

Saughall and Shotwick Park Parish Council

Clerk's Report – For Consideration at the Council Meeting

Scheduled for 14 September 2020

Since my last report was published on 4 June 2020, I have completed various tasks and all the actions assigned to me at the Council meeting on 15 June 2020 including:

- Arranging a Zoom practice meeting and a remote Council Meeting.
- Sending comments made on the planning application considered at the last Council meeting to the Planning Authority.
- Drafting the Minutes of the meetings of the Council held on 15 June 2020 and publishing them on the website.
- Drafting a public notice for the next remote Council Meeting and posting it on the Council's website.
- Drawing up publishing the agenda for the Council meeting on 14 September 2020 with attachments.
- Circulating numerous emails containing information re the Coronavirus Pandemic to Members.
- Responding to emails received.
- Publishing a Notice of Public Rights and Publication of Unaudited Annual Governance & Accountability Return in respect of the 2019/20 Accounts on the Council's website.
- Liaising with Jack Thomas and Jenny Young to get litter removed from the Golden Jubilee Park.
- Liaised with Dennis Holman about the Council's Website Conformance and providing the password for the Nalc website.
- Liaising with Alan Bailey and Brian Huxley regarding grass cutting and weed spraying in the Golden Jubilee Park.
- Circulating the following planning applications via email for Members' comments and submitting the Council's observations to the Planning Authority:
 - 20/01950/FUL
 - 20/02350/FUL
 - 20/02345/FUL
 - 20/02500/FUL
- Writing out the cheques re the Chairman's Awards and dropping them off at Councillor Bailey's house.
- Chasing up the Saughall Housing Survey Results and Report 2019 again with Cheshire Community Action.
- Reporting to CWaC Council that the bins outside the Golden Jubilee Park had not been emptied.

- Obtaining a quote from Walkers to re-fill the six planters with summer flowers and arranging for them to carry out this work.
- Seeking a quote for a three-year period in respect of the Christmas Lights from Décor Inc Ltd based on the lights from 2019. Their old company was Fer-De-Lance trading as The Christmas Decorators with whom they have now parted company.
- Also seeking a quote on the same terms from Kathie at the Christmas Decorators and chasing her up as she did not respond.
- Asking CWaC Council to send a Pest Control Officer to the Golden Jubilee Park.
- Responding to Michael Challinor, on the Council's behalf, in respect of the Shotwick Park Project Stakeholder Consultation.
- Asking Chester for a revised quote to supply and install CCTV Equipment in the Golden Jubilee Park and chasing up their response 10 days later.
- Arranging for the installation of the CCTV Equipment in the Golden Jubilee Park on Monday, 3 August 2020.
- Informing Amy Dutton that the Council has no objection to her proposal to hold a Table-Top Sale in the Golden Jubilee Park on Saturday, 11 July 2020 from 10am until 12 noon.
- Consulting Members on a proposal for the MUGA to be used for futsal sessions. Then informing Mr Jones that if the MUGA is free his sports club can use it and the Council will monitor the situation. There are 8 youths in the club who live in Saughall. However, it does not hold any addresses. The club hopes to run U8s, U10s, U12s U16s Girls as well as men's and Women's sessions probably 2 Sunday mornings, and 3 midweek evenings.
- Passing contact details of Cheshire Phoenix Junior Basketball Club who also have requested to use the MUGA on to Mr Jones, at their request, in the hope that they can avoid any conflicts in schedules.
- Providing advice on holding remote Council meetings, Hybrid Council meetings and on resuming Council meetings in the Vernon Institute in the light of the covid-19 crisis.
- Consulting Members on the proposed street names for the Pear Tree Farm development. The Council's final preferences were:
 - Orchard View
 - Pear tree Way
- Ordering Poppy Wreaths, just in case.
- Seeking clarity regarding the Vernon Institute Clock upgrade – LED installation work from Members.
- Asking the Beat Manager, PC Hannah Forrest if the Police will patrol the woods during the summer months.
- Registering the Council for Free Cycle Training with BikeRight.
- Searching Minutes for the comments the Council made in respect of a previous planning application (19/016112/FUL) – Prices Barn, Parkgate Road (20/02345/FUL).
- Drafting a Remembrance Sunday Options Paper.
- Drafting an article to go on the Council's Website about the 2020 Chairman's Awards.
- Reviewing the Council's Risk Assessment and proposing amendments.

