

DAVENHAM PARISH COUNCIL

Minutes of the Parish Council Meeting held on 2nd SEPTEMBER 2013

Held at Davenham Methodist Church Hall.

Public Open Forum 7.15pm

Council Meeting 7.30pm

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

Parish Clerk Janet Donnellan

Apologies Cllr Ravenscroft
PCSO Stock

Public Session

No members of the public attended.

130902.1 Apologies and Declarations of Interest

a. Apologies were received from Cllr Ravenscroft and PCSO Stock.
There were no declarations of interest.

130902.2 Approval of Minutes and Matters Arising

- a. There were no amendments to Part A or Part B of the minutes of the Parish Council Meeting held on 29th July 2013. These were approved and signed as a true record. Proposed by Cllr Robinson, seconded by Cllr Armstrong. All Cllrs approved with the exception of Cllr Wood who abstained.
- b. There were no amendments to Part A or Part B of the minutes of the extra Parish Council Meeting held on 13th August 2013. These were approved and signed as a true record. Proposed by Cllr Robinson, seconded by Cllr Armstrong. All Cllrs approved with the exception of Cllr Wood who abstained. With effect from the end of this meeting, Cllrs accepted with regret the resignation of Cllr Sellers, due to work and family commitments.
- c. Clerks report on matters arising from the Minutes of the Meeting held on 29th July 2013 not covered elsewhere on the agenda.
- 1) Action numbers 6, 7, 8, 14 and 22 on the Action List dated 29/07/13 are to be carried forward to the Action List from this meeting. **AP 1 - 5**
 - 2) 130729 4e the Clerk will liaise with Moulton Parish Clerk to arrange a date for a joint Parish Council meeting in October or November. **AP6**
 - 3) PCSO Kat Stock has sent a report for July 2013. Cllr Duff noted that PCSO Stock had ongoing engagement with the Davenham Travellers site. Cllr Duff noticed two brick buildings on the Travellers site. The Clerk will check with CWAC that this is in accordance with planning permission for the site. **AP7**
The Clerk will pass on thanks for the report and ask if future reports can be sent before the end of the month.

- 4) The Clerk should make sure that Part B of the Minutes for signing should be printed on a separate sheet of paper to preserve confidentiality.
- 5) Re: 130729.6a letters 2, 3, 4. The Clerk will send a letter to Environmental Health with regard to potential contamination at Higgins Lane Farm. **AP8**

- d. The DPC Newsletter, along with a Housing Survey Questionnaire, was distributed to all households in the village in mid-August. The Clerk has received some positive feedback about the improved style of the newsletter. Six emails were received from Parishioners all suggesting a community hall/scout hut be built at Butchers Stile Playing Field. Cllrs agreed that this should be highlighted in the Neighbourhood Plan. The Clerk has received about 20 Questionnaire replies by post, and those dropped off at the returns box at the Post office, will be collected this week. Cllr Armstrong thanked all Cllrs who, along with the help of their families, delivered all of the newsletters. This saved up to £400 which was the delivery charge quoted.
- e. Candidates interviewed for the Parish Councillor vacancies will be discussed in Part B.
- f. Cllr Ravenscroft has drafted an Annual Licence Agreement for the Bulls Head Football Club, who have started playing Sunday matches at Butcher's Stile playing field. Cllr Ravenscroft proposed an annual rent of £300. Cllr Sellers proposed a sub group of Cllrs Wood and Armstrong to review the revised agreement. The Clerk will type the agreement and sent it to the sub group for approval before returning to Cllr Ravenscroft.

AP9

130902.3 Finance and Administration

- a. The Financial Report dated 2nd September 2013 was approved. Payments were proposed by Cllr Sellers, seconded by Cllr Armstrong. All Cllrs approved of the payments. 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>
02/09/13	Janet Donnellan	Clerk's Travel, Allowances, Stationery July 2013	22003	132.50	7.86	140.36
02/09/13	Helen Armstrong	1&1 Internet Inv 03/08/13	22004	44.58	8.92	53.50
02/09/13	BDO	Audit of the Annual Return 31/03/13	22005	200.00	40.00	240.00
02/09/13	Moulton Parish Council	PCSO contribution April - Sept 2013	22006	2950.00		2950.00
02/09/13	Jim Woodward	Internal Audit Fee	22007	85.00		85.00
02/09/13	Play Inspection & Maintenance Servs	August inspection Inv DAV010	22008	60.00	12.00	72.00
28/09/13	Janet Donnellan	Clerks Salary Sept 2013	22009			592.83

It should be noted that the 1&1 Internet charge for £53.50 was paid by former Clerk Phil Sanders, who was reimbursed by Cllr Armstrong. Cllr Duff will remove P Sanders credit card information from the 1&1 website to avoid this in future. **AP10**

- b. The Annual return for the year ended 31/03/13 has been audited by the BDO and there were no matters requiring attention. The Annual return for the year ending 31/03/13 was approved and accepted by all Councillors. This was proposed by Cllr Sellers and seconded by Cllr Wilson.

- c. **Standing Orders.** It should be stated that members of the public are limited to a maximum of 3 minutes speaking time per individual. Cllr Wood will draft the addition.

AP11

130902.4 Planning and Highways Matters

a. Applications received for consultation:

1. **APPLICATION NUMBER:** 13/02809/FUL **DATE:** 30 July 2013
PLANNING OFFICER: Mr Phil Davies
PROPOSAL: Construction of detached garage (demolition of existing).
LOCATION: 47 Green Avenue Davenham, Northwich, Cheshire.
2. **APPLICATION NUMBER:** 13/03218/FUL **DATE:** 7 August 2013
PLANNING OFFICER: Mr Phil Davies
PROPOSAL: Single storey rear extension and pitched roof over existing garage.
LOCATION: 14 Church Street Davenham, Northwich, Cheshire
3. **APPLICATION NUMBER:** 13/03332/TPO **DATE:** 16 August 2013
PLANNING OFFICER: Mr Peter Murray
PROPOSAL: 1 Sycamore tree – reduction by one third or felling due to tree leaning toward the road and danger of falling.
LOCATION: 17 Grovemount, Davenham, Northwich, Cheshire.
4. **APPLICATION NUMBER:** 13/03359/FUL **DATE:** 16 August 2013
PLANNING OFFICER: Mr Steven Holmes
PROPOSAL: Two and single storey side and rear extension (demolition of existing outbuilding, orangery and kitchen extension)
LOCATION: 11A Fountain Lane, Davenham, Northwich, Cheshire.

b. CWAC Planning decisions: NONE

A decision is still awaited regarding the Crematorium planning application. Thanks were given to Cllrs Wood and Robinson who attended a CWAC Committee meeting regarding the Crematorium application on 13th August. Cllrs were very disappointed at the lack of CWAC Cllr and local support opposing the application, but felt they had done as much as possible to highlight the issue.

c. Planning Applications advised but not yet received: NONE

d. Report from the Neighbourhood Plan Working Group.

The next meeting will be held on Monday 16th September. HA, AW & TS can attend. Cllr Sellers circulated a leaflet issued by Northwich Town Council, which asked its residents to be part of the Steering Groups for the Neighbourhood Plan. Cllr Wood will look at comments gathered from the public meeting and the newsletter. Initial impressions show that most themes are those that usually occur such as traffic, parking and a Community Hall. However one comment was for a pedestrian bridge over the by-pass. The Clerk will start collating information from the Housing Survey questionnaire replies. Cllr Wilson also offered to help with this.

AP12 AP13

e. 20 MPH speed limit proposal.

CWAC Councillors' Watson, Sinar, and Weltman have generously agreed to each contribute £250 towards the estimated cost of £1272. Cllrs agreed that DPC will contribute the remaining £522. This was proposed by Cllr Sellers, seconded by Cllr Wilson. All Cllrs were in favour. The Clerk will write to Highways to confirm the changes should go ahead. **AP14**

g. Meeting request from Barton Willmore.

Barton Willmore have requested a meeting with DPC to present information about a proposed development in Davenham. The Clerk will liaise with Barton Willmore to suggest a meeting w/c 23/09/13, and will book the meeting room. Cllr Wood proposed we prepare a list of questions and ask for a proper public consultation. Cllrs to send questions for the Clerk to collate a list

130902.5 Playing Fields, Pathways and Gardens

a. Laburnum Road Playing Field Special Projects Group.

No update this month.

b. Pathways, Playing Fields and Gardens Working Group.

- A strip of turf is needed, between the grass and the wooden frame enclosing the artificial grass, under the picnic benches at LRPF.
- Litter, bottles and cans have not been picked up for several weeks at both LRPF and Butchers Stile.
- An up to date invoice of charges is required from Village Keeper, John Price. The Clerk will contact John Price regarding the above items. **AP17 AP18 AP19**
- Cllr Duff commented that he was at LRPF on Sunday and was pleased to see many families enjoying the facilities.
- The beech trees in the village garden have now been pruned. Cllr Wood asked if the tree stumps have been treated. The Clerk will request an invoice from The Old Vicarage Tree Surgery. **AP20**
- Cllr Wood commented that the Village Noticeboard could do with replacing as one leg is rotting. The replacement should be a wider board with three sections. The Clerk will seek some quotes. **AP21a**
- We have one quote for War memorial cleaning from Quadrega, however we need 3 quotes as the cost will exceed £2500. There may be grants available from the Government. The Clerk will investigate grants from English Heritage, The War Memorial Trust, the British legion and CWAC Cllrs. **AP21**
- Cllrs discussed the likelihood of £36,000 being available to spend on public amenities, which is the sum of money to be given by the Developers of the Green Lane site if it goes ahead. Plans need to be in place otherwise the opportunity to use the money for Davenham may be missed. The Special Projects Working Group (Cllrs Duff, Robinson and Wilson), will put together some suggestions in the next six weeks. **AP22**

c. Playground Inspection Reports.

Cllr Sellers fixed the hinge on the gate Butchers Stile. No other action is required.

d. Christmas Lights 2013.

- Cllr Duff will check if we have sufficient working Christmas lights for this year. **AP23**
- Cllr Duff will liaise with the Clerk to order the Christmas tree. **AP24**
- Cllr Wilson will liaise with Davenham School to agree a date for the Christmas lights switch on. **AP25**
- The Clerk will ask Hartford PC about the supplier of their Christmas lights. **AP26**

130902.6 Correspondence

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

1. An email has been received from a resident asking the date that MADSAG was disbanded. The Clerk will ask Moulton Parish Clerk.

AP27

2. Email from a resident questioning the cost and location of the yellow lines in the Village centre. Cllr Sellers had previously replied to the same questions. The Clerk will send another reply.

AP28

3. An email has been received from a resident asking if DPC are against the High Speed 2 rail link. DPC cannot say that they are for or against until plans have been received for review. The clerk will respond.

AP29

4. There were six emails received from residents who all suggested that DPC should look into building a village Community Hall.

130902.7 Urgent Matters

a. There were no urgent matters.

130902.8 Confirmation of Date of Next Meeting – Monday 30th September 2013.

130902.9 The Part A meeting closed at 9.30pm

Signed/ Dated

Chairman