

SAUGHALL AND SHOTWICK PARK PARISH COUNCIL

COUNCIL SUMMONS

To All Members of the Parish Council

Dear Member,

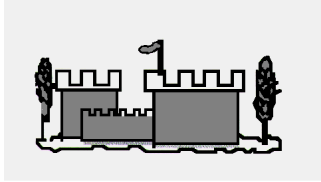
You are summoned to attend the meeting of the Saughall and Shotwick Park Parish Council to be held on **Monday, 1 September 2014** at **7:00pm** in the **Vernon Institute, Church Road, Saughall** to transact the business set out on the agenda overleaf.

Yours sincerely,

Clerk to the Council

10 Merton Close,
Little Neston
Cheshire

22 August 2014



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, 1 SEPTEMBER 2014
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.

Mr Peter Townsend has given notice that he wishes to speak to the Council about the planning application for Oakwood Farm. (Agenda Item No. 4(a) (ii) refers.)

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
 - (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 August 2014 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) 14/03112/FUL

Proposal: Demolition of existing single storey side extension and erection of a two bedroom dwelling.

Location: Land at 86 Church Road, Saughall, Chester.

(ii) 14/03187/FUL

Proposal: Touring caravan park with 15 pitches, camping area with 5 pitches, toilet and shower block, access alterations and installation of drainage system.

Location: Oakwood Farm, Parkgate Road, Saughall, Chester.

(iii) 14/03297/FUL

Proposal: Two storey rear extension, replacement garage building, revised access and landscaping works.

Location: The Vicarage, Church Road, Saughall, Chester.

(b) Planning Decisions

To note any planning decisions made by Cheshire West and Chester Council – the Planning Authority.

(c) To consider any urgent Planning matters

5. POLICE/HOMEWATCH

(a) PCSO Report

PCSO Wendy Leason to present her August 2014 report. Her July 2014 report is **attached**.

(b) Homewatch Report

To receive a report from Councillor H Jennings.

(c) Saughall Neighbourhood Management Team

To receive a report from Councillor Mrs JM Young on the Team's activities.

6. OPENNESS OF LOCAL GOVERNMENT BODIES REGULATIONS

Letter dated 8 August 2014 from The Rt Hon Eric Pickles MP and Press Release are **attached** for Members' information.

7. SUSTAINABLE COMMUNITIES ACT

(a) To note that the first proposal to be submitted by a Parish Council under the Sustainable Communities Act has been successful. It is asked that the Government empower Parish and Town Councils to circulate agendas electronically, if desired by the Council.

- (b) The Council has been asked to support a proposal under the Sustainable Communities Act to give all Parish and Town Councils the right to sell electricity that they generate from any local schemes.

The Clerk has responded drawing attention to a previous email that she sent on 1 May 2014 informing that the Council fully supports the proposal. (Minute No. 107 refers.)

Email dated 13 August 2014 from Steve Shaw, National Co-ordinator, Local Works is **attached**.

8. ANNUAL REVIEW OF THE COUNCIL'S BUSINESS PLAN

To receive a report and an updated draft Business Plan from the Business Plan Action Group (Councillors B Kerr, Mrs K Ford, Mrs D Whitton and PP Young)

9. BYELAW – NO BALL GAMES – GREEN AMENITY AREAS

To note the content of the **attached** email exchange between the Clerk and Cheshire West and Chester Council Officers following receipt of a letter of complaint from a local resident regarding youths causing a nuisance by playing football, from a local resident.

10. PARISH PLAN REFRESH REPORT AND ACTION PLAN – ANNUAL REVIEW

Members are requested to bring their Parish Plan Refresh Report and Action Plan with them to the meeting. (Copies are available on the Council's website.)

11. VILLAGE EVENTS

- (a) Remembrance Sunday and World War 1 Commemoration – 9 November 2014

To receive a report from Councillor Mrs JM Young.

- (b) Christmas Lights Switch On

To receive a report from Councillor Mrs JM Young.

12. GOLDEN JUBILEE PARK

- (a) Annual Inspection Report 2014

(b) Field Committee Monthly Report
(Councillors H Jennings, RA Storrar, A Warrington and Mrs JM Young and Mrs Sue Harris and Mr Brian Huxley are requested to report on the proceedings of their site visit).

- (c) The Proposal to build a Sports and Community Use Building
To receive a progress report.

- (d) Multi Use Games Unit (MUGA).
To receive a progress report and consider the content of the **attached** email exchange between the Clerk and WREN's Senior Grant Manager.
- (e) Future Development of the Park and the Proposal to fund the refurbishment of the Swing Park etc.
To receive a report from Councillor Mrs JM Young. Sutcliffe Play's The Home Show Seminar Program 2014 is **attached**.
- 13. OUTSTANDING ISSUES
To receive a report from Councillors DF Holman and Mrs JM Young
- 14. HOUSING PROJECT ON THE FORMER SAUGHALL THE RIDINGS INFANTS SCHOOL SITE
To continue to monitor the housing development on the site.
- 15. YOUTH ACTIVITIES
To receive a report from Councillor Mrs J Edwards.
- 16. VERNON INSTITUTE MANAGEMENT COMMITTEE (VIMC)
Councillor PP Young to report on any matters of interest to the Parish Council.
- 17. CHAIRMAN'S MONTHLY REPORT
To receive a report from Councillor Mrs JM Young.
- 18. PARISH COUNCIL SURGERIES
 - (a) To receive a report from Councillor A Warrington on the proceedings of his recent Parish Council Surgery.
 - (b) To confirm where and when the Surgery will be held during October 2014 and who will preside over it.
- 19. 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.
- 20. ACCOUNTS
 - (a) Payments to be made since the meeting of the Council held on 4 August 2014. **(Copy attached)**
 - (b) To note receipts **(Copy attached)**
 - (c) To receive the **attached** cash to bank reconciliation. **(HSBC Bank Statement from 25 June to 24 July 2014 is attached for information only.)**

21. ANNUAL REVIEW OF THE COUNCIL'S FINANCIAL REGULATIONS

Copy of the Regulations last revised in October 2012 is **attached** for Members' information.

22. ANNUAL AUDIT – RISK MANAGEMENT

To consider whether the Council's Risk Management Action Plan requires any revisions.

Councillor DF Holman to report.

23. MEMBERS' TRAINING REQUIREMENTS

The Cheshire Training Partnership's 2014 Training Programme is **attached** for Members' information. To consider any training requests.

24. ATTENDANCE AT MEETINGS OF OUTSIDE BODIES ETC.

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

- Cheshire West and Chester Council's Councils Together Event on Tuesday, 16 September 2014 (all day), Cheshire View, Christleton. CH3 7PT.

Councillors DF Holman, Mrs JE Storrar and Mrs JM Young have agreed to attend this event.

- The Cheshire Association of Local Council's (ChALC) Community Road Safety Event for all Parish & Town Councils held at 7pm on Thursday, 25 September 2014 at Police Headquarters, Winsford.

Please note that Councillors H Jennings, Mrs J Young and A Warrington have indicated they would like to attend this event. However, ChALC has informed that only **two** Members can attend per Parish Council.

(b) To receive a report from Members on proceedings of any outside event attended since the last meeting of the Council on Monday, 7 July 2014.

25. COMMUNICATIONS RECEIVED

To note the content of any communications that have been received:

26. CIRCULARS

To note any circulars that have been received which will be available at the meeting for Members' information.

PART 2 – MATTERS TO BE CONSIDERED IN THE ABSENCE PUBLIC

Nil