

**MINUTES OF THE MEETING OF SAUGHALL AND SHOTWICK PARK PARISH COUNCIL held on Monday, 3 February 2020 at the Vernon Institute, Church Road, Saughall**

In attendance: Councillor A Bailey (in the Chair)  
Councillor Mrs K Evans  
Councillor H Jennings  
Councillor M Johnson  
Councillor B Kerr  
Councillor Mrs R Lowe  
Councillor Mrs L Rutter  
Councillor Mrs JE Storrar  
Councillor A Warrington  
Councillor Mrs JM Young  
Councillor PP Young

Cheshire West and Chester Councillor Simon Eardley  
Dave Glavin, Internal Auditor  
PCSO Wendy Leason (Part)

144. APOLOGIES FOR ABSENCE

Apologies for absence were received from:

Councillor DF Holman

145. MEMBERS' CODE OF CONDUCT – DECLARATIONS OF INTEREST

No declarations of interest were received.

146. MINUTES

RESOLVED:

That the Minutes of the meetings of the Council held on 6 and 13 January 2020 be confirmed as a correct record.

147. CLERK'S REPORT

The Clerk reported on the work she had carried out and the actions she had taken since she had published the agenda for the meeting of the Council scheduled for 3 February 2020 on 24 January 2020.

RESOLVED:

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

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

Councillor Simon Eardley wished everyone a Happy New Year and presented his written report to the Council. The following matters were discussed and noted:

### **School Transport Issues**

School transport issues continued but there may be some significant developments this coming week.

Last week a Scrutiny Review into 'Home to School Transport Policy', which had considerable input from Councillor Eardley's colleagues, Councillors John Leather and Harry Tonge (Tarvin and Kelsall) had been approved and referred for consideration by the Cabinet at a meeting on Wednesday, 5 February 2020. The agenda and report was available via the following links. It was Agenda Item No. 17.

<http://cmttpublic.cheshirewestandchester.gov.uk/ieListDocuments.aspx?CId=983&MId=5902>

<http://cmttpublic.cheshirewestandchester.gov.uk/documents/g5902/Public%20reports%20pack%2005th-Feb-2020%2010.00%20Cabinet.pdf?T=10>

This was potentially a very interesting development and would go a long way to deal with many of the challenges the Parish Council had been discussing in recent months as the report recommended a reversion back to the former policy of Cheshire West and Chester Council for school transport provision to reflect 'traditional catchment areas' and, therefore, a better match between school admissions and transport.

Councillor Eardley was aware that the lead Member with responsibility for this area of policy had spoken against the report of the Overview and Scrutiny Committee when it had been considered, mainly on cost grounds, and it had only been passed with the casting vote of the independent chairman. It was highly probable that the Labour dominated Cabinet would similarly reject the report and proposals on 5 February 2020 but that did not mean that the issue would rest there as it might be picked up in other ways by other parties.

Councillor Eardley hoped to be able to address the Cabinet meeting on 5 February 2020 in person as a visiting Member and he was liaising with Councillor Mrs JM Young to see if they could encourage other residents and parents to do so as well. It was noted that Councillors Mrs JM Young and Mrs K Evans would continue to lead on this matter on behalf of the Parish Council and would attend the meeting.

In the meantime, following the meeting that Councillor Mrs Young had kindly facilitated with David Rich of Stagecoach on 3 January 2020, Mr Rich had sent the following update on 'actions' that had been agreed at that meeting to

try and alleviate some of the problems being experienced. Mr Rich's email on 14 January 2020 to Councillor Eardley was as follows:

*'To provide an overview of some changes we are making to our network, there is a timetable change taking place on 19th January. From this date we will be in a position to provide an additional bus on service '51' in the afternoon, operating at the same time as the present journey. I am hopeful that this will provide improved capacity on coming back from Upton in the afternoon.*

*As mentioned in our meeting I said that we would also look at moving the time of the current 0740 '15' to depart earlier and to more consistently allow time for passengers to change for services towards Upton. We are planning to move this journey 5 minutes earlier and implement this from the first Monday in February (3rd). This is subject to confirmation from the regulatory body and once we have this we will be able to publicise details of the change.*

*I am hopeful that this will provide some relatively short term benefit to these services and assure you that we are investigating any further changes that can be made at our next timetable change which is usually around Easter.'*

### **Willow Hey Drainage Issues**

Following the last meeting of the Parish Council, Councillor Eardley had been surprised to learn of works undertaken in the Willow Hey area which he had not been made aware of and had not been informed of by the relevant Cheshire West and Chester Council Officers. This was a minor point when considering the bigger picture that the problems need resolving. The update Councillor Eardley was subsequently given was as follows:

'We are expecting the Atkins report this month It's been slightly delayed due to some workload issues and staff holidays.

*With regards to some drainage works we (as in The Council) undertook some works at Willow Hey before Christmas to provide a temporary outlet from the ditch to a road side gully. I did notify all the residents of these works and stressed that this was to provide a temporary solution as due to flooding issues Borough wide we could not guarantee the availability of a pumping unit at all times it would be required, and especially over Christmas.*

*Below is the text from the email I sent to the residents prior to the works taking place in December. I also had ongoing dialogue with some of the residents during the works.*

*Hi Ann / Jon / Paul,*

*I wish to advise that next week (w/c 2 December 2019) we will be undertaking some pipe/drainage works to the ditch at the rear of your properties.*

*As you will be aware we've been undertaking pumping works recently and we are conscious that with the festive period approaching there is a need to implement a more substantive measure on a temporary basis in the event that a pump may not be available at all times.*

*The works next week will be the installation of a high level pipe from the ditch at the corner through the green area behind the metal fencing and into a road side gully (grid) on the road at the junction of Rake Way / Willow Hey. We will also be installing a small catch pit/manhole in the grassed area that will capture any sediment from the ditch water.*

*I must stress at this time that this is being provided as a temporary measure and is not the permanent solution and will be in place whilst we work towards a permanent scheme that is agreeable to all parties including Welsh Water.*

*In terms of a permanent solution we have commissioned a consultant (Atkins) to produce a report of the issues and possible remedial measures. This will include measuring the water run off rates as, as I am sure you are aware, the ditch is collecting the water from the whole field catchment and not just rain water.*

*Please be assured we are very much working towards a solution and we will be going back to the MP early in the new year with this report.*

*In the meantime, it is anticipated that this high level overflow pipe will remove the need for pumping over the upcoming months.*

*As far as I am aware the report alluded to has still to be received but once it is, I will liaise with Christian Matheson MP to ensure the follow-up meeting we agreed to hold takes place as quickly as possible.'*

### **Spring Daffodil Bulbs**

It had been arranged with Councillor Mrs Young that she would take charge of planting (with the assistance of the All Saints C of E Primary School) one of the bags of bulbs purchased from Councillor Eardley's Members' Budget before Christmas. It had been confirmed with him on 21 January 2020 by the StreetCare team that the remaining two bags had been planted (in the locations he had been provided with and passed on) by the 'Community Payback' Team.

## **Lodge Lane Street Sign**

Councillor Eardley had logged this sign for replacement in May 2019 and had chased progress again last month as no action had been forthcoming. It had been confirmed with him on 17 January 2020 that it was now in production and should be fitted within the next six weeks.

## **Tree Issues outside 101 Hermitage Road**

Councillor Eardley had been party to correspondence about a tree at this site which had been interfering with BT telephone lines and had had some engagement with Cheshire West and Chester Council Officers on the matters raised. Progress had now been made with the Principal Authority agreeing to undertake some pruning and height reduction works to alleviate the issues. This was a pragmatic response on the Council's part as strictly the works sat 'outside policy'.

## **Litter Picking**

A couple of weekends ago, in partnership with Chester and District Friends of the Earth, of which Councillor Eardley was a member, he had been able to bring a team to Backford for a Sunday afternoon litter picking session. In a short period of time the team had collected some 100kgs of litter which had then been removed by the Cheshire West and Chester Council's StreetCare Team from the site. Councillor Eardley would be pleased to organise a similar exercise in Saughall, ideally with community/Parish Council involvement. Practical resources were available from Cheshire West and Chester Council to assist with this work. The Council agreed that this was of interest to Members as it showed hands on action on an issue that people cared about and was so widespread a problem that regular Cheshire West and Chester Council resources struggled to keep up with the volumes around.

## **Shotwick Park Estate Project**

Councillor Eardley understood that proposals were likely to go to Cheshire West and Chester Council Officers in the very near future from Lex Greensill's team and reported as follows:

- In debate on 21 January 2020 on the Chief Executive's paper on the Climate Emergency declared by Cheshire West and Chester Council last year, Councillor Eardley had specifically referenced the project as an example of the sort of scheme the authority should be getting behind to assist it in its objective of achieving carbon neutrality in the Borough by 2045.
- Councillor Eardley had exchanged messages with the Cabinet Member for the Environment, before Christmas, about arranging a meeting for them for briefing purposes and to engage interest in the project. He had hoped that this might have taken place around the Christmas time but diaries had become congested. The Cabinet Member had since come back to

Councillor Eardley in the last couple of weeks to say that she had not forgotten and would firm up a date as soon as possible. She intended to involve the Cabinet Member for Finance in this meeting too which was a good step. Councillor Eardley promised to keep the Parish Council informed.

- Following the 'walk about' Councillor Eardley had organised with Councillor M Johnson just after Christmas with a friend of his, Dr Christian Dunn (wetland scientist at Bangor University), Andy Scargill of the Countess of Chester Country Park and Helen Tandy of the local Friends of the Earth group, Councillor Eardley strongly felt that expert opinion, like that which they could provide (certainly Dr Dun who had immense expertise on wetland projects, of which the proposed scheme had this in part) was so vitally important. Councillor Eardley was aware that there was a slight chicken and egg scenario here with the need to move the acquisition stage forward but he considered that as much input from those with a strong expertise in this whole field would be highly advantageous. This should not just be endorsements and letters of support for the project from them but actually tapping into their specific knowledge. Councillor Eardley knew that the team behind this were enthusiastic and professional but he had certainly come away from the Christmas walk about with the strong sense that detailed and specific input would be good.

Councillor A Bailey reported that he had invited Mr Greensill to the Annual Parish Meeting at 7.30pm on Monday, 20 April 2020 at the Vernon Institute to make a presentation on the Shotwick Park Estate Project. Mr Greensill had informed that he would attend if he could but if not his Estate Manager, Mike Challinor would be in attendance at the meeting.

### **Wider work at Cheshire West and Chester Council**

Councillor Eardley had been engaged with work around the Climate Emergency Taskforce on which he sat and also a motion he had moved at the Council meeting on 21 January 2020. The Climate Emergency work had a direct link to Saughall owing to the proposed 'Shotwick Park Estate Project'.

### **Climate Emergency**

Cheshire West and Chester Council had declared a climate emergency in May. Since then it had undertaken a series of pieces of work with professional companies to assess its position as a Borough and ultimately make recommendations.

Councillor Eardley sat on the Climate Emergency Taskforce and had spoken on the matter at a meeting of the Council during the previous week, specifically referencing the project of Lex Greensill. Cheshire West and Chester Council had committed to carbon neutrality for the Council by 2030 and for the whole Borough by 2045. This would have an impact in a variety of ways on residents and businesses and indeed the Council.

The next stage of the process was to take evidence around a number of themes. If Parish Councillors wished to contribute with expertise in any of these areas then there would be opportunities to do so:

- Energy and Waste
- Business
- Transport
- Housing and Land Use
- Offsetting and Climate Repair

Final recommendations would be presented around the autumn of this year.

### **Motion at Council, 21 January 2020 - Fireworks**

Councillor Eardley had moved a motion calling for action to be taken on fireworks in the Borough at the Council meeting which had been passed with multi-party support. He had been particularly mindful of their impact in rural areas (urban too). The motion had asked the Council to engage with those organising displays in terms of publicity and asked that pressure be applied to the Government to restrict the maximum noise permitted. The full wording was below:

*‘This Council notes:*

*Fireworks are used by people throughout the year to mark different events. While they can bring much enjoyment to some people, they can cause significant problems and fear for other people and animals. They can be a source of fear and distress for many animals (including pet animals, farm livestock and wildlife). Animals affected not only suffer psychological distress but can also cause themselves injuries – sometimes very serious ones – as they attempt to run away or hide from the noise.*

*Just some of the challenges include:*

- *The unpredictable, loud and high intensity noises that many fireworks make can cause fear.*
- *Debris produced by fireworks if found on the ground can also pose a hazard, such as to horses and farm livestock.*
- *The short-lived nature of firework noise can make it difficult for the police or local authority officers to pinpoint locations and take action.*

*This Council resolves:*

- *to encourage all public firework displays within the local authority boundaries to be advertised in advance of the event, allowing residents to take precautions for their animals and vulnerable people*
- *to actively promote a public awareness campaign about the impact of fireworks on animal welfare and vulnerable people – including the precautions that can be taken to mitigate risks*

- *to write to the UK Government urging them to introduce legislation to limit the maximum noise level of fireworks to 90dB for those sold to the public for private displays*
- *to encourage local suppliers of fireworks to stock 'quieter' fireworks for public display.'*

RESOLVED:

That Councillor Simon Eardley be thanked for his help, his very informative report and for his fantastic work on the Shotwick Park Estate Project.

#### 149. POLICE REPORT

##### (a) Police

PCSO Wendy Leason provided Members with copies of the Cheshire Constabulary's Saughall Newsletter – February 2020 which listed incidents and crimes committed between 8 January and 3 February 2020. These had included a burglary and two incidents of shoplifting in the village.

Members were also made aware of Courier Fraud which occurred when a fraudster contacted victims by telephone purporting to be a police officer or bank official. To substantiate this claim, the caller might be able to confirm some easily obtainable basic details about the victim such as their full name and address. The caller may also offer a telephone number for the victim to telephone or ask the victim to call the number on the back of their bank card to check that they were genuine. In these circumstances, either the number offered would not be genuine or, where a genuine number was suggested, the fraudster would stay on the line and pass the victim to a different individual.

The Council noted that after some trust had been established, the fraudster would then, for example suggest:

- Some money had been removed from a victim's bank account and staff at their local bank branch were responsible for it.
- Suspects had already been arrested but the "police" needed money for evidence.
- A business such as a jewellers or currency exchange was operating fraudulently and they required assistance to help secure evidence.

Victims were asked to co-operate in an investigation by attending their bank and withdrawing money, withdrawing foreign currency from an exchange or purchasing an expensive item to hand over to a courier for examination who would also be a fraudster.

At the time of the handover, unsuspecting victims were promised the money they had handed over or spent would be reimbursed but in reality there was no further contact and the money was never seen again.

It was also reported that PC Rob Brown would be retiring in the spring.

RESOLVED:

That the report be received.

(b) Police and Crime Commissioner's Meeting – Tuesday, 28 January 2020

Councillors A Bailey, M Johnson and A Warrington had represented the Council at this event. Councillor Johnson reported that:

- the Police and Crime Commissioner was up for re-election in May 2020;
- the Police and Crime Commissioner was not an advocate of speed cameras but he did want average speed cameras on minor roads;
- there had been discussions on the precept and on how much it would be increased;
- there would be 90 extra Bobbies on the Beat by March 2020 – Boris' Bobbies; and
- A lot of PCSOs had applied to be PCs and if successful would mean the recruitment of PCSOs to fill their vacant posts.

Councillor M Johnson reported that he had asked the Police and Crime Commissioner via email about the costs of cameras and about what he wanted PCs to do and was awaiting a response. Councillor Johnson thought the Police and Crime Commissioner would want a financial contribution towards the cost of any speed cameras.

RESOLVED:

That the report be noted.

150. CONSULTATIONS

(a) Liverpool John Lennon Airport on the proposed airspace change

Councillor A Bailey reported that this change did not impact on Saughall.

RESOLVED:

That the report be received.

(b) Cheshire West and Chester – Local Cycling and Walking Infrastructure Plan Consultation

Councillor Simon Eardley drew attention to the fact that this Plan was completely focused on the City and Towns in Cheshire West and Chester Council's administrative area and ignored the rural areas.

RESOLVED:

That Cheshire West and Chester Council's Strategic Transport Officers be informed that this Council's view on the Local Cycling and Walking Infrastructure Plan is that it should also address rural communities and be more inclusive of them in the Plan and that this Council is disappointed that Saughall and Shotwick Park is not included in it.

- (c) Cheshire West and Chester – Local Plan: Draft House Extensions and Domestic Outbuildings Supplementary Planning Document

RESOLVED:

That the Cheshire West and Chester – Local Plan: Draft House Extensions and Domestic Outbuildings Supplementary Planning Document be noted.

- (d) Cheshire Fire Authority Draft Integrated Risk Management Plan 2020-2024 Consultation

RESOLVED:

That the Cheshire Fire Authority Draft Integrated Risk Management Plan 2020-2024 be noted.

## 151. WORKING GROUP REPORTS

- (a) Business

Councillor A Bailey reported that the Working Group had not met since the last ordinary meeting of the Council held on 6 January 2020.

RESOLVED:

That the report be received.

- (b) Golden Jubilee Park

Councillor Mrs JM Young reported that the Working Group had met on Thursday, 23 January 2020 and had discussed the issues below.

- (i) BMX Cycle Track

There had been concerns regarding the current state of the track as cracks had appeared on the surface and that there was a 5% retention fee that had been held back from the contractor for a period of a year (the defects period).

Members considered the risk if the cracks were to get wider and the Council took no action. Some Members considered that it was not a serious enough risk for the track to be closed whilst others were of the view that the Council's insurance company should be made aware of the situation and any advice it provided should be acted upon.

Councillor M Johnson proposed that the track be closed from the following day pending necessary repairs. This was put to the vote and lost (4 for, 6 against with 1 abstention).

Further discussion followed and it was

RESOLVED:

(1) that the Clerk be requested to ask Alan Dymond for his professional opinion on whether or not the bike track should be closed because of its present condition; and

(2) the Clerk be requested to write to the contractors concerned to remind them of the structural defects, previously brought to their attention by Mr Dymond and to inform them that if they do not take immediate action to rectify the problem this Council will keep the retention fee and commission another contractor to urgently carry out the work that is required.

(ii) Flood Water Escaping onto Fiddlers Lane

There had been a considerable amount of water running off the field onto Fiddlers Lane. An inspection of the manhole and drainage piping outside the Uniform Group's Headquarters had shown that it was not blocked. It was noted that the two ponds in the Park were unusually full and the field itself was like a sponge. The water in Fiddlers lane had been 'run off' water from a very wet and poorly draining field. With ever increasingly wet winters the drainage of the field would need improving sometime in the future.

RESOLVED:

That the situation be noted and no further action be taken at the present time.

(iii) The Car Park Barrier

The car park barrier had been repaired and another set of keys issued. Some of the holes in the car park had been filled in with recently delivered aggregate.

RESOLVED:

That the report be received.

(iv) CCTV

Recent vandalism and antisocial behaviour in the Park had been reported. It was hoped that the Council would be able to fund a CCTV system in the near future, following the submission of two quotes.

Councillor A Warrington had offered to draw up a set of protocols to outline how such a system should be used. This policy had been drafted but a decision on the appointment of the Council's Data Protection Officer was required for inclusion within it.

RESOLVED: That

- (1) the report be noted;
- (2) the local contractor (Chester Security Services Ltd) who has quoted for the CCTV equipment be awarded the contract and the order be placed after the next meeting of the Council;
- (3) the Chairman of the Council be appointed the Council's Data Protection Officer and in his/her absence the Vice Chairman of the Council will fulfil this role; and
- (4) the draft CCTV Policy be circulated for approval with the agenda for the next Council meeting scheduled for Monday, 2 March 2020.

(v) Moles

There was mole activity in the Golden Jubilee Park and the Clerk had alerted the mole catcher.

RESOLVED:

That the report be noted.

(vi) Dog Fouling

Concerns were raised about the increase in dog fouling in the Park and also about the number of plastic bags used to pick it up that were being left behind since the six trial period of allowing dog walkers to use the Park had commenced. This would continue to be monitored.

RESOLVED:

That the report be noted and the findings of the dog walking trial period be brought forward for consideration at the meeting of the Council scheduled for Monday, 6 April 2020.

(c) Communications and Marketing

It was noted that the Working Group had not met since the last meeting of the Council.

(d) Highways

Councillor B Kerr reported that the Working Group had not met since the last meeting of the Council.

Further to Minute No. 134(d) Councillor Kerr also reported that Kay Parry, Cheshire West and Chester Council's Principal Engineer – Place had informed him that she was arranging traffic surveys to ascertain whether or not the two locations (one on Long Lane and the other on Hermitage Road near the Peg/The Ridings) satisfied the criteria laid down for speed indicator devices.

Councillor Kerr also informed that the Highways Authority had no statutory duty to replace roundels and would not do so without a 50% financial contribution from the Parish Council.

RESOLVED:

That Councillor Kerr be thanked for his report.

152. PLANNING MATTERS

(a) Planning Applications

The observation on the following planning application was agreed and the Clerk was requested to notify Cheshire West and Chester Council - the Planning Authority, of it:

- (i) 20/00059/FUL  
Proposal: Single storey rear extension.  
Location: Fruit Farm House, Long Lane, Saughall.

'No objections.'

(b) Planning Decisions

RESOLVED:

That the following planning decision(s), made by the planning authority, be noted:

- (i) 19/04324/FUL  
Proposal: Replacement windows (white upvc) and replace French doors with bi-fold doors.  
Location: Rustic Cottage, Church Road, Saughall.

"Approval."

(ii) 19/03403/FUL

Proposal: Rear and side extension.

Location: 3 Haymakers Way, Saughall.

“Approval.”

(c) Appeal Under Section 78 of the Town and Country Planning Act 1990  
19/01639/FUL

Proposal: Erection of brick walls (1300mm in height), timber gates and  
brick gate pillars (1400mm in height) – partly retrospective.

Location: Wilbur Cottage, Long Lane, Saughall.

Appellant’s Name: Mr Allan Moore

Planning Inspector Ref: APP/A0665/W/19/3240438D

Appeal Reference: 19/00095/REF

Appeal Start Date: 12 November 2019

RESOLVED:

That it be noted that the above appeal has been upheld and planning permission granted for a brick wall, brick pillars and a gate.

(d) Pear Tree Farm Re-Development

Councillor A Bailey reported that David Bell had contacted him to say that the demolition on site would commence at the end of January 2020. The first stage would take approximately two weeks and involve the removal of the roof panels. They contained asbestos and, therefore, strict health and safety restrictions would be in place on site. The main demolition would commence in mid-March.

It was also reported that there were a lot of rats in the vicinity of the site and local residents were having to use rat poison to get rid of them.

RESOLVED:

That the reports be received.

#### 153. CHAIRMAN’S AWARDS 2020

Councillor A Bailey proposed that the Chairman’s Awards Scheme should be run again this year following the criteria agreed last year and informed that £4,000 had been included in the Council’s Budget for this initiative. There would be a Panel of Members with delegated authority to make awards up to a total of £4,000. 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.

RESOLVED: That

- (1) agreement be given to the running of the Chairman's Awards Scheme again in the 2020/21 Financial Year, along the same lines as in the previous year; and
- (2) Councillors A Bailey, Mrs R Lowe and Mrs L Rutter be requested to sit on the Awards Panel.

#### 154. ACCOUNTS

- (a) Payments made since the meeting of the Council held on 6 January 2020

RESOLVED:

That the following payments be approved:

<u>Financial Year 2019/2020</u>	<u>£</u>	<u>Cheque No</u>
Cheshire Association of Local Councils	75.00	200230
Chester Handbooks Ltd	524.40	200231
Mrs S Hudspeth (Salary – February 2020)	708.66	200232
Mrs S Hudspeth (Expenses)	70.40	200233
Mr JE Davies (Litter Picking in January 2020)	131.20	200234
JC Baker (supplying and delivering plainings)	144.00	200235
Saughall Uniform Groups (Room Hire)	35.00	200236
Mrs JM Young (grant towards VE Day 75 <sup>th</sup> Anniversary Celebrations)	500.00	200237

- (b) Receipts

RESOLVED

That it be noted that no receipts have been received.

- (c) Cash to Bank Reconciliation

RESOLVED:

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

#### 155. SAUGHALL HOUSING SURVEY

Councillor A Bailey informed that the £163m Community Housing Fund that had been launched in 2016 to help ease England's housing crisis had closed in December 2019, leaving 16,600 planned houses at risk of not being completed. It had been expected to run for five years. Councillor Bailey, in the light of this information, did not think the Council would get the funding it had expected to receive.

The findings would be collated from the 157 survey responses that had been received and sent to Rachel Rens, the Housing Standards Manager at Cheshire West and Chester Council but unfortunately, her funding had been withdrawn. This was disappointing as she had agreed to pay half of the cost of the survey work undertaken by Cheshire Community Action.

RESOLVED:

That the report be received.

156. SAUGHALL MATTERS

(a) VE DAY 75<sup>th</sup> Anniversary – 8 to 10 May 2020

Councillor M Johnson proposed that the Council purchase five mature trees at a cost of £400 - £500 without planting to commemorate VE Day.

Councillor Mrs JM Young reported that the Tree Warden, Mrs Helen Cakebread had advised that autumn planting would be appropriate and that the trees should be eight to ten feet high. The size of the holes depended on a root ball digger and the cost would be approximately £20 per hole. The trees would need to be transported after delivery, they would need maintenance and be planted 10 feet away from hedge, railings etc. Also, metal tree guards would be required.

Councillor Mrs K Evans reported on arrangements being put in place to commemorate the 75<sup>th</sup> Anniversary of VE Day in Saughall. This included the details of a street party to be held in the Vernon Institute Courtyard on the Friday with a toast at 3pm and a sing-a-long in the Vernon Institute with war time food.

The Council noted that the Church was hosting an afternoon tea on the Sunday and various activities were planned and would take place in Chester city centre on the Saturday.

RESOLVED: That

- (1) the proposal to commemorate VE Day by procuring and planting five trees be agreed;
- (2) Councillor M Johnson be requested to cost up the project and report the detail at the next meeting of the Council scheduled for Monday, 2 March 2020;
- (3) the activities planned to commemorate the 75<sup>th</sup> Anniversary of VE Day be noted; and
- (4) the Council will provide a grant of £500 to assist the commemoration of the 75<sup>th</sup> Anniversary of VE Day in Saughall.

(b) Operation London Bridge

Councillor A Bailey reported that All Saints Church would be the centre for Operation London Bridge, in the village. He was putting the recommended National Association of Civic Officers Protocol together and there were some necessary purchases to be made. He expected that the cost would be no more than £500.

RESOLVED: That

(1) the report be noted; and

(2) the Clerk be requested to purchase the necessary items.

(c) Neighbourhood Management Committee

Councillor Mrs JM Young informed that the marshalling of the Chester Half Marathon would be the Group's next activity.

RESOLVED:

That the report be received and no further Neighbourhood Management Committee reports be presented to the Council, unless otherwise requested.

(d) Vernon Institute Clock Tower – LED Lighting Upgrade

Councillor PP Young informed that it would cost £502.80 to replace the current lighting with LED lighting and the work could be carried out at Easter.

RESOLVED:

That the LED lighting upgrade for the Vernon Institute Clock Tower be approved at a cost of £502.80.

(e) The Planting of Trees on the Grassed Amenity Areas (Saughall Hey and the Ridings Estate)

Councillor A Bailey reported that the Principal Authority had informed that trees could be planted on the grassed amenity areas in Saughall Hey and the Ridings Estate. Planting should be done manually using a spade to ensure that facilities were unaffected. Members agreed that they must be circumspective with the type of trees that were planted.

RESOLVED:

That the proposal to plant on the grassed amenity areas in Saughall Hey and the Ridings Estate be the subject of a public consultation that will be carried out via the next Parish Council Newsletter.

157. PARISH COUNCIL SURGERIES

Councillor A Bailey had presided over the Parish Surgery that had been held between 10.30am and 11.30am on Saturday, 1 February 2020 at the Farmer's Market in the Vernon Institute. He reported that Councillor PP Young had been the only person to attend.

RESOLVED: That

(1) the report be received; and

(2) Councillor Mrs JM Young be requested to preside over the next Parish Council Surgery to be held on Saturday, 4 April 2020 (World Thinking Day) in the Uniformed Group's Headquarters on Fiddlers Lane and bring a report on its proceedings to the next meeting of the Council scheduled for 7pm on Monday, 2 March 2020.

158. CHESHIRE ASSOCIATION OF LOCAL COUNCILS – TRAINING CALENDAR 2020

The Council's attention was drawn to the training courses being offered to Parish Council's by the Cheshire Association of Local Councils during 2020.

RESOLVED:

That the Clerk be requested to book Members onto training courses as follows:

<b>Member</b>	<b>Course</b>	<b>Venue</b>	<b>Date</b>
Mrs K Evans	Being a Good Councillor – The Next Steps	Cheshire View	23 September 2020
Mrs R Lowe	Being a Good Councillor Being a Good Councillor – The Next Steps	Cheshire View	10 September 2020 23 September 2020
Mrs L Rutter	Being a Good Councillor Being a Good Councillor – The Next Steps	Cheshire View	10 September 2020 23 September 2020
Mrs JE Storrar	Planning 1 Planning 2	Canalside Conference Centre	1 July 2020 22 July 2020
Mrs JM Young	Planning 1	Canalside Conference Centre	1 July 2020

## 159. COMMUNICATIONS RECEIVED

### RESOLVED:

That the following communications be noted and the Clerk be requested to respond as appropriate:

- An email dated 10 January 2020 from Andrew Lewis in response to the Clerk's letter regarding the Shotwick Park Estate Project.
- An email dated 11 January 2020 from Pat Brewin setting out her concerns in respect of the Shotwick Park Estate Project.
- An email dated 31 January 2020 from Jack Thomas setting out his concerns in respect of the Shotwick Park Estate Project.
- An email dated 16 January 2020 from Jan Robinson regarding dog fouling in the village.
- Cheshire West and Chester Council's Museums, Exhibitions & Events, February - May 2020.
- An email dated 31 January 2020 from James Town requesting permission for his small orientated non animal circus to visit the Golden Jubilee Park from 7 to 14 June 2020.
- An email dated 1 February 2020 from Glen Hamilton informing he would prefer the Council to fund permanent solutions e.g. highway repairs etc. rather than the Christmas lights.
- An email dated 2 February 2020 from Dawn Rogers informing that she would like to see the Christmas lights extended up Church Road to the Fiddlers Lane junction.