

# DAVENHAM PARISH COUNCIL

Clerk Mrs M Rosney Fernleigh Townfield Lane Frodsham WA6 7RQ  
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Minutes Of the Parish Council Meeting held on  
 25/07/11 at  
 Davenham Methodist Church Hall  
 Public open forum 7.15pm  
 Council Meeting 7.30pm

22. Apologies CWAC Cllr Helen Weltman  
 CWAC Cllr Elton Watson  
 Parish Cllr Simon McDonald

23. Present Cllr Wood (Chairman)  
 Cllr Sellers (Vice Chair)  
 Cllr Robinson  
 Cllr Grzonkowski  
 Cllr Ravencroft

Clerk: M Rosney

Other attendees: CW&C Cllr Gaynor Sinar

24. Declarations of Interest  
 No declarations of interest were made.

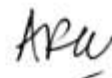
## 25. Approval of Minutes of 27/06/11

The minutes of the 27/06/11 were approved subject to the following amendments:-

- Cllr Robinson name noted twice in attendees.
- Vat of £20.35 not paid in error for invoice from JDH Business Services Ltd.
- The minutes and payment sheet for previous meeting had not been signed, these were signed during this meeting of 25/07/11

## 26. To note correspondence received and action taken

- (i) Chairman provided Contract of Employment, which was agreed and signed by Cllr A Wood Chairman Parish Council and Mrs M Rosney Parish Council Clerk.
- (ii) Email received from Michael Hitchens requesting information on who managed the fishing pits that adjoins the playing field off Mount Pleasant. Clerk informed to notify him that they were managed by Davenham Fishing Club and their contact details could be obtained through Scots Tackle Shop in Northwich. **AP CLERK**
- (iii) Letter received from Mr J Conboy The Royal British Legion, requesting that the stone work receives attention at the Village War Memorial. Cllr Wood agreed to look into this matter. Clerk instructed to write and thank Mr Conboy for his letter. **AP CLERK/AW**

(iv) Letter received from Andy Duff, expressing his interest in the Parish Council Vacancy. Clerk instructed to write and invite him to attend the next Parish Council Meeting on 26/09/11 at 7.00pm for interview. Clerk instructed to bring copy of Register of Members Interest and Acceptance to Office forms along to this meeting.

*AP CLERK*

(v) Letter received from Mr Worrall highlighting his concerns over the legal ownership of the field at the rear of his property and rubbish already highlighted in his previous letter see min number 14.(ii) Clerk instructed to inform him that this matter was being investigated.

*AP CLERK*

## **27. Finance and Administration**

(i) Payment to Davenham Methodist Church for room hire was approved by Parish Council Members £108.00

(ii) Payment to Blachere Illumination for Christmas tree lights was approved £219.45

(iii) Payment for VAT to JDH Business Services Ltd, see min number 25 approved £20.35

(iv) Payment to Mr J Price, Village Keeper for July 2011, approved

(v) Payment to Mrs B Robinson for refreshments for Toddler Play Area official opening approved £65.96

(vi) It was noted for the record that £8,507.06 has been credited to current account for VAT that had been reclaimed from HMRC.

(vii) Acceptance to Office and Register of Members Interest form had not been completed by Cllr Robinson and Cllr Grzonkowski. Clerk instructed to post new forms, for the councillors to complete and return to clerk ASAP. *AP BR/SG*

(viii) Cllr Wood agreed to take forward the updating of the Councils Standing Orders.

*AP AW*

(ix) Payment of £50.00 to Royal British Legion for memorial wreath was approved.

(x) Clerk instructed to arrange for new authorisation code for bank accounts to be forwarded to Cllr Sellers, to allow safer accounting system for BAC payments. Clerk to obtain forms to allow Cllr Sellers to become a signatory on the PC bank accounts.

(xi) Clerk asked to place Newsletter as an agenda item for the PC meeting on 26 September 2011.

*AP CLERK*

(xii) Clerk instructed to readvertise the Parish Council Vacancy.

(xiii) Quote received from Mr J Price Village for work required in the Village Garden for £1500 inclusive of vat. This matter was agreed, clerk to write and inform him to commence work. Council members agreed that if a reasonable quote is received from Mr Price for fence repair at Laburnum Road playfield, its acceptance could be approved by the Chairman and Vice Chairman under delegated powers.

*AP CLERK/AW*

## **28. Planning Matters**

To note response to planning applications and response sent.

11/02090/EXT Land to rear 10 Fairholme Rd for extension of time to implement planning permission 08/0378/FUL. No objections

*APW*

11/02688/LBC Whatcroft Hall Whatcroft Lane for glazed link to existing pool and alterations, conversion of garage into habitable space including mezzanine floor and

alterations to garden wall including internal alterations to main hall. Davenham PC had no objections but highlighted discrepancies in plans i.e., page 14 of main document refers to utility room which is now shown on page 16 and asked that this is clarified by CWAC Planning Department.

11/02098/COU The Landing 459A London Rd for change of use from office to 1 bed apartment. Davenham Parish Council have no objections but feel that parking provision is critical and should not be changed at a later date.

Notice of planning and other approvals granted by CW&C planning:  
4 Houghton Close, for a single storey extension to dwelling, permitted subject to conditions

Lawful Development Certificate received for 23 Headworth Close for conservatory to rear.

Proposed works to trees situated within conservation area at Brook House 32 Church Street, for the felling of 1 sycamore tree.

Appeal Decision received for Laburnum House 413 London Road for change of use from residential to office space. Appeal allowed.

### **29. Neighbourhood Plan**

(i) Email received from Mark Simmons CWAC in response to clerks request regarding a member of CWAC attending a briefing session with members of Davenham PC to update members on Neighbourhood Plans. This request was forwarded to Jeremy Owens, CWAC. Clerk instructed to email him to arrange this meeting for 05/09/11, 7pm, Davenham Methodist Church. *AP CLERK*

### **30. Playing Fields, Gardens and Paths etc.**

(i) Councillor Robinson provided an update on the opening of the Toddlers Play Area. There had been a good turnout for the event and the facility had been well received. Clerk instructed to write and thank the Bowling Club, the local residents who had provided equipment for the event and arranged to refreshments and especially the Family Music Group who supplied the entertainment. *AP CLERK*

It is hoped that work on the next phase [adventure play area] can go ahead in the autumn.

(ii) Signage and bins for this field have now been ordered.

(iii) Footpaths. The Chairman raised the possibility of group walk along the country footpaths. This had been discussed by Moulton PC and it was agreed that we work with Moulton on a joint event in the autumn, possibly in conjunction with the Ramblers and the Footpaths Society.



- (iv) Queens' Golden Jubilee 1012. The Chairman suggested that the Council may like to plant a commemorative tree {possibly on Laburnum Road Playfield}. It was agreed that this be done and a site identified for it.

**Highway Matters**

Email received from Elton Watson informing the Council that the hedge on London Road has been cut and he had been in touch with Highway Engineers with a view to getting double yellow lines opposite the garage/Spar in London Road. Residents and local businesses will be consulted on this proposal.

**31. To confirm dates and times of future meetings**

The next Parish Council meeting is due on 26/09/11

**Part B**

**32. Finance and Administration**

(i) Parish Council Approved payment of salary of clerk period 01/07/11 to 31/07/11 at £442.00

(ii) Parish Council Approved payment of expenses to Clerk period 01/07/11 to 31/07/11 for £183.45

**33. Closure of Meeting**

The meeting closed at 10.25pm

Signed/dated

  
26.9.11