

DAVENHAM PARISH COUNCIL

**Minutes of the Parish Council Meeting held on 28 May 2012
at Davenham Methodist Church Hall.**

Commenced at 8.27pm following completion of the Annual General Meeting

Present Cllr. Sellers (Chairman)
Cllr. Wood
Cllr. Robinson
Cllr. Wilson
Cllr. Duff
Cllr. Armstrong
Cllr. McDonald
Cllr. Ravenscroft

Parish Clerk Phil Sanders
CWAC Cllr. Gaynor Sinar
Gina Bebbington (Northwich Guardian)

Absent None

120528.1 Apologies and Declarations of Interest

- a. Apologies were received from PCSO Kat Stock.
- b. There were no Declarations of Interest made.

120430.2 Approval of Minutes

- a. The minutes of Parish Council Meeting 30 April 2012 were approved and signed as a true record.
- b. A Clerks Report updating Members on issues discussed at the 30 April 2012 Meeting was circulated prior to this Meeting and updated as appropriate. Points to note are as follows:-

Laburnum Road Hard Surface Area – Andrew Rowe, Chairman of Davenham Bowling Club, has produced an e-mail from October 2009 confirming the Parish Council's agreement to the Club using the hard surface area for car parking by visiting team members, for whist drives and for member only social events. It was agreed to check Meeting Minutes to confirm discussions at the meeting, but to also draft a letter to the Bowling Club stating the current Council's view of appropriate use of this Parish land. AP 1/2

Keys for Playing Field Gates – CWAC Streetscene have now provided universal padlocks for the gates to both Playing Fields. Parish Clerk is to obtain new chains and have duplicates cut to ensure that keys are lodged with the Parish Council Members, Davenham Bowling Club, Davenham Junior Football Club and Davenham Cricket Club. A Register of Keyholders is to be maintained and signed acknowledgement of receipt to be gained. AP 3/4

Verges suitable for Re-enforcement – parts of Firth Fields and Mount Pleasant Road have been identified as having areas of badly worn verging in need of re-enforcement. At this stage CWAC will be approached with a prioritised list of areas requiring

attention, in case all areas can be completed immediately. Additionally, they will be asked to tidy up other verges where ruts and general erosion has taken place, including Firth Fields. AP5

Transfer of Banking Facilities to the Co-operative Bank – Parish Clerk has not yet obtained the relevant Account Opening paperwork. Matter held in abeyance for a further month. AP6

Insurance Cover – now in place with Aviva for the year commencing 1 June 2012.

Payment to Playdale – paperwork confirming completion of work can now be returned to Playdale, along with the Cheque in settlement of the account. AP7

QE II Playing Field Status – information has been obtained from Fields In Trust and will be considered at a future Parish Council Meeting. AP8

Model Publication Policy – a draft copy has been distributed to Members for consideration. AP9

120528.3 Finance and Administration

a. Financial Report dated 28 May 2012 (copy attached) was approved. Payments confirmed – Clerks Salary for June 2012 £558.31; Clerks Expenses £137.76; Simply Signs - £291.60 (signs at Laburnum Road Play Area); Cllr. Wilson - £30.40 (Playing Field Opening Ceremony refreshments); Morral Play Services - £119.88 (full annual playground inspections); Moulton PC - £27.78 (shared stationery costs); Cllr. Ravenscroft - £43.98 (Village Plants). AP10

Jim Woodward, Internal Auditor, has provided his Report and a copy has been circulated to Members. It was agreed to review the Report in greater detail at the June Parish Council Meeting. AP11

b. Cllr. Duff confirmed that the Web Site continues to develop, Minutes of Parish Council Meetings held in the last year now having been added. The Newsletter is now prepared in draft form. It will include information on the Neighbourhood Plan Consultation and the Chairman's Annual Report for 2011/12. The finalised draft will be circulated amongst Members for feedback. The Parish Clerk will attend to printing at the appropriate time. AP12/13

c. Revised Standing Orders, as agreed at the April Parish Council Meeting, were agreed and signed by the Chairman. A copy is to be placed on the Web Site. AP14

d. At the recommendation of ChALC it was agreed to accept the following Resolution regarding the new Code of Conduct. "With effect from the date of the coming into force of Section 27 of the Localism Act, the Council resolves that the code of conduct adopted by Cheshire West and Chester Borough Council be adopted as this Council's code of conduct, on the basis that references in the code to Cheshire West and Chester Borough Council register are to this Council's register".

120528.4 Planning and Highways Matters

a. Applications received for Consultation – 12/01734/FUL – 13 Grovemount, Davenham – 2 x Spruce Firs in rear garden – remove due to excessive shadowing and large size. 3 x Oak Trees in front garden – crown lift removing three lower branches. Objections raised, including query over TPO status of the Spruce Firs, which are not noted as causing property damage or being diseased; replacements to be planted if approval granted. A desire to ensure that basic shape of Oak Trees remains.

12/01734/FUL – 1 Jack Lane, Davenham – Two storey extension to rear, first floor extension to side and single storey extension to front. No objections raised.

12/01506/FUL (resubmission) – 61 Mere Bank, Davenham – Construction of two storey side extension, single storey rear extension and 1.8m boundary treatment.

Comment made that main bedroom has no windows below eye level, thereby not providing an escape route in line with building regulations. Also, development is large given plot size and in relation to other nearby dwellings. Permission subsequently granted.

12/02208/TPO – The Old Barn, London Road, Davenham – Fell two silver birch trees. Comments to be forwarded to CWAC Planning Department in the next few days and covered at the next Parish Council Meeting.

12/02116/FUL – 35 Jack Lane, Davenham – single storey rear and side extension. Comments to be forwarded to CWAC Planning Department in the next few days and covered at the next Parish Council Meeting.

b. Decisions by CWAC - 12/01236/CAT – Squirrels Leap, 511A London Road, Davenham – Pruning of 1 Holly Tree, removal of 1 Conifer – Consent for Proposed Works to Trees situated within a Conservation Area.

c. Notice of Applications in pipeline – 12/02248/FUL – 17 Hartford Road, Davenham – single storey rear extension (partial demolition of existing).

12/02166/LDC- 39 Grovemount, Davenham – Porch to front elevation.

d. The Neighbourhood Plan Working Group (NPWG) held Meetings on 23 April and 21 May 2012. Cllr. Armstrong gave an update on progress to date. Main development is the creation of an article in the forthcoming Newsletter inviting input from parishioners on how they wish to see the village develop. Parish Clerk to return to CWAC advising progress and enquiring how Members stand as regards registering interests throughout the whole process. Next NPWG Meeting is scheduled for 2 July 2012. AP15/16

It was noted that a direction sign at the end of Eaton Lane, just beyond Eaton Mill Farm, has been vandalised. The Parish Clerk will report the matter to CWAC. AP17

120528.5 Playing Fields and Gardens

a. Maintenance Issues at Laburnum Road Playing Fields – Cllr. Wood has spoken with J Price and arranged tree trimming and further weed treatment of pathway edges at a combined cost of £30. The Jubilee Tree planted earlier this year has been slow to take and will be monitored over the summer months. J Price has confirmed that he will replace it free of charge in the autumn if necessary. Mr Fairbrother of 51a Church Street has taken action to secure the tree that was leaning over into the Playing Fields. Playground Inspections – the Parish Clerk has asked J Price and G Steele to address the minor issues raised in the recent Inspection Reports. AP18

Formal Opening of Additional Play Area at Laburnum Road Playing Fields – this was undertaken on Wednesday 23 May 2012. It was attended by CWAC and Parish Councillors, together with a number of local children from Davenham Primary School. Press coverage was arranged via Northwich Guardian. Initial public feedback on the new apparatus has been highly positive.

Seating – the Working Group will now address the question of seating provision within the Playing Field area. AP19

Retrospective Planning Application – this is being taken forward by Cllr. Wood ahead of the deadline submission date of 16 June 2012.

120528.6 Correspondence

a. The following items were brought to the attention of Members:-

- I. E-mails from ChALC relating to a Northwich and Rural North Joint Town and Parish Councils Meeting at Cuddington and Sandiway Village Hall on Tuesday 13 June 2012, commencing at 7.30pm.

- II. Letter dated 10 May 2012 from Audit Commission relating to Consultation on the appointment of external auditors (BDO llp) for 2012/13 and beyond.
- III. Letter dated 15 May 2012 from Davenham Educational Foundation Trust seeking a Nominated Trustee for the Parish Council. Research into the Trusts activities to be undertaken prior to a response being sent. AP19a
- IV. Various Updates, Newsletters and Members Briefings issued by Cheshire West and Chester Council (circulated amongst Members). AP20

120430.7 To consider any other urgent matters to be brought to the attention of the Council.

Cllr. Robinson raised the question of the Parish Council's response to the recent Traffic Order Notice (PB/TRO/460) confirming that Double Yellow Lines are set to be put in place on London Road in the vicinity of the Petrol Station and Spar outlet. The Parish Council had previously sent its comments to CWAC Highways on the subject at the time of the first round of consultations. It was agreed to again forward comments on to CWAC Highways, prior to the 22 June 2012 deadline, outlining the Parish Council's views on the initiative. Cllr. Sellers and the Parish Clerk will formulate an appropriate letter. AP21

120430.9 Confirmation of Date of Next Meeting – Monday 25 June 2012.

120430.10 The Part A meeting closed at 9.50pm

Signed/ Dated

Chairman