

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 at **7pm on Monday, 2 October 2017 at the Vernon Institute, Church Road, Saughall** to transact the business set out on the agenda overleaf.

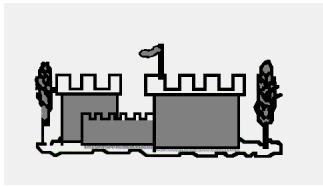
Yours sincerely

Shirley Hudspeth

Clerk to the Council

10 Merton Close,
Little Neston
Cheshire

23 September 2017



Mrs S Hudspeth ACIS
Clerk to the Council
Tel: 0151-336 3367
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COUNCIL MEETING
MONDAY, 2 OCTOBER 2017
7:00 PM
THE 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

No.	Item	Purpose	Time Allowed for Discussion
1.	Apologies for Absence	For noting.	(1 minute)
2.	Members' Code of Conduct – Declarations of Interest Members are asked to consider whether they have any disclosable pecuniary or non-pecuniary interests in connection with any item(s) on this agenda and, if so, to declare them and state the nature of the interest.	For noting.	(1 minute)
3.	Minutes To confirm the Minutes of the Meeting of the Council held on 4 September 2017 (copy attached) as a correct record.	For decision.	(3 minutes)

<p>4.</p>	<p>Planning Matters</p> <p>(a) Planning Applications</p> <p>To consider the following planning applications received with a view to passing observations to Cheshire West and Chester Council – the Planning Authority:</p> <p>(i) 17/03619/FUL Proposal: Single storey rear/side extension. Location: Ash Lea, 5 Aspen Grove, Saughall.</p> <p>(ii) 17/03741/FUL Proposal: Removal of existing boarding kennels and construction of two dwellings. Location: Levens Farm, Parkgate Road, Saughall.</p> <p>(b) Planning Decisions</p> <p>To note the following planning decision(s) made by Cheshire West and Chester Council – the Planning Authority since the Council meeting held on 3 April 2017:</p> <p>(i) 17/03020/FUL Proposal: First floor extension and alterations to the rear. Location: Rosedale Cottage, 1 Green Lane, Saughall. “Refusal.”</p> <p>(c) Cheshire Association of Local Council’s Parish Forum at 6:30pm on Tuesday, 3 October 2017 at HQ, Chester</p> <p>Councillors M Johnson, Mrs JE Storrar, Mrs JM Young and PP Young have agreed to attend and report back to the 6 November 2017 Council meeting on proceedings.</p> <p>(d) Other Planning Matters</p> <p>To consider any other planning matters.</p>	<p>To make any observations</p>	<p>(10 minutes)</p>
<p>5.</p>	<p>Police/Home Watch</p> <p>(a) Police Report</p> <p>To receive a report from PCSO Wendy Leason.</p> <p>(b) Operation Shield</p> <p>Councillor A Bailey to report any progress.</p> <p>(c) Home Watch</p> <p>Councillors A Bailey to report.</p>	<p>For noting and decision if necessary.</p>	<p>(5 minutes)</p> <p>(3 minutes)</p> <p>(3 minutes)</p>

	<p>(d) Saughall Neighbourhood Management Team Councillor Mrs JM Young to report on the Team's activities.</p>		(3 minutes)
6.	<p>Cheshire West and Chester Council (CWaC) – Ward Councillor's Report (including any Highway and Environmental Issues) Councillor Brian Crowe to report on issues that concern Saughall including:</p> <p>(a) Issues with the No. 15 Bus Service To monitor.</p> <p>(b) Trimming of the trees on the green area at Greenway.</p> <p>(c) Willow Hey Drainage Issues Christian Matheson MP has called a meeting for residents and Parish Council, Principal Authority, Morris Homes and Welsh Water representatives for <u>10am on Friday, 6 October 2017 at the Vernon Institute</u> to discuss and hopefully formulate a plan to bring this matter to a satisfactory conclusion for all concerned, as soon as possible. Emails dated 20 and 21 September 2017 are attached.</p> <p>(d) Saughall Highway Issues</p>	For discussion and action as necessary.	(10 minutes)
7.	<p>Resident's Proposals on how the Council can Spend its Money At the last meeting of the Council a petition was received that included the following suggestions put forward by residents of Saughall that the Council could decide to fund:</p> <ul style="list-style-type: none"> • A Youth Worker • More litter picking in the Golden Jubilee Park • More litter bins for the village and the Park • Speed cameras for Long Lane/Hermitage Road • CCTV in the Park and at other "trouble hotspots" • Upgrade the damaged bus shelter • Plant more bulbs and wild flowers in the village • Provide more benches around the village 	For discussion and decision	(5 minutes)

	<p>Other proposals that the Council could fund that were put forward at the last meeting included:</p> <ul style="list-style-type: none"> • Provision for skate boarders • Facilities for teenagers • A shelter • Dog mess • Assisting the Pre School <p>To discuss.</p>		
8.	<p>Neglected Little Saughall To discuss the representations received and attached.</p>	For discussion and decision	(5 minutes)
9.	<p>Accounts (a) Audit of Accounts 2016/17 (b) Payments to be made since the meeting of the Council held on 5 September 2017. (Copy attached.) (c) To note receipts. (Copy attached.) (d) To receive the cash to bank reconciliation. (Copy attached.) (e) Withdrawal of Safe Keeping Service To agree new arrangements for the safe keeping of the deeds. (f) Local Council Finance & Introduction to VAT To agree who will attend this training course. Four places have been booked. (Flyer attached.) (g) Community Apple Festival The Saughall Pre-School is requesting a £50 grant towards the set up costs of this event.</p>	<p>To note and for action. For approval.</p> <p>For noting. For noting.</p> <p>For decision.</p> <p>For decision</p> <p>For decision</p>	(5 minutes)
10.	<p>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 A Bailey, H Jennings, B Kerr and PP Young.) The Council's Business Plan and Action Plan are attached.</p>	For noting and decision as necessary.	(5 minutes)
11.	<p>Development Site – Thomas Wedge Close, Saughall Members attended a site visit with Rachel Rens on Wednesday, 16 August 2017. To note any progress made since then.</p>	For noting.	(2 minutes)

12.	<p>Communications Strategy To receive a progress report from the Communications Working Group on:</p> <p>(a) Newsletter Production To receive an oral report on possible costs.</p> <p>(b) Notice Boards To note that the Co-op has agreed to refurbish the notice board at its Store on Church Road at no cost to the Council.</p> <p>(c) Social Media Policy Councillor A Warrington to report.</p> <p>(d) The Council's Proposed Media Policy Councillors A Bailey, H Jennings, M Johnson, Ms A Manning and A Warrington to report on progress.</p>	For discussion and decision.	(5 minute)
13.	<p>Village Amenities and Aesthetics</p> <p>(a) Amenities</p> <ul style="list-style-type: none"> • Seats/Benches for the Village The Council has the offer of a memorial bench to be located in the Golden Jubilee Park. • Defibrillator Co-op Store on Church Road To receive a report from Councillor PP Young on fund raising to provide a defibrillator outside the Store. <p>(b) Aesthetics</p> <ul style="list-style-type: none"> • Footpath Map refurbishment Councillors A Bailey and A Warrington to report on progress. • Proposal for Tubs of Flowers To receive a progress report from Councillors Ms A Manning and A Bailey. • Christmas Lights To receive a progress report from Councillor PP Young. 	For decision	(10 minutes)
14.	<p>Golden Jubilee Park</p> <p>(a) Project to Re-develop the Park and Provide a New Children's Play Area An email dated 20 September 2017 from Mr Alan Dymond is attached for consideration.</p> <p>(b) Perimeter Path To consider the attached email dated 18 September 2017 from Ellie Glithero regarding a possible funding opportunities.</p>	For noting and decision if necessary.	(30 minutes)

	<p>(c) Other Funding Sources To identify and consider any funding sources e.g. Public Works Loan Board, WREN.</p> <p>(d) Management Plan for the Park Councillor Mrs JM Young to report.</p> <p>(e) Maintenance</p> <p>(i) Multi-Use Games Area – Weekly Inspections To monitor.</p> <p>(ii) Report of the Field Inspection Group Councillor Mrs JM Young to report.</p> <p>(iii) Dog Fouling Problem To monitor</p> <p>(iv) Quotations To receive a report from Councillor Mrs JM Young on any quotations received or required.</p> <p>(v) ‘Safe Places for Local Wildlife’ Project Councillor Mrs JM Young to report.</p> <p>(vi) Grass Cutting contract This requires a detailed specification. Councillor H Jennings to report.</p> <p>(vii) Any Other Maintenance Issues?</p>		
15.	<p>Public Footpaths and Rights of Way</p> <p>(a) Footpath Warden’s Report To receive a report from Councillors A Bailey and A Warrington.</p> <p>(b) Safety of Horses and Cyclists on the Old Railway Bridge over the Cycle Track Councillor H Jennings to report.</p>	For decision.	(5 minutes)
16.	<p>Village Events</p> <p>(a) Parish Council Surgery on 30 September 2017 at the Co-op Store Councillor DF Holman to report.</p> <p>(b) Next Parish Council Surgery To agree the date and time and who will preside over the next Parish Council Surgery.</p> <p>(c) Remembrance Sunday, 12 November 2017 Councillors Mrs JM Young and PP Young to report on arrangements being made.</p> <p>(d) Christmas Lights Switch-on Event on Wednesday, 6 December 2017 To note any arrangements made.</p> <p>(e) Scarecrow Competition – 2018 Councillor Mrs JM Young to report.</p>	<p>To take action as necessary.</p> <p>For decision.</p> <p>For decision.</p> <p>For noting.</p> <p>For noting.</p>	(5 minute)

17.	Cheshire Association of Local Council's Annual Meeting on Thursday, October 2017 at Middlewich Civic Hall from 7-9pm. (Refreshments from 6pm) Who wants to attend?	For decision	1 minute
18.	Communications Received To note communications that have been received: Cheshire Rural Touring Arts – Autumn 2017	For noting.	(3 minutes)
	Part 2 – Matters to be Considered in the Absence of the Press and Public. Nil		

Date of next meeting: Monday, 6 November 2017

Time: 7:00pm

Venue: Vernon Institute, Church Road, Saughall