of his Council's officers had been in attendance to provide details about this.

- Cheshire West and Chester Council's Rural Conference, Gearing up for Change – Thursday, 23 June 2011, Oulton Park, Tarporley. Councillor RA Storrar had attended this event and reported that he had found it very interesting and he had taken part in a workshop in respect of older people in the afternoon.

145. COMMUNICATIONS RECEIVED

To following communications had been received:

- Cheshire West and Chester Council's The Future of Your Area – Have Your Say, letter dated 8 June 2011 - noted.

146. CIRCULARS

The following circulars had been received and were available at the meeting for Members' information:

- Cheshire West and Chester – Dog Fouling and the Law – A Guide for the Public
- Talks at the Grosvenor Museum June – September 2011
- Cheshire West and Chester Council's Exhibitions and Events, June – September 2011
- Cheshire West and Chester Council's Local Development Framework Have Your Say