

MINUTES OF THE ANNUAL MEETING OF SAUGHALL AND SHOTWICK PARK  
PARISH COUNCIL held on 12 May 2014 in the Vernon Institute, Church Road,  
Saughall

In attendance: Councillor Mrs J Edwards  
Councillor Mrs K Ford  
Councillor DF Holman  
Councillor Mrs J Johnson  
Councillor Mrs J Knox  
Councillor Mrs JE Storrar  
Councillor RA Storrar  
Councillor A Warrington  
Councillor Mrs D Whitton  
Councillor Mrs JM Young (in the Chair)  
Councillor PP Young

PCSO Wendy Leason (Part)  
PC Paul Taylor, Beat Manager (Part)

### **Public Speaking Time**

Prior to the commencement of the meeting and further to Minute No. 95, the Council was addressed by Ms Nia Brammer who informed it that it was six months today since her niece Emily had died. Emily was only 21 months old when she died. It had been a sudden death and the cause was a viral form of septicaemia. One child in a million passed away in this way.

Ms Brammer and her sister and brother-in-law (Emily's parents) had lived in the village for a number of years and the level of support they had received following Emily's untimely death had been phenomenal. They had set up a charity - The Emily Ffion Trust with a view to making something positive out of a negative. They had organised a charity ball and raised £26,000. There had been continuous help and support from local people and the fund continued to grow. Another charity ball was planned and it was hoped that the charity would build and grow further.

Ms Brammer informed that the Trustees had been looking at a way to repay people collectively for their kindness and support and wanted to offer the Council something for younger children to play on in the swing park. They had not made a final decision yet but were considering a wall mounted xylophone. The Trust would also provide a plaque inscribed with 'donated by the Emily Ffion Trust'.

### **108. ELECTION OF CHAIRMAN**

Councillor RA Storrar thanked the Chairman for her past year's service and her Chairmanship. She had done a fantastic job and the community was enhanced by the work that she did.

It was proposed and seconded and it was

RESOLVED:

That Councillor Mrs JM Young be elected Chairman of the Council for the ensuing Municipal Year.

109. CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE

The Chairman signed her declaration of office, witnessed by the Clerk.

110. ELECTION OF VICE-CHAIRMAN

It was proposed and seconded and it was

RESOLVED:

That Councillor DF Holman be elected Vice-Chairman of the Council for the ensuing Municipal Year.

111. APOLOGIES FOR AUTHORISED ABSENCE

Apologies for authorised absence were received from Councillor H Jennings (Home Watch Co-ordinator).

112. MEMBERS' CODE OF CONDUCT – DECLARATIONS OF INTEREST

No declarations of interest were received.

113. MINUTES

RESOLVED:

That the Minutes of the meeting of the Council held on 7 April 2014 be confirmed as a correct record.

114. ANNUAL PARISH ASSEMBLY

RESOLVED:

That the Minutes of the Annual Parish Assembly held on 28 April 2014 be received.

115. MEETING SCHEDULE – 2014/15

RESOLVED:

That the meeting schedule as set out in Appendix A to these Minutes be agreed.

116. COMMITTEE REPRESENTATION

RESOLVED:

That the Members of the Field Committee be Councillors H Jennings (subject to his agreement), RA Storrar, A Warrington, Mrs JM Young and Mrs S Harris and Mr B Huxley.

117. PARISH COUNCIL REPRESENTATION

RESOLVED:

That the Council be represented as follows:

- (a) Chester Area Meetings of the Cheshire Association of Local Councils (ChALC)

Councillors B Kerr (subject to his agreement), Mrs JE Storrar, RA Storrar and Mrs JM Young.

- (b) ChALC's Quality Parish Council Forum

Councillors B Kerr (subject to his agreement) and Mrs JM Young.

- (c) Vernon Institute Management Committee

Councillor PP Young.

- (d) Saughall Youth Club Management Committee

Councillor Mrs J Edwards.

- (e) Responsible Financial Officer

Mr G Hudspeth.

- (f) Internal Auditor

Mr B Salisbury.

- (g) Tree Warden and Environmental Warden

Mrs H Cakebread.

- (h) Parish Paths - Wardens

Councillors Mrs J Edwards, DF Holman and A Warrington.

## 118. PLANNING MATTERS

### (a) Planning Decisions

The following planning decisions made by CWaC – the Planning Authority were noted.

#### (i) 14/00508/FUL

Proposal: Single storey extensions to rear and side.

Location: Cherrydene, Seahill Road, Saughall, Chester, Cheshire. CH1 6BJ

“Permission”

#### (ii) 14/00836/FUL

Proposal: Single storey extension to rear and side.

Location: New Ways Farm, Shotwick-Frodsham Road, Shotwick Park, Chester, Cheshire. CH1 6JZ

“Permission”

#### (iii) 14/00521/FUL

Proposal: Single storey rear extension, roof dormers, a porch and a bay window (amendment to 13/04778/FUL).

Location: Darland, 98 Hermitage Road, Saughall, Chester, CH1 6AQ.

“Refusal”

### (b) Urgent Planning Matters

Members raised concerns that there appeared to be inconsistencies in decision making on planning applications by planning officers under delegated authority and by CWaC’s Elected Members.

RESOLVED:

That the Council’s concerns be conveyed to the planning authority along with examples.

## 119. POLICE/HOME WATCH

### (a) PCSO’s Report

PCSO Wendy Leason informed the Council of the following incidents that had occurred since its meeting on 7 April 2014:

- Hate and Prejudice – 1
- Road Traffic Collision – 4
- Road related – 4
- Highway disruption – 2
- Criminal damage – 2
- Suspicious activity – 6
- Anti social behaviour – 6
- Domestic disturbances – 5
- Missing person – 2
- Concern for safety – 1

- Other theft – 1
- Burglary other – 1
- Wildlife issues - 2

The PCSO also informed that she had also undertaken the following community engagements in the village:

- Attended the Golden Link
- Attended the Senior's Group
- Attended the Friday Club
- Attended Brownies
- Attended the Youth Club
- Held a Police Surgery at the Saturday Farmers' Market
- Attended Wain Court to engage with the residents
- Attended the Art Group
- Attended Craft and Chatter
- Attended Pre School
- Conducted school patrols at the beginning and end of the School day
- Panna Football event
- Attended the Allotments
- Daily reassurance visits to the Co-op Store with special attention at the close of business.

The PCSO reported that two fraudsters who had stolen approximately £80,000 from credit cards at Craxton Wood had been given two year sentences.

RESOLVED:

That PCSO Wendy Leason be thanked for her report.

(b) Police Report

PC Paul Taylor reported on two ongoing neighbour disputes in the village. One had been resolved successfully during the previous week following mediation. Mediation was to be provided in respect of the other dispute.

PC Taylor also reported that Little Creek Kennels had been targeted recently. Also, he had received complaints about parked vehicles causing obstructions, speeding and traffic issues. Hopefully, he would undergo his speed gun training early next week.

Councillor Mrs D Whitton asked why something could not be done about motorists parking on grass verges. She referred to the recent press coverage regarding an elderly couple who had been warned they face court charged with 'criminally damaging the highway' by CWaC after they had planted a flower bed outside their home. They had decided to grow daffodils, pansies and other bushes and plants as long ago as 1999 to stop motorists churning up the grass verge whenever they parked their cars.

A CWaC official had said that the "planting activity" was a "criminal offence" under Section 131 of The Highways Act 1980 and warned that the plants and bushes had been "planted without permission."

Councillor PP Young informed PC Taylor that there were two large social events being held in the village on Saturday, 24 May 2014 and they would attract large crowds. PC Taylor informed that PCSO Wendy Leason would be on leave that day but he would arrange alternative cover.

RESOLVED:

That PC Paul Taylor be thanked for his report

(c) Home Watch

RESOLVED:

That this item of business be deferred for consideration until the next meeting of the Council scheduled for Tuesday, 3 June 2014.

(d) Saughall Neighbourhood Management Team

RESOLVED:

That this item of business be deferred for consideration until the next meeting of the Council scheduled for 7pm on Monday, 3 June 2014.

## 120. PARISH COUNCIL INSURANCE

The Council was aware that its Insurance was due for renewal on 1 June 2014. The Council's Insurance Company, Came & Company had informed the Clerk that the renewal premium was £1,163.88. The Council's long term agreement was due to expire on 31 May 2015. The renewal premium could be reduced by 5% to £1,105.69 if the Council was agreeable to signing a new long term agreement until 31 May 2017.

RESOLVED:

That agreement be given to a new long term insurance agreement with Came & Co until 31 May 2017 being signed by the Clerk.

## 121. DRILLING FOR GAS, OIL, FRACKING ETC

RESOLVED:

That this item of business be deferred for consideration until the next meeting of the Council scheduled for 7pm on Tuesday, 3 June 2014.

122. NEW HOMES BONUS – LOAN

Before applying for loans to finance major projects it was agreed that the Council needed to consult parishioners on what they would like to see provided in the village and in particular in the Golden Jubilee Park.

RESOLVED:

That the future development of the Golden Jubilee Park be include on the agenda for the next meeting of the Council scheduled for 7pm on Tuesday, 3 June 2014.

123. PARISH COUNCIL BUSINESS PLAN – ACTION GROUPS

RESOLVED:

That this item of business be deferred for consideration until the next meeting of the Council scheduled for 7pm on Tuesday, 3 June 2014.

124. CHESHIRE FIRE AND RESCUE SERVICE – PROPOSED NEW FIRE STATION ON LAND OFF POWEY LANE

On 30 April 2014 the Council had received a presentation from Assistant Chief Fire Officer, Richard Ost on the Fire and Rescue Service's proposal to build a new Fire Station on land off Powey Lane/A5117. This was followed by a question and answer session. (Minute No. 102 refers.)

As a neighbouring parish council consultee, at the pre-planning stage, the Council was invited to discuss the issues raised and formulate its response. Members gave serious consideration to the proposal and it was

RESOLVED: That

(1) this Council is against the proposed new Fire Station on land off Powey Lane as it considers it to be unacceptable development in the green belt when there are plenty of brown field sites available; and

(2) it be noted that an exhibition in respect of the proposal will be held at Mollington, Backford and District Village Hall, Station Road, Backford, CH1 6NT on Friday, 16 May 2014 between 12:00 noon and 6:00pm.

125. COMMUNITY GOVERNANCE REVIEW – SAUGHALL AND SHOTWICK PARK

CWaC was carrying out a community governance review of the whole of the Borough. As part of this the Parish Council had requested that the residents of Shotwick Park be consulted over a proposal for them not to elect their own Shotwick Park Councillor but instead, take part in electing 14 Councillors for Saughall; and subject to appropriate consultation, Melverley Drive be moved into Blacon. (Minute No. 226 refers.)

On 30 April 2014 the Council had received a presentation from CWaC's Senior Manager – Partnerships and Development, Alison Armstrong on her Council's review of the community governance arrangements currently in place for Saughall and Shotwick Park. This was followed by a question and answer session.

The Council was now invited to discuss the issues raised. Attached to the agenda was an analysis of the results of the consultation CWaC had held with residents of Saughall and Shotwick Park which Members considered in detail.

It was noted that a high percentage of those who had returned their questionnaires considered that the Parish Council was easy to reach. Members were concerned by the negative comments that had been received and about the way some of the questions had been worded.

Parishioners who had responded appeared to have a basic understanding of the powers of the Parish Council.

RESOLVED: That

- (1) this Council's view is that CWaC should make no changes to the existing governance arrangements for Saughall and Shotwick Park other than taking on board the two proposals put forward to it previously and set out above;
- (2) the Clerk be requested to convey the message at (1) above to CWaC's Senior Manager – Partnerships and Development.

#### 126. VILLAGE EVENTS

Councillor Mrs JM Young informed that plans were continuing to progress well in respect of the community events being held on Saturday, 24 May 2014 (Michael Bubl  Tribute Act) and Sunday, 25 May 2014 (Churches Together – United Ecumenical Service to commemorate World War 1 in the morning and the Black Cat Band (Ceilidh Band) in the evening. There would be some fund raising for the Emily Ffion Trust at some of the events.

RESOLVED:

That progress made so far with the May village events be noted.

#### 127. MEMBERS' TRAINING REQUIREMENTS

RESOLVED:

That this item of business be deferred for consideration until the next meeting of the Council scheduled for 7pm on Tuesday, 3 June 2014.

128. GOLDEN JUBILEE PARK

RESOLVED:

That this item of business be deferred for consideration until the next meeting of the Council scheduled for 7pm on Tuesday, 3 June 2014.

129. YOUTH ACTIVITIES

RESOLVED:

That this item of business be deferred for consideration until the next meeting of the Council scheduled for 7pm on Tuesday, 3 June 2014.

130. VERNON INSTITUTE MANAGEMENT COMMITTEE (VIMC)

Councillor PP Young reported that the VIMC's new charitable status had been accepted by the Charity Commission. The assets would be signed over to the new charity shortly. At the present time there were two charities in existence but this was a temporary arrangement only.

RESOLVED:

That Councillor PP Young be thanked for his report.

131. CHAIRMAN'S MONTHLY REPORT

RESOLVED:

That this item of business be deferred for consideration until the next meeting of the Council scheduled for 7pm Tuesday, 3 June 2014.

132. PARISH COUNCIL SURGERIES

(a) Surgery held on Saturday, 10 May 2014

Councillor Mrs J Johnson had presided over the Parish Council Surgery which had been held at Oaktree Nurseries between 10am and 10:45am. Issues raised and discussed had included the following:

- Rakeway was very untidy and required tidying up.
- Dog bins had vanished from Rakeway and from behind the Church.
- Dog dirt was in abundance in the Golden Jubilee Park.
- The visibility of the PCSO was questioned.
- The grass cutting carried out by CWaC's Streetscene was not at an appropriate standard.
- The play equipment in the swing park required attention.

RESOLVED:

That Councillor Mrs J Johnson be thanked for her very informative report.

(b) Surgery on Saturday, 31 May 2014.

RESOLVED:

That Councillor DF Holman be requested to preside over the next Parish Council Surgery to be held from 10am to 10:45am outside the Co-op Stores, Church Road, Saughall.

133. CHESHIRE WEST AND CHESTER COUNCIL – WARD COUNCILLOR'S REPORT (INCLUDING ANY HIGHWAYS OR ENVIRONMENTAL MATTERS)

RESOLVED:

That this item of business be deferred for consideration until the next meeting of the Council scheduled for 7pm on Tuesday, 3 June 2014.

134. ACCOUNTS

(a) Audit of Accounts 2013/14

RESOLVED:

That the Internal Auditor's report be deferred until the next meeting of the Council scheduled for 7pm on Tuesday, 3 June 2014.

(b) Payments made since the meeting of the Council held on 3 March 2014:

RESOLVED:

That the following payments be approved:

<u>Financial Year 2014/2015</u>	<u>£</u>	<u>Cheque No</u>
Came & Co (insurance for the marquee)	53:00	102774
Mr JE Davies (Litter Picking)	63.00	102775
Mrs S Hudspeth (Salary)	497:26	102776
Mrs S Hudspeth (Expenses)	100:03	102777
Mrs JM Young (Sand)	3:99	102778
Came & Co (Annual Insurance Renewal)	1,105:69	102779

Public Works Loan Board direct debit payment on 14 May 2013 – £ 943:14.

(b) Receipts

RESOLVED:

That the following receipts be noted:

- Parish Precept £58,543
- Council Tax Reduction Scheme grant of £5,490
- Wayleave Payment £4:60

(c) Cash to Bank Reconciliation

RESOLVED:

That the contents of the cash to bank reconciliation sheet and the bank statement from 25 January to 24 February 2014 be noted.

135. ATTENDANCE AT MEETINGS OF OUTSIDE BODIES

There was nothing to report.

136. COMMUNICATIONS RECEIVED

No correspondence had been received.

137. CIRCULARS

The following circulars were noted:

- Came and Company's Parish Matters
- Campaign to Protect Rural England's Countryside Voice
- Campaign to Protect Rural England's Statement of Financial Activities
- Campaign to Protect Rural England's Cheshire View Point
- Verve – Spring 2014

# Appendix A

## SAUGHALL AND SHOTWICK PARK PARISH COUNCIL

2014

2015

### MEETINGS SCHEDULE 2014/15

	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
Council (meets at the Vernon Institute)	12	3	7	4	1	6	3	2	5/ **12	2	2	13	*11
Parish Meeting (at the Vernon Institute)												27	

\* Annual Meeting.

\*\* Budget Meeting.

All Council meeting begin at 7pm.

The Parish Meeting begins at 7:30pm.

Most meetings are on Mondays but the exceptions are in June and December when they are on Tuesdays.