

SAUGHALL AND SHOTWICK PARK PARISH COUNCIL

COUNCIL SUMMONS

To All Members of the Parish Council

Dear Member,

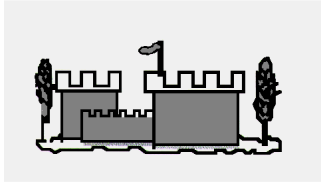
You are summoned to attend a meeting of the Saughall and Shotwick Park Parish Council to be held on **Monday, 2 December 2013** at **7:00pm** in the **Vernon Institute, Church Road, Saughall** to transact the business set out on the agenda overleaf.

Yours sincerely,

Clerk to the Council

10 Merton Close,
Little Neston
Cheshire
CH64 0TR

22 November 2013



SAUGHALL AND SHOTWICK PARK
PARISH COUNCIL
www.saughall.gov.uk

Mrs S Hudspeth ACIS
Clerk to the Council
Tel: 0151-336 3367
clerk@saughall.gov.uk

COUNCIL MEETING
MONDAY, 2 DECEMBER 2013
7:00 PM
VERNON INSTITUTE, CHURCH ROAD, SAUGHALL

PUBLIC SPEAKING TIME

Before the meeting begins Ten Minutes will be allocated to enable any petition presenters to speak in support of their petition(s) and for questions from the public, providing five clear working days written notice has been given, or on matters of urgency, providing a request is made to the Chairman prior to the commencement of the meeting and the Council's consent is given.

AGENDA

PART 1 – MATTERS TO BE CONSIDERED IN THE PRESENCE OF THE PRESS AND PUBLIC

1. APOLOGIES FOR AUTHORISED ABSENCE
2. MEMBERS' CODE OF CONDUCT - DECLARATIONS OF INTEREST
 - (a) To provide an opportunity for Members to declare any disclosable pecuniary and non-pecuniary interests in any item on the agenda.
 - (b) To consider any written applications for dispensations.
3. MINUTES
To confirm the Minutes of the meeting of the Council held on 4 November 2013 as a correct record. **(Copy attached)**
4. PLANNING MATTERS
 - (a) Planning Applications
To consider the following planning applications received with a view to passing observations to Cheshire West and Chester Council – the Planning Authority:
 - (i) 13/03765/FUL
Proposal: Convert beauty salon into dwelling and addition of a conservatory.
Location: The Red Lodge Rear of Oak Villa, 90 Church Road, Saughall, Chester, Cheshire.

- (ii) 13/04723/FUL
 Proposal: Erection of cubicle shed.
 Location: Kirkland House, 247 Hermitage Road, Saughall, Chester, Cheshire.
- (iii) 13/04779/FUL
 Proposal: Addition of two dormers to front elevation (Retrospective).
 Location: Pinetrees Lodge, Kingswood Lane, Saughall, Chester, Cheshire.
- (iv) 13/04778/FUL
 Proposal: Single storey rear extension and front porch, including bay window to side.
 Location: Darland, 98 Hermitage Road, Saughall, Chester, Cheshire.
- (v) 13/04520/FUL
 Proposal: Adapt existing entrance lobby to include disabled WC.
 Location: Greyhound Inn, Seahill Road, Saughall, Chester, Cheshire.
- (vi) 13/04796/FUL
 Proposal: Front Porch Extension.
 Location: Fonly, Fiddlers Lane, Saughall, Chester, Cheshire.
- (vii) 13/04540/FUL
 Proposal: Replacement dwelling (demolition of existing).
 Location: Meriden, Parkgate Road, Saughall, Chester, Cheshire.

(b) Planning Decisions

To note planning decisions made by Cheshire West and Chester Council – the Planning Authority as follows:

- (i) 13/03144/FUL
 Proposal: Two storey side extension and single storey front porch extension.
 Location: 8 Eastfields Grove, Saughall, Chester, Cheshire.
 “Planning Permission.”
- (ii) 13/04030/FUL
 Proposal: Front porch extension.
 Location: 13 Lodge Lane, Saughall, Chester, Cheshire.
 “Planning Permission.”

(c) To consider any urgent Planning matters

5. POLICE/NEIGHBOURHOOD MANAGEMENT

- (a) PCSO Report
 PCSO Wendy Leason to report on August 2013 policing issues.
- (b) Public Meeting on Saturday, 7 December 2013.
 This meeting is being held to discuss with the Police the concerns and perceptions of parishioners in respect of anti social behaviour in the Golden Jubilee Park.
- (c) Homewatch
 Councillor H Jennings to report.
- (d) Saughall Neighbourhood Management Team
 Councillor Mrs JM Young to report on the Summer Play Scheme.
- (e) Police and Crime Commissioner’s meeting with Parish Councils held at 6:30pm on 30 October 2013 in the Small Hall, Community Centre, Fluin Lane, Frodsham.
 To receive a report on its proceedings.

6. RESILIENCE PLANNING
To receive a report from the Resilience Group on the proposal to draw up a resilience planning document (in case of a catastrophic emergency) for Saughall. (Members are Councillors H Jennings, RK Shukla, RA Storrar and Mrs JM Young.)
7. BUSINESS PLAN ACTION PLAN AND REPORTS OF THE BUSINESS PLAN ACTION GROUPS
A list of the Groups and the Action Plan are **attached**.
(a) To receive reports from the Groups.
(b) To revise the Action Plan as considered appropriate.
8. SOCIAL NETWORKING
To receive a report from Members who attended the Social Media Training Seminar on 20 November 2013 in Crewe Library that was arranged by the Cheshire Association of Local Councils.
9. MEMBERS' TRAINING REQUIREMENTS
(a) To consider any training requests. The revised Training Programme for Councillors and Clerk's for 2014 is **attached**.
(b) The Cheshire Association of Local Councils is running a Planning Seminar on the morning of Friday, 6 December 2013 in Middlewich. Members were informed of this in an email on 8 November 2013. Does anyone intend to attend?
10. GOLDEN JUBILEE PARK
(a) Field Committee Monthly Report
(Councillors H Jennings, RA Storrar, A Warrington and Mrs JM Young and Mr Brian Huxley are requested to report on the proceedings of a site visit).
(b) The Proposal to build a Sports and Community Use Building
To receive a progress report.
(c) Multi Use Games Unit (MUGA).
To note WREN's decision on the Council's funding application for this community project.
(d) Quotations
To consider any quotations for work required.
(e) To consider any urgent Golden Jubilee Park matters.
11. YOUTH ACTIVITIES
To receive a report from Councillor Mrs J Edwards.
12. VERNON INSTITUTE MANAGEMENT COMMITTEE (VIMC)
(a) Councillor PP Young to report on any matters of interest to the Parish Council.
(b) Clock Automation and New Roll of Honour.
Councillors DF Holman and A Warrington to report.
13. LODGE LANE AFFORDABLE HOUSING PROJECT
A meeting was held between the Working Group and Mark Frain, the Contracts Manager for Rowlinson Construction Ltd at 10:30am on 24 October 2013.

To receive a report on the proceedings of this meeting.

(Working Group Members are Councillors B Kerr, Mrs JE Storrar, RA Storrar, Mrs D Whitton and Mrs JM Young.)

14. CHAIRMAN'S MONTHLY REPORT
To receive an oral report from Councillor Mrs JM Young.
15. CHRISTMAS LIGHTS SWITCH ON – 4 DECEMBER 2013
Councillor Mrs JM Young to report on the arrangements.
16. PARISH COUNCIL SURGERIES
 - (a) To receive reports from Councillor RA Storrar on the proceedings of the Parish Council Surgery held from 10:00 to 10:45am on Saturday, 30 November 2013 outside the Co-op Store on Church Road.
 - (b) To confirm where and when the Surgery will be held On 4 January 2014 and who will preside over it.
17. CHESHIRE WEST AND CHESTER COUNCIL WARD COUNCILLOR'S REPORT (INCLUDING ANY HIGHWAYS AND ENVIRONMENTAL ISSUES)
To receive the Ward Councillor's report on issues affecting Saughall and Shotwick Park and to request that Councillor Brian Crowe follows up matters on behalf of this Council which are properly the responsibility of the Principal Authority.
18. ACCOUNTS
 - (a) Payments to be made since the meeting of the Council held on 4 November 2013. **(Copy attached)**
 - (b) To note any receipts **(Copy attached)**
 - (c) To receive the cash to bank reconciliation. **(Copy attached)**
 - (d) To consider a request from Gaynor Harris for a financial contribution towards the Friday Club's Christmas Lunch. Email dated 8 November 2013 **attached**.
 - (e) Funding Opportunities/Attracting Grant Aid
To receive a report of the Community Investment Champion Working Group. (Members are Councillors Mrs K Ford and A Warrington.)
 - (f) Diamond Jubilee Fund
Mr Harry Dobson reports that the balance, after this year's 'Music in the Park' event, is £609:21. A surplus of £9:21 over the Council's grant.
19. BUDGET 2014/15
To give initial consideration to the Council's budgetary requirements for 2014/15 and draw up a draft budget for the Council's consideration at its Budget meeting scheduled for 13 January 2014. In doing this Members must have regard to financial provision in respect of any additional activities it may wish to support next year.
The 2013/14 Budget is **attached** for reference purposes.
20. ATTENDANCE AT MEETINGS OF OUTSIDE BODIES
 - (a) To note outside body meetings coming up and the agree representation:
 - Cheshire Association of Local Council's Area Meeting at 7pm on Wednesday, 29 January 2014 at Cheshire West and Chester Council' HQ in Chester.

- (b) To receive a report from those Members who attended the following outside events, on their proceedings, and from Members on any other outside events attended since the last meeting of the Council on Monday, 4 November 2013:
- Cheshire Association of Local Councils' (ChALC) Annual Meeting 2013 on Thursday, 24 October 2013 at Fire and Rescue Headquarters, Winsford. Refreshments will be available from 6pm.
Councillors Mrs K Ford, B Kerr, DF Holman, RA Storrar Mrs JM Young agreed to attend. To receive reports from them.
 - Cheshire Playing Fields Association' Annual General Meeting at 10:30am on Thursday, 31 October 2013 at the Winsford Lifestyle Centre.
Councillor Mrs JM Young to report.
 - Chester & District Housing Trust's Estate Walkabout on Wednesday, 25 September 2013.
Councillor Mrs JM Young to report.

21. COMMUNICATIONS RECEIVED

To note the following communications received:

- Email dated 11 November 2013 from Mr and Mrs H Moore regarding Remembrance Sunday **attached**.
- Email dated 30 September 2013 from Councillor John Joyce, Chair of the Cheshire Fire Authority and Paul Hancock, Chief Fire Officer about the Launch of Consultation ("Making Cheshire Safer") on Future Plans for Cheshire Fire and Rescue Service. Consultation runs to 16 December 2013. A copy was emailed to Members on 1 October 2013 for their information.
<http://www.cheshirefire.gov.uk/home/irmp-201415-draft-plan-have-your-say>
- Email dated 22 October 2013 from Lyn Brown, Partnerships Team, Cheshire West and Chester Council regarding a statutory review of the Statement of Licensing Policy. Consultation runs to 10 January 2014. A copy was emailed to Members for their information on 22 October 2013.
http://www.cheshirewestandchester.gov.uk/your_council/consultations_and_petitions/council_consultations/licensing-policy-consultations.aspx
- Cheshire West and Chester Council's Proposed Changes to Home to School Transport – Public Consultation 30 October 2013 – 24 January 2014.
http://www.cheshirewestandchester.gov.uk/your_council/consultations_and_petitions/council_consultations/children_and_young_peoples_tr.aspx
- Campaign to Protect Rural England's Countryside Voice – Winter 2013.

22. CIRCULARS

To note the following circular has been received and is available at the meeting for Members' information:

- Cheshire West and Chester Council's 'A year of Achievements', Annual Report 2012/13.

PART 2 – MATTERS TO BE CONSIDERED IN THE ABSENCE PUBLIC

Nil