

MINUTES OF THE MEETING OF SAUGHALL AND SHOTWICK PARK PARISH COUNCIL held on Monday, 21 January 2019 at the Vernon Institute, Church Road, Saughall

In attendance: Councillor A Bailey
Councillor P Halford
Councillor DF Holman
Councillor H Jennings
Councillor M Johnson
Councillor B Kerr
Councillor Ms A Manning
Councillor Mrs JE Storrar
Councillor A Warrington
Councillor Mrs JM Young
Councillor PP Young (in the Chair)

Cheshire West and Chester Councillor Brian Crowe (Part)
PC Rob Brown (Part)
PCSO Hannah Templeton (Part)

115. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Mrs J Knox.

116. MEMBERS' CODE OF CONDUCT – DECLARATIONS OF INTEREST

No declarations of interest were received.

117. MINUTES

RESOLVED:

That the Minutes of the meeting of the Council held on 17 December 2018 be confirmed as a correct record.

118. CLERK'S REPORT

The Clerk reported on the work she had carried out and the actions she had taken since the last meeting of the Council held on 17 December 2018.

RESOLVED:

That the contents of the Clerk's report be noted.

119. CHESHIRE WEST AND CHESTER COUNCIL (CWaC) – WARD COUNCILLOR'S REPORT

Councillor Brian Crowe and Parish Council Members reported on issues of concern to Saughall as follows:

- There was no progress to report on the drainage issues in Willows Hey.
- Contractors had identified the blockage in the drains on the Parkgate Road.
- There had been complaints about litter bins around the village being full and overflowing for a period of time. They were eventually emptied. Members were of the view that people were bringing rubbish e.g. cardboard boxes and part of a garden fence and putting it in the bins, particularly the ones at the Greyhound Inn, the Egerton Arms and at the junction of Church Road and Saughall Hey.
- Concerns had been raised in respect of planning enforcement at Brookside Cottage. People were stressed because of the excess lighting.
- A Public Enquiry into shale gas exploration in Ellesmere Port had commenced at Chester Town Hall on 15 January 2019 and a Fracking Awareness Meeting was taking place at 7:30pm on Wednesday, 30 January 2019 at the Vernon Institute. It would explore whether fracking could affect Saughall as it was only six miles away.
- The gutters on Hermitage Road had been sprayed with weed killer but Tony Summers had complained because the Principal Authority had failed to clear the dead weeds away.
- Cheshire West and Chester Borough Council had still not replaced the two Saughall signs on Hermitage Road and Seahill Road.
- The stop cock covers on the pavement on Church Road, both sides of Saughall Hey, were raised and were trip hazards.
- The Principal Authority had promised that the overgrown hedge on Hermitage Road would be cut back by 31 January 2019.

RESOLVED: That

- (1) Councillor Brian Crowe be thanked for his report;
- (2) the Clerk be requested to write to Kieran Collins, the Principal Authority's Highways Commissioner at Cheshire West and Chester Borough Council in order to arrange a meeting to discuss the flooding issues in Saughall and particularly Willow Hey. The meeting and site visit will be with 3 or 4 Parish Councillors, Councillor Brian Crowe and some residents of Willow Hey;
- (3) the Clerk be requested to ask Kay Parry, Principal Engineer - Place Operations for a progress report on the replacement of the two Saughall signs; and
- (4) the Clerk be requested to inform Kay Parry, Principal Engineer - Place Operations of the trip hazards on Church Road.

120. POLICE

(a) PCSO's Report

PC Rob Brown introduced PCSO Hannah Templeton who would be covering Saughall whilst PCSO Wendy Leason was on sick leave.

PC Brown provided Members with copies of the Cheshire Constabulary's Saughall Newsletter – January 2019 which listed incidents and crimes committed between 17 December 2018 and 21 January 2019. These included various thefts in the local area and a Public Order Offence. The Newsletter also included the detail of two Internet Service Provider Scams.

PC Brown reported that a Police Surgery was held in Fiddlers Lane almost every week and it was advertised on the Cheshire Police's website at least a week in advance. Details were also posted on Facebook and Twitter a couple of days before the Surgery took place.

The Council wanted to hold a joint Surgery with the Police but was informed that the Police had to hold their Surgeries on dates and times when Officers were on duty. However, Police Officers did try to drop in at the Saturday Farmer's Market at the Vernon Institute each week so it may be possible to hold a joint surgery at that time, in that location.

Members raised concerns over the number of drive offs there had been from the Red Ensign Garage but noted that regular advice was provided by the Police in relation to this and some drive offs were simply mistakes, as people sometimes, forgot to pay for their fuel.

RESOLVED:

- (1) PC Rob Brown be thanked for his report and attendance at the meeting; and
- (2) the contents of the Cheshire Constabulary's Saughall Newsletter – January 2019 be noted.

121. WORKING GROUPS' REPORTS

(a) Business

It was reported that the Working Group had not met since before the Council's Budget Meeting, held on 14 January 2019. However, arrangements were being made for the Working Group to meet within the next two to three weeks.

Members made representations that they wanted to return to a schedule of monthly Parish Council meetings. Representations were also made that consideration be given to holding these meeting on a day other than a Monday.

RESOLVED: That

(1) the report be received; and

(2) Council Meetings, during the 2019/20 Municipal Year, be held on a monthly basis on a day to be agreed, following a recommendation from the Business Working Group being received by the Council at its next meeting scheduled for 11 March 2019.

(b) Golden Jubilee Park

It was reported that there had not been a meeting of the Working Group since the Council meeting held on 17 December 2018. The work required to provide a BMX Track was now out to tender. The tender documents would be opened by the Clerk at 6pm on Tuesday, 5 February 2019 at the Uniformed Group's Headquarters in the presence of Councillors A Bailey, H Jennings, Mrs JM Young and PP Young. Delegated authority had been given to the Members named above to consider the tenders received and to award the contract for the BMX Track works in the Golden Jubilee Park as they considered appropriate. (Minute No. 112 refers.)

RESOLVED:

That the report be received.

(c) Communications and Marketing

There was no report to consider as the Working Group had not met since the last meeting of the Council held on 17 December 2018.

(d) Highways

There was no report to consider as the Working Group had not met since the last meeting of the Council held on 17 December 2018.

122. PLANNING MATTERS

(a) Planning Applications

The observations on the following planning applications were agreed and the Clerk was requested to notify Cheshire West and Chester Council - the Planning Authority, of them:

(i) 18/04786/FUL

Proposal: Single storey front side and rear extension.

Location: 10 Maplewood Grove, Saughall.

'The Parish Council considers this proposal to be over intensive and an over development of the plot.'

(ii) 18/04916/FUL

Proposal: Single storey rear extension.

Location: Rustic Cottage, Church Road, Saughall.

‘The Parish Council makes no comments on this planning application.’

(b) Planning Decisions

The Clerk reported that no planning decisions had been received from the planning authority since the meeting of the Council held on 17 December 2018.

RESOLVED:

That the report be received.

(c) Appeal Under Section 78 Against Refusal of Householder Application – Brechin, Church Road, Saughall (18/00088/REF)

Members noted that an appeal had been lodged with the Secretary of State against the decision of the Planning Authority to refuse to grant planning permission for a new vehicular access and driveway to provide car parking space at Brechin.

RESOLVED:

That the Appeal against the decision of the Planning Authority be noted.

(d) Cheshire West and Chester Local plan (Part Two) Land Allocations and Detailed Policies Main Modifications Consultation

Members noted the detail and that the consultation ran until Sunday, 3 February 2019.

RESOLVED:

That arrangements made regarding the consultation exercise being carried out in respect of the Local Plan be noted.

(e) Other Planning Matters 122 Hermitage Road

RESOLVED:

That the Clerk be requested to contact the Enforcement Officer and request a progress report in respect of the log cabin structure at the property.

123. FINANCE REPORTS

(a) Payments made since the meeting of the Council held on 17 December 2018

RESOLVED: That

(1) the following payments be approved:

<u>Financial Year 2018/2019</u>	<u>£</u>	<u>Cheque No</u>
Mr JE Davies (December Litter Picking)	94.54	200110
123 Connect (Renewal of hosting of Saughall.gov.uk)	118.80	200111
Chester Handbooks Ltd (Newsletter)	381.60	200112
Mrs S Hudspeth (February Salary)	510.69	200113
Mrs S Hudspeth (December/January Expenses)	71.92	200114
HMRC	1,209.75	200115
Mr JE Davies (January Litter Picking)	94.54	200116
Mrs S Hudspeth (February Salary)	510.69	200117
Devalec (Sorted problem with VI Clock and re-fix to wall)	70.00	200118
David Ogilvie Engineering Ltd (WW1 Seat, Plaque and Bolt Down Kit)	1,030.20	200119
Information Commissioner (Clerk's annual registration as Data Processor)	40.00	200120
The Vernon Institute (Hire of Small Hall 1 October to 17 December 2018)	44.40	200121

(b) Receipts

RESOLVED

That it be noted that no receipts had been received since the last meeting of the Council.

(c) Cash to Bank Reconciliation

RESOLVED:

That the contents of the cash to bank reconciliation sheet be noted.

(d) Clerk's Salary Settlement 2019/20

It was reported that the Clerk's National Pay Award for 2019/20 had been agreed and the details had been received. It was reported that the Business Working Group would note the details at its next meeting.

RESOLVED:

That the report be received.

(e) Chairman's Awards 2019

Councillor PP Young reported on how he envisaged the new Community Awards Scheme would operate and Members discussed the proposed criteria that should be adhered to when making financial allocations e.g. having a bank account etc. (Minute No. 114 refers.) Further work would be carried out before the criteria was finalised and to assist this, Councillor Mrs JM Young informed that she would obtain the criteria for a similar scheme in operation in Cornwall.

It was proposed that a Panel of Members be given delegated authority to make awards up to a total of £4,000 in each Municipal Year. The Panel would be made up of Members of the Council who were not involved in other village organisations to avoid any conflict of interests.

It was also proposed that Members disseminate information in respect of these awards around the village, the details be posted on Parish Council's Notice Boards and website once finalised and the closing date for receipt of applications this year be 29 March 2019.

RESOLVED: That

- (1) the report be received;
- (2) the Business Working Group be requested to finalise the criteria to be applied when making financial awards and it be presented to the next meeting of the Council scheduled for 11 March 2019 for approval;
- (3) the Chairman's Awards Scheme be publicised as detailed above; and
- (4) a Panel of Members (Councillors D Holman, B Kerr, M Johnson and PP Young) be established with delegated authority to agree any funding allocations after the closing date for applications on 29 March 2019.

(f) WW1 Commemorative Bench

Councillor PP Young reported that the Bench to commemorate the end of the Second World War had been delivered to his address. He informed that Paul Whitton would be willing to pick it up with his new wagon, deliver it to the Vernon Institute and secure it outside with bolts.

RESOLVED: That

- (1) the report be received;
- (2) Councillor PP Young be requested to seek permission from the Vernon Institute Management Committee to locate the WW1 Commemorative Bench outside of the Vernon Institute on Church Road; and

(3) up to £50 be put aside to pay Paul Whitton for the work he is prepared to carry out detailed above.

124. SAUGHALL NEIGHBOURHOOD MANAGEMENT COMMITTEE

Councillor Mrs J M Young reported that the Committee had the arrangements for the Essar Chester Half Marathon scheduled for Sunday, 19 May 2019 in hand.

Councillor Mrs JM Young also reported that the Committee had provided grants as follows during the 2018/19 Financial Year:

- | | |
|------------------------------------|------|
| • Seniors at the All Saints Church | £100 |
| • The Golden Link | £100 |
| • The Friday Club | £100 |

RESOLVED:

That the report be received.

125. ACCESS TO SAUGHALL MEDICAL CENTRE

(a) Public Consultation Exercise

Members had regard to letters circulated with the agenda for the meeting from Chris Matheson MP dated 11 December 2018, Gareth James, the Interim Chief Executive Officer at NHS West Cheshire Clinical Commissioning Group dated 15 December 2018 and the Clerk's subsequent reply following the last ordinary meeting of the Council on 17 December 2019 dated 20 December 2018. (Minute No. 104 refers.)

It was reported that there was widespread discontent in the village because it was difficult to obtain appointments at Saughall Medical Centre. Patients were more or less forced to go to the City Walls Medical Centre. Consequently, a consultation exercise was underway via social media etc.

RESOLVED:

That the report and the content of the letters attached to the agenda and detailed above be noted.

(b) The Patient Participation Group

Councillor M Johnson reported on a recent meeting of the Patient Participation Group to which he had been invited. In attendance had also been the Practice Manager, the Practice Nurse and two members of the public.

Saughall Medical Centre was a Branch Surgery which was not big enough to facilitate services in the same way as the main Surgery at City Walls in

Chester did. There were no concessions and everyone was entitled to the same treatment.

Councillor Johnson reported that it had cost £20,000 to improve the parking at the Saughall Medical Centre and the £1 barrier charge had facilitated this. Now this charge was funding an additional member of staff.

People from Blacon made appointments at Saughall Medical Centre.

The reception staff in Saughall Medical Centre were going to introduce booking on screen, a similar system to that in existence at City Walls. City Walls reception was covered by CCTV and consideration was being given to introducing this in Saughall as well as bringing in a supervisor.

The Practice Manager had been in contact with Cheshire West and Chester Council about re-routing the buses so they passed closer to the City Walls Medical Centre.

Members made representations about having to go into the Surgery in Saughall early in the morning and two days before to get an appointment because if they telephoned they could not get through. It was considered IT could provide the solution here. Saughall Medical Centre was giving consideration to providing a Triage facility but it was noted that, by law, certain procedures could not be carried out in the Branch Surgery.

Councillor M Johnson pointed out that people from Guilden Sutton and Christleton had no alternative but to go to the City Walls Medical Centre as they were not lucky enough to have a Branch Surgery in those villages.

Concerns were raised about access to patient transport and it was noted that the Practice Manager was willing to attend a Parish Council Surgery to discuss problems and any issues raised.

RESOLVED:

That the report be received.

126. PARISH SURGERIES

(a) Parish Council Surgery on Saturday, 19 January 2019 at the Co-op Store

Councillor PP Young reported that the Surgery had been held when it was cold and raining. He had spoken to three sets of people who were concerned about speeding traffic through the village. Also, a gentleman had been worried about bus movements around the village. Concerns were received about the developments at the Pharmacy and a resident of Darlington Crescent had made representations about a light that was missing in Anvil Close.

RESOLVED:

That the report be received.

(b) Next Parish Council Surgery

RESOLVED:

That Councillors H Jennings and Ms A Manning be requested to preside over the next Parish Council Surgery to be held from 10.30am to 11.30am on Saturday, 9 March 2019, at the Farmer's Market in the Vernon Institute and bring a report on its proceedings to the next meeting of the Council scheduled for Monday, 11 March 2019.

(c) Arrangement for Future Parish Council Surgeries

Councillor A Bailey informed that the Business Working Group would discuss how to shape future Parish Council Surgeries at its next meeting and report any recommendations to the next meeting of the Council scheduled for 11 March 2019. This could involve joint Surgeries with the Police, the Fire and Rescue Service and the Practice Manager (taking it in turns), in venues including the Vernon Institute when the Farmer's Market was on.

RESOLVED:

That the report be received.

127. PLANTERS – MEADOWS LANE/HERMITAGE ROAD

The Clerk reported that she had applied for a Licence for the Planters on 11 January 2019 but that it had not been issued as yet.

Kath Evans had emailed the Clerk on 15 January 2019 about the Planters in the village. She agreed that they looked very attractive but queried whether the financial outlay involved was justified, especially as the Council was in the process of providing an additional two Planters. Mrs Evans considered that money would be better spent on things that mattered more to Saughall residents such as overhanging hedges and badly parked cars, both of which considerably impeded pedestrians, especially those with buggies, on the footpaths.

Councillor Mrs JM Young informed that members of 'Knit and Natter' had concerns over the way the Council was spending public money as well.

Councillor A Bailey reported that he had looked at the 2018/19 Parish Council's Budget of £91,105 and the resulting precept on each Band D equivalent property of £56.20 per annum. Using these figures, he informed that the Council was able to bring down the Council expenditure to the cost per household, which he calculated as follows:

- To fulfil responsibility under the Local Government Act – Administration = £13,798 which equated to £8.39 per year, per household.
- To fund the activities on the Golden Jubilee Park = £11,946 = £7.17 per year, per household.
- To refurbish the Vernon Institute Clock and Tower (in the ownership of the Parish Council) = £11,939 = £7.19 per year, per household.
- Rental of Christmas Lights = £3,129 = £1.82 per year, per household.
- Purchase and maintenance of Planters = £1,728 = £1.04 per year, per household.
- Distribution of quarterly Parish Council Newsletter = £1.312 = 78 pence per year, per household.

When Members were speaking to residents, he requested them to provide these figures and stress that the Council was achieving value for money.

RESOLVED: That

- (1) the reports be received;
- (2) Councillor PP Young be requested to attend a meeting of 'Knit and Natter' to ascertain exactly what its members are aggrieved about in respect of the Council's spending on community aesthetics etc:
- (3) the figures provided above by Councillor A Bailey be included in the next Parish Council Newsletter so residents can see that the Council achieves value for money; and
- (4) the Clerk be requested to provide Kath Evans with a copy of the figures at (3) above.

128. ANVIL CLOSE – PROPOSED SEATING AREA

The Council had recently consulted, via its Newsletter, on a proposed seating area in Anvil Close. Councillor M Johnson reported that he had received two letters delivered by hand. One was in favour of the proposal whilst the other one was against it.

Councillor B Kerr reported that, unfortunately, seating areas became meeting places for youths causing a nuisance. This could create a problem for local residents and if this was to be the case, the Council would receive complaints.

Members weighed up the advantages and disadvantages in respect of the proposal to provide seating in Anvil Close and it was

RESOLVED:

That no further action be taken in respect of this initiative.

129. COMMUNICATIONS RECEIVED

RESOLVED:

That the following communications be noted:

- Email dated 20 December 2018 from Callum Shields, Event Manager at Active Leisure Limited regarding the Essar Chester Half Marathon scheduled for Sunday, 19 May 2019.
- A flyer from Northwich Town Council setting out a list of services it provides.

It was **agreed** that Northwich Town Council would be invited to quote when the Council required a service it could provide.