

DAVENHAM PARISH COUNCIL

Minutes of the Parish Council Meeting held on 24th June 2013

Held at Davenham Methodist Church Hall.

Public Open Forum 7.15pm

Council Meeting 7.30pm

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

CWAC Cllr Elton Watson
Parish Clerk Janet Donnellan

Apologies Cllr. Armstrong (Chairman)

Public Session

No members of the public were present.

130624.1 Apologies and Declarations of Interest

- a. Apologies were received from Cllr Helen Armstrong
- b. Cllr Ravenscroft declared an interest in item 3a Accounts for payment.

130624.2 Approval of Minutes and Matters Arising

a. The minutes of the Parish Council Meeting held on 28th May 2013, were approved and signed as a true record, subject to the amendment of point 130528.5 b, on page 4. The car parking agreement is with the Bowling Club and not Davenham JFC. The motion was proposed by Cllr Wood, and seconded by Cllr Sellers. All Cllrs voted in favour. The minutes were signed by Vice Chairman Cllr Duff.

The Confidential section of the minutes of the Parish Council Meeting held on 28th May 2013, were approved and signed as a true record by Cllr Duff. This was proposed by Cllr Sellers, and seconded by Cllr Wood. All Cllrs voted in favour.

The minutes of the Annual Parish Meeting held on 28th May 2013, were read and no amendments were noted.

The minutes of the Annual General Meeting held on 28th May 2013, were read and no amendments were noted.

b. Matters Arising from the Minutes of the Meeting held on 28th May 2013 are covered elsewhere on the agenda.

c. Cllr Duff recently attended a meeting with Davenham Scouts, who are trying to find either land to build a facility or a local venue for their future meetings. The Scouts are going to talk to local football and cricket clubs regarding the possible use of Butchers Stile Playing Field. They will then feed back to DPC. Cllrs generally thought that another location in the village would better fit their purposes and Cllr Wood suggested the possibility of sharing facilities with another local Group.

d. Cllr Duff thanked Cllrs Wood and Sellers for information for the Newsletter. Responses have been received from The Friends of Davenham School, the Carnival Committee, the Bowling Club and Football Club, who will all submit articles. The Newsletter will be written by the end of June and will then be circulated to Cllrs for comments by the middle of July. Distribution is planned for the first week of August. Cllr Duff has asked the village Post Office for a quote to

distribute the Newsletter to all households. The cost will be considered at the next meeting, along with other distribution alternatives. **AP1**

e. Cllr Wilson had considered membership of Cheshire Community Action and advised that membership would not be advantageous.

f. Cllrs Armstrong, Duff, and Sellers met recently with Members the Bowling Club, and residents of Laburnum Rd, to discuss parking issues at Laburnum Rd Playing Fields (LRPF). There were three main concerns:

1. The gate was constantly left open. This has been because of building work which is now nearing the end, so the problem should soon be resolved.
2. Some Members of the Bowling Club had reacted aggressively to parking requests by members of the community, of which some examples were given.
3. That the Football Club and other groups should have access to gate keys so they can drop off equipment for games.

The Bowling Club took everything on board and some time was spent on reviewing the parking agreement expectations. DPC is now more confident that fewer problems will arise in the future.

g. Report on Laburnum Road resurfacing. Residents of Laburnum Rd are keen to proceed with the resurfacing. Information about the specification was given by resident Thelma Ellis. It is proposed that each party has an even split of the cost. The parties being 6 residents, the Bowling Club and DPC. Bargain Booze will not contribute.

Specific questions were raised about the memorial gate which LR residents thought belonged to DPC, however it is funded by the Welcome Home Fund. Andrew Rowe of the Bowling Club will contact Cllr Wood regarding this.

Cllr Sellers observed that as LR residents are paying the vast majority of the cost, then the specification choice is their responsibility, and DPC cannot demand a higher specification.

Cllrs then discussed the proposal and concerns were raised that LR residents would ask for a share of future maintenance costs. Drainage is included in the specification.

Cllr Sellers proposed that we agree to fund our share based on the current specification, which is approximately, and no more than £2500, and any future maintenance costs will be considered separately and on an individual basis. Evidence of work completed and a copy of the invoice is required for DPC. This was seconded by Cllr Duff. All Cllrs voted in favour with the exception of Cllr Wood who abstained.

Cllr Duff will inform Laburnum Road residents of the decision. **AP2**

h. Neighbourhood Planning Networking Event on 25/6/13. Cllr Wood was unable to attend as the event was taking place the next day and notice was too short.

130624.3 Finance and Administration

a. Financial Report dated 24th June 2013 was approved. Payments approved were as follows:-

<u>DATE</u>	<u>PAYEE</u>	<u>DETAILS</u>	<u>CHQ No</u>	<u>NET £</u>	<u>VAT £</u>	<u>GROSS £</u>
28/06/13	Janet Donnellan	Clerks salary June 2013)			592.83
28/06/13	Janet Donnellan	Clerk's Travel, Allowances, Stationery May 2013) 211			<u>122.43</u> <u>715.26</u>
24/06/13	Cheshire Association of Local Councils	Training Course Cllr Armstrong	212			30.00
24/06/13	Play Insp & Maint Services	Playground inspections on 24 th May 2013	213	60.00	12.00	72.00
24/06/13	David Ravenscroft	Garden Plants for village tub	214			37.14
24/06/13	Cheshire Playing Fields Association	Annual Subscription 2013/14	215			20.00
24/06/13	Mid Cheshire Footpath Society	Annual Subscription 2013/14	216			8.00

It was noted that there were no actions to be taken regarding the Playground Maintenance report for May.

The Clerk is to ask the Village Gardener John Price for an up to date statement of account. **AP3**
The June payments were proposed by Cllr Sellers and seconded by Cllr Wilson. Cllr Ravenscroft made a declaration of interest. All other Cllrs voted in favour.

b. Standing Orders. Cllr Wood has made several suggested amendments to clarify the Meetings section of the Standing Orders, including a redraft of the wording relating to the date of the AGM. A draft has been sent to the Chairman. The recommended amendments are:

1(a) insert "commencing"

1(b) a new sentence inserted

2. insert "Parish" and "Annual General Meeting"

2(a) delete "shall" and insert "they must"

2(b) delete ** and "shall". Insert "they must" and "or such other date in May as shall be agreed".

3. delete "Three other". Insert "A minimum of three". Recommend that this clause should remain.

The amendments were agreed and proposed by Cllr Wood, seconded by Cllr Wilson. All Cllrs voted in favour. The Clerk will type the amendments to the Standing Orders. **AP4**

130624.4 Planning and Highways Matters

a. Applications received for consultation:

1. **Application number:** 13/02106/FUL **DATE:** 29 May 2013
PROPOSAL: Conservatory to rear
LOCATION: 625 London Road Davenham, Northwich, Cheshire.
2. **APPLICATION NUMBER:** 13/02443/CAT **DATE:** 5 June 2013
PROPOSAL: Remove 4 beech
 1. Beech very close to the wall of the Oddfellows Arms.
 2. Beech with a double stem with large occlusion on both sides of the union.
 3. Beech in corner to create space for other trees.
 4. Beech on end growing into phone lines and create space for other trees.**LOCATION:** Land Adjacent 1 Hartford Road, Davenham, Northwich
3. **APPLICATION NUMBER:** 13/02150/FUL **DATE:** 6 June 2013
PROPOSAL: Proposed two storey side and rear extension
LOCATION: 571 London Road Davenham, Northwich, Cheshire
4. **APPLICATION NUMBER:** 13/02341/FUL **DATE:** 12 June 2013
PROPOSAL: Two storey extension to the rear and single storey to the side
LOCATION: 633 London Road Davenham, Northwich, Cheshire

b. CWAC Planning decisions:

1. **APPLICATION NUMBER:** 13/01106/FUL
Location: Land Adjacent, 51A Church Street, Davenham, Northwich,
Proposal: Erection of two dwellings.

The above planning application was withdrawn on 29 April 2013

c. Planning Applications advised but not yet received:

NONE

Correspondence has been received from a representative regarding concerns over contamination of land at Higgins Lane Farm. Even though the farm is just outside the Parish, it was felt that the issue should be drawn to the attention of CWAC. Cllr Duff will draft a letter to

d. Report from the Neighbourhood Plan Working Group.

There was a meeting held on Monday 3rd June, attended by Cllrs Armstrong, Sellers, and Wood. A copy of the minutes has been received by the Clerk.

Cllr Wood will contact Moulton PC to ask for a copy of their Neighbourhood Plan questionnaire, with a view to asking permission to distribute a similar questionnaire to Davenham Parishioners. A draft of the questionnaire will be approved at the next NPWG meeting on 3rd July. This should be distributed with the forthcoming Newsletter.

AP6**130624.5 Playing Fields, Pathways and Gardens****a. Laburnum Road Playing Field Special Projects Group.**

The grass between the new trees at LRPF needs cutting. The Clerk has asked the Village Gardener to cut this grass.

AP7**b. Pathways, Playing Fields and Gardens Working Group.**

- Approval of beech tree cutting at the Village garden has not yet been received from CWAC.
- Weeds and overgrown shrubs have now been pruned, but not completely removed at the War Memorial garden. It was agreed to keep some shrubs. The laurels need to be trimmed level with the stone. Cllr Wood will ask the Village gardener to do this. **AP8**
The fence and gate also need attention. Paint is flaking off the fence and the gate pins seem to be jammed. After Remembrance Sunday, the British Legion leave open the gate so that Parishioners can view the tributes. DPC must make note to close the gate by the end of November.

Cllr Wood raised concerns about the raised footpath around the back of the War Memorial at the end of Hartford Rd where it meets London Rd, and , and some of the paving is damaged outside the Oddfellows Arms. The clerk will write to CWAC about this. Regarding the cleaning of the War Memorial, Cllr Wood will get in touch with Quadrega for advice.

AP9 AP10

- The Clerk will reply to CWAC by the 15th July to request an Engineer visit regarding Festive lights in the Village centre for Christmas 2013.

AP11**c. Hedging/fencing between Mount Pleasant Road and Butchers Stile Playing Field**

We have now received £1000 CWAC Members Grant from Cllr Sinar to be used for fencing between the above. Approval has been given by WVHT to erect the fencing. DPC have received a quote from Allan James fencing for £497 to supply and fit the fencing.

The fencing quote and instruction to proceed was Proposed by Cllr Sellers, seconded by Cllr Duff. All voted in favour with the exception of Cllr Wood who abstained. The Clerk will liaise between Allan James and Mrs Bolton.

AP12**130624.6 Correspondence**

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

1. 26/05/13 letter received from Mr J. Conboy, Secretary of Davenham Royal British Legion, regarding cleaning of the village War Memorial. This was dealt with in

130624.5 b.

2. 30/05/13 Email received from the Chairman of the Bulls Head Football Club. Asking if Butchers Stile Playing Field is available for BHFC to play home games for the 2013/14 season, on a Sunday, with a kick off time of 11am? BHFC also enquired about applying for a grant from DPC. The Clerk will contact Davenham Junior FC to check if the time slot is available, and direct the enquirer to DPC website where a grant form can be found. **AP13**

3. 4. 5. Several emails have been received on behalf of a local Farmer. This has in part been dealt with under 130624.4 Planning and Highways Matters, above. The issue of motorcyclists riding in fields next to cattle has been referred to PCSO Stock.

6. 08/06/13 EMAIL from Davenham JFC regarding Parking on Mount Pleasant Rd asking for examples of specific days and times when complaints were received about football parking. Cllr Ravenscroft will have chat with DJFC manager about the parking issues.

AP14

7. 07/06/13 EMAIL from Davenham JFC regarding Keys to Laburnum Rd PF. This decision has now been reviewed and Cllr Sellers proposed that a key should be given to DJFC for use only when vehicles have equipment to drop off. The wording of an agreement will be drafted at the next meeting. Cllr Duff will let DJFC know of the decision. The issue of the key was proposed by Cllr Sellers, seconded by Cllr Wood. All Cllrs voted in favour. **AP15**

8. 07/06/13 EMAIL received from a Parishioner enquiring about the DP Councillor vacancy. Interest has since been withdrawn.

9. 17/06/13 EMAIL from a Parishioner regarding the erection of posters for Davenham Carnival. This has now been responded to.

10. 17/06/13 EMAIL from a resident enquiring about the resignation of Councillor Simon McDonald. This has now been responded to.

130624.7 Urgent Matters

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

1. There are currently two people interested in becoming Davenham Parish Councillors. An interview evening will be held in the near future with three Councillors conducting 15 minute interviews with candidates. This will be arranged by the Clerk once sufficient applications are received.

2. There are overgrown weeds on The Grove path, which is between London Rd and Church St. The Clerk will ask CWAC to attend to the weeds.

AP16

130624.8 Confirmation of Date of Next Meeting – Monday 29th July 2013.

130624.9 The Part A meeting closed at 9.34pm

Signed/ Dated

Chairman

