

SAUGHALL AND SHOTWICK PARK PARISH COUNCIL

COUNCIL SUMMONS

To All Members of the Parish Council

Dear Member,

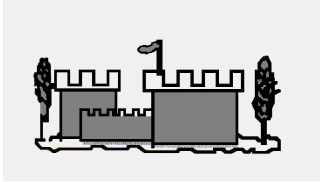
You are summoned to attend the meeting of the Saughall and Shotwick Park Parish Council to be held on **Tuesday, 2 December 2014** at **7:00pm** in the **Uniformed Groups' Headquarters, Fiddlers Lane, Saughall** to transact the business set out on the agenda overleaf.

Yours sincerely,

Clerk to the Council

10 Merton Close,
Little Neston
Cheshire

20 November 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
TUESDAY, 2 DECEMBER 2014
7:00 PM
UNIFORMED GROUPS' HEADQUARTERS, FIDDLERS LANE, 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
 - (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.
 - (c) Member's Commitment to Abide by the Members' Code of Conduct Etc.

A copy of the declaration which Members are requested to sign has been circulated. Those Members who have not yet done so are requested to sign it, dated it and returned it to the Clerk now.
3. MINUTES

To confirm the Minutes of the meeting of the Council held on 3 November 2014 as a correct record. **(Copy attached)**

4. PLANNING MATTERS

(a) Planning Applications

To consider any planning applications received with a view to passing observations to Cheshire West and Chester Council – the Planning Authority.

(b) Planning Decisions

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

(i) 14/03827/FUL

Proposal: Two storey side extension and single storey rear extension with a detached garage (demolition of existing garages).

Location: Saughall Nurseries, Parkgate Road, Saughall, Chester.

‘Approval.’

(ii) 14/02435/FUL

Proposal: Relocate play area.

Location: Greyhound Inn, Seahill Road, Saughall, Chester.

‘Approval.’

(c) To consider any urgent Planning matters

5. DECLARATION OF A CASUAL VACANCY

(a) To give initial consideration to any expressions of interest submitted by parishioners, in being co-opted onto the Council to fill the vacant seat. The closing date for receipt of expressions of interest is 8 December 2014.

(b) To agree a process for selection if more than one person expresses an interest in being co-opted onto the Council.

6. NATIONAL ASSOCIATION OF LOCAL COUNCIL'S (NALC) COUNCIL OF THE WEEK

To receive a report from Councillor Mrs K Ford on how the Council was featured on NALC's website etc.

7. POLICE/HOMEWATCH

(a) PCSO Report

PCSO Wendy Leason to report.

(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.

8. ANNUAL REVIEW OF THE COUNCIL'S BUSINESS PLAN
(Further to Minute No. 241(f) **attached**, to review the Council's proposed projects and agree an order of priority.

The Business Plan – Action Plan is **attached** for Members consideration and amendment.

*****Please bring your up to date copy of the Council's Business Plan with you to the meeting (Revised October 2014).*****

Members of the Business Plan Working Group are Councillors B Kerr, Mrs K Ford, Mrs D Whitton and PP Young.

9. VILLAGE EVENTS

(a) Remembrance Sunday and World War 1 Centenary Commemoration – Sunday, 9 November 2014
To receive a report on proceedings from Councillor Mrs JM Young.

(b) Christmas Lights Switch On – Monday, 1 December 2014
To receive a report on proceedings from Councillor Mrs JM Young.

10. GOLDEN JUBILEE PARK

(a) 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).

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

(c) Multi Use Games Unit (MUGA).

(i) To receive a progress report on the construction of the MUGA from Councillors Mrs K Ford, DF Holman and A Warrington.

(ii) The Official Opening of the MUGA
To receive a report from Councillor Mrs K Ford on proposed arrangements, invitees, etc.

(d) Future Development of the Park and the Proposal to Fund the Refurbishment of the Swing Park etc.

Following the meeting held at 6pm on Wednesday, 12 November 2014 about the playground to which all Members were invited, to receive proposals for refurbishment and external grant opportunities from the Working Group.

(e) Possible Expansion of the Golden Jubilee Park

Further to Minute No. 260 to consider the cost of agricultural land per acre and then decide whether to make an offer to purchase some land. (See Part 2 - Agenda Item No. 28.)

11. MORRIS HOMES DEVELOPMENT - PROPOSED PLAY AREA –
 - (a) To continue to monitor the Housing development on the former The Ridings School site.
 - (b) To receive a progress report regarding the proposed play area and consider any next steps.
12. HIGHWAY ISSUES
 - (a) Twenty's Plenty for Us Campaign
Further to Minute No. 242 **attached**, the Clerk has written to Cheshire West and Chester Council's Area Highways Manager to register the Parish Council's interest in Saughall being included in the local campaign. He has informed that there is no formal "Twenty's Plenty" initiative in the Borough (correspondence **attached**).
 - (b) Junction of Church Road and Saughall Hey
Has the proposed site visit with Cheshire West and Chester Council's Principal Engineer taken place?
13. OTHER OUTSTANDING ISSUES AND CHESHIRE WEST AND CHESTER COUNCIL'S WARD MEMBER'S REPORT
Further to Minute No. 242 (**attached**) has there been any progress with any of the outstanding issues?
Councillor Brian Crowe to report.
14. YOUTH ACTIVITIES
To receive a report from Councillor Mrs J Edwards.
15. VERNON INSTITUTE MANAGEMENT COMMITTEE (VIMC)
Councillor PP Young to report on any matters of interest to the Parish Council.
16. CHAIRMAN'S MONTHLY REPORT
To receive a report from Councillor Mrs JM Young.
17. PARISH COUNCIL SURGERIES
 - (a) To receive a report from Councillor Mrs JM Young on the proceedings of her Parish Council Surgery between 10 and 10:45am on Saturday, 29 November 2014 outside the Co-op Store.
 - (b) To confirm where and when the next Surgery will be held and who will preside over it.

18. ACCOUNTS
- (a) Payments to be made since the meeting of the Council held on 3 November 2014. **(Copy attached)**
- (b) To note receipts **(Copy attached)**
- (c) To receive the **attached** cash to bank reconciliation. **(HSBC Bank Statement from 25 September to 24 October 2014 is attached for information only.)**
19. MID YEAR REVIEW OF THE 2014/15 BUDGET
To carry out the mid-year review of the budget. Budgetary information is **attached**.
20. THE COUNCIL'S 2015/16 BUDGET
To give initial consideration to the Council's budgetary provision for 2015/16. The Council's 2014/15 Budget is **attached** as a starting point.
21. ANNUAL REVIEW OF THE COUNCIL'S FINANCIAL REGULATIONS
A 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. The Council's Risk Management Policy Statement is **attached**.
- Councillor PP Young to report.
23. MEMBERS' TRAINING REQUIREMENTS
To consider any training requests.
24. ATTENDANCE AT MEETINGS OF OUTSIDE BODIES ETC.
- (a) To note the following outside body meetings coming up and the agreed representation:
- Cheshire West and Chester Council's Partnerships Network Event, Tuesday, 16 December 2014 (am) at Chester Town Hall. This is a great opportunity for partners to come together, share ideas and hear about the latest partnership developments impacting on us.
- The Clerk has booked places for Councillors Mrs K Ford, Mrs JE Storrar, RA Storrar and Mrs JM Young.
- (b) To receive a report from Members on proceedings of the following outside events attended since the last meeting of the Council on Monday, 6 October 2014:

- Cheshire Association of Local Council's Annual Meeting at 6pm on Wednesday, 22 October 2014 at the Canal Side Conference Centre, Middlewich Community Church. CW10 0JG

Councillor Mrs K Ford to report.

- Cheshire Playing Fields Association's Annual General Meeting at 10:30am on Thursday, 23 October 2014 at The Pavilion, Queens Park, Victoria Avenue, Crewe.

Councillors DF Holman, A Warrington and Mrs JM Young to report

- Cheshire Association of Local Council's 'Understanding the Fracking Debate' at 7:30pm on Tuesday, 28 October 2014 at the University of Chester.

Councillors DF Holman and A Warrington to report.

- National Association of Local Councils AGM on Wednesday, 29 October 2014.

Councillors Mrs K Ford and B Kerr to report.

- Cheshire Community Action's AGM at 10:30am on Wednesday, 19 November 2014 at St John's Church, Hartford.

- The Lord Mayor of Chester's Charity Concert at Eaton Park at 7pm on Wednesday, 19 November 2014 at Eaton Park.

- Cheshire West and Chester Council's Community Governance Review – Implementation Workshops

6:30pm on Wednesday, 19 November 2014 at Wyvern House, Winsford or 6:30pm on Thursday, 27 November 2014 at HQ Building, Chester

Councillor Mrs JM Young to report.

- A Workshop 'Digital Mapping for Local Councils' at 7pm on Monday, 24 November 2014 at Brereton Primary School, School Lane, Brereton CW11 1RN

Councillors DF Holman and A Warrington to report.

25. COMMUNICATIONS RECEIVED

To note the contents of any communications received.

26. CIRCULARS

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

- Campaign to Protect Rural England's Country Voice – winter 2014.
- Campaign to Protect Rural England's Field Work – winter 2014.

27. URGENT BUSINESS APPROVED BY THE CHAIRMAN (PART 1)

To consider any business the Chairman accepts as being urgent.

28. EXEMPT INFORMATION – EXCLUSION OF THE PRESS AND PUBLIC

RECOMMENDATION:

That, under section 100 (A) (4) of the Local Government Act 1972, the public be excluded from the meeting during consideration of the following item of business on the grounds that it involves the likely disclosure of exempt information as defined by paragraph 3 of Part 1 of Schedule 12A (as amended) to that Act. The Public Interest Test has been applied and favours exclusion.

PART 2 – MATTERS TO BE CONSIDERED IN THE ABSENCE PUBLIC

29. POSSIBLE LAND ACQUISITION

To discuss the Council's proposal to purchase a parcel of land adjacent to the Golden Jubilee Park.

Members are requested to report on any advice received regarding value etc.

30. URGENT BUSINESS APPROVED BY THE CHAIRMAN (PART 2)

To consider any business the Chairman accepts as being urgent.