

## 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, 7 April 2014** at **7:00pm** in the **Vernon Institute, Church Road, Saughall** to transact the business set out on the agenda overleaf.

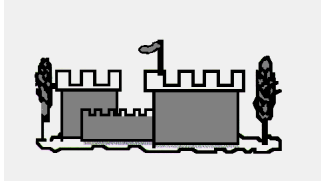
Yours sincerely,

Clerk to the Council

10 Merton Close,  
Little Neston  
Cheshire  
CH64 0TR

28 March 2014





SAUGHALL AND SHOTWICK PARK  
PARISH COUNCIL  
[www.saughall.gov.uk](http://www.saughall.gov.uk)

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Clerk to the Council  
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COUNCIL MEETING

**MONDAY, 7 APRIL 2014**

**7:00 PM**

**VERNON INSTITUTE, CHURCH ROAD, SAUGHALL**

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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.

The following parishioners have given notice that they wish to address the Council:

- Cathy Chaloner on Snow Angels
- Martin Kennedy on the Multi Use Games Area's maintenance and costs.

## 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 3 March 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) 14/00836/FUL  
Proposal: Proposed single storey extension to rear/side.  
Location: New Ways Farm, Shotwick-Frodsham Road, Shotwick Park, Chester, Cheshire.
  - (b) Planning Decisions

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

    - (i) 13/00237/FUL  
Proposal: Erection of shed (demolition of timber shed).  
Location: Kirkland House, 247 Hermitage Road, Saughall, Chester, Cheshire. CH1 6AE

‘Planning Permission.’
  - (c) To consider any urgent Planning matters
5. POLICE/NEIGHBOURHOOD MANAGEMENT
  - (a) PCSO Report  
PCSO Wendy Leason to report on March 2014 policing matters.
  - (b) Homewatch  
Councillor H Jennings to report.
  - (c) Saughall Neighbourhood Management Team  
Monthly Report  
Councillor Mrs JM Young to report.
  - (d) Meeting between the Police and Crime Commissioner and Parish and Town Representatives at 6:30pm on Wednesday, 19 March 2014 in the Edna Rose Room, Community Centre, Meadow Close, Off Crossfields, Tarvin, Chester, CH3 8LY.  
  
To receive a report on the proceedings from those Members who attended.
6. SNOW ANGEL CAMPAIGN  
Councillor DF Holman to report.
7. VILLAGE EVENTS  
To receive a report from Councillor Mrs JM Young on the event being arranged to commemorate World War 1.

8. CHESHIRE WEST AND CHESTER COUNCIL'S PROPOSED CHANGES TO HOME TO SCHOOL TRANSPORT  
A site visit is being held at 1pm on Thursday, 3 April 2014. To receive a report on its proceedings from the Chairman.



9. MEMBERS' TRAINING REQUIREMENTS  
To consider any training requests. The revised Training Programme for Councillors and Clerk's for 2014 is **attached**.
10. THE HOUSING PROJECT ON THE FORMER THE RIDINGS INFANTS SCHOOL SITE  
To receive a progress report.
11. LODGE LANE AFFORDABLE HOUSING PROJECT  
To receive a progress report.
12. 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 their site visit).  
  
(b) The Proposal to build a Sports and Community Use Building  
To receive a progress report.  
  
(c) Multi Use Games Unit (MUGA).
13. YOUTH ACTIVITIES  
To receive a report from Councillor Mrs J Edwards.
14. VERNON INSTITUTE MANAGEMENT COMMITTEE (VIMC)  
(a) Councillor PP Young to report on any matters of interest to the Parish Council.  
  
(b) New Roll of Honour.  
Councillor A Warrington to report on progress.
15. CHAIRMAN'S MONTHLY REPORT  
To receive an oral report from Councillor Mrs JM Young.

16. PARISH COUNCIL SURGERIES

(a) To receive reports from Councillor Mrs K Ford on the proceedings of the Parish Council Surgery held from 5pm to 6pm on Friday, 4 April 2014 outside the Co-op Store on Church Road.

(b) To confirm where and when the next Surgery will be held 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. FLASHING SPEED SIGN AND TRAFFIC CONES

As previously reported Cheshire West and Chester procure all their activated signs from a company called TWM based in Winsford. It has been determined that this company provided both the best product and value for money. The reasoning for settling on a one company approach was to provide consistency of sign types throughout the Borough.

<http://www.twmtraffic.com/products/index.asp>

In addition to the cost of purchasing the signs there are also additional costs such as installation and future maintenance/energy costs. Therefore, on average the supply and installation of a flashing sign costs in the region of £5000-£6000 per sign per location.

Members are requested to decide whether to procure a sign, subject to being able to attract match funding from the Cheshire Police and Crime Commissioner.

19. 2013/14 ACCOUNTS

(a) Audit of Accounts 2013/14

The Accounts are ready to be signed off and passed to the Internal Auditor so that he can carry out his audit. **(Copy attached)**

(b) To note the payments to be made since the meeting of the Council held on 3 March 2014.

(b) To note any receipts

(c) To receive the cash to bank reconciliation. **(HSBC Bank Statement from 25 January to 24 February 2014 is attached for information only)**

20. ATTENDANCE AT MEETINGS OF OUTSIDE BODIES

(a) To note any outside body meetings coming up and the agree representation.

(b) To receive a report from Members who attended any outside events, on their proceedings, since the last meeting of the Council on Monday, 3 February 2014:

- National Association of Local Council's (NALC) What Next for Localism? – Wednesday, 26 March 2014 at the Royal National Hotel, London.  
Councillor B Kerr to report.
- Local Councils Assembly: 6pm - 9pm on Wednesday, 26 March 2014 at Chester Town Hall, Northgate Street, Chester (light refreshments will be served).  
Councillors Mrs K Ford, Mrs JE Storrar and Mrs JM Young to report.

21. COMMUNICATIONS RECEIVED

To note communications received:

- The Royal British Legion Centenary Poppy Campaign (**Details attached**)

22. CIRCULARS

If any circulars are received they will be available at the meeting for Members' information.

PART 2 – MATTERS TO BE CONSIDERED IN THE ABSENCE OF THE PUBLIC

23. MULTI USE GAMES AREA – TENDERS

To consider the **attached exempt report** containing recommendations from the MUGA Working Group (Councillors Mrs K Ford, DF Holman and A Warrington.) established at the Council meeting on 2 December 2013 (Minute No. 261(c) refers.) and agree how to proceed.