

# DAVENHAM PARISH COUNCIL

Minutes of the Parish Council Meeting held on 25<sup>th</sup> NOVEMBER 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. Carter Cllr. Mattinson  
Cllr. Peel Cllr. Wilson  
Cllr. Robinson Cllr. Wood

Parish Clerk Janet Donnellan  
CWAC Cllr Elton Watson

**Apologies** Cllr Ravenscroft

## Public Session

Three Davenham residents attended. All were concerned about the Strategic Housing Land Availability Assessment report (SHLAA), which has been published by CWAC. The report identifies plots of land in and around Davenham and Moulton for the potential development of over 3000 houses in the next 20 years. Over 900 of these are within Davenham. The residents wanted to know what DPC knew of the proposal and what they intended to do about it.

The Chairman explained that DPC had not been consulted about the SHLAA. This is not part of the Local Plan. It is an exercise by CWAC to find out where land is available and it doesn't mean that the building will take place. However, the Chairman acknowledged the urgency for DPC to complete its Neighbourhood Plan and alert the local community to the SHLAA

## 131125.1 Apologies and Declarations of Interest

- a. Apologies were received from Cllr Ravenscroft, and PCSO Stock.

## 131125.2 Approval of Minutes and Matters Arising

- a. There was one amendment to the minutes of the Parish Council Meeting held on 29<sup>th</sup> October 2013. Item 5a was amended to read "The Clerk received three quotes...". The Minutes were approved and signed as a true record. Proposed by Cllr Duff, seconded by Cllr Wood. All Cllrs agreed.
- b. Review the Action List and receive the Clerks report on matters arising from the Minutes of the Meeting held on 29<sup>th</sup> October 2013 not covered elsewhere on the agenda.
  - Cllr Carter conducted a Neighbourhood Stroll with Trish Johnson on 21/11/13. Many issues were raised some of which could not be resolved by CWAC. The key actions were:-
    - The overgrown hedge along London Rd is the responsibility of Davenham Nursing home. Cllr Carter will ask them to cut it back. **AP1**
    - There's no CWAC budget this year to improve the grass verges in Mount Pleasant. Trish suggested asking CWAC Councillors for a contribution.
    - CWAC are to supply a defibrillator to be located somewhere in the village. Cllrs to email suggestions for the location to Cllr Carter. **AP2**
    - The proposed new Noticeboard was discussed and a dark green colour was selected. All Cllrs were in favour of the new noticeboard however it was agreed to defer a final decision until after the Finance Committee meeting on 2/12/13. The Clerk will request information about separate door keys for noticeboard from Churchnoticeboards. **AP3**

- The Christmas tree is being delivered on 2/12/13. The Clerk will remind Village Keeper of this. **AP4**. Cllr Duff has informed local shops and the Oddfellow Arms who will provide mulled wine. The Bulls Head will switch on their own lights at a similar time. The Rotary club Santa Sleigh will arrive at 6.30pm.
- The number of playground inspections is being currently reviewed. As part of this, the Clerk will investigate the legal requirement and cost of an annual Playgrounds safety inspection. **AP5**
- Cllr Peel attended the HS2 consultation event. He is concerned about part of the proposed route and will respond on behalf of DPC regarding the proposed HS2 route through the gasworks. **AP6**
- At the recent Joint PC meeting between Davenham and Moulton on 19/11/13, DPC were advised to investigate the possibility of registering DPC playgrounds under the QEII scheme in order to protect it from future development. **AP7**
- One of the key issues discussed at the Joint meeting was the SHLAA, as mentioned in the Public session of this meeting. It was agreed that Cllr Armstrong will draft a letter to MP Stephen O'Brien and CWAC Chief Executive Steve Robinson about the SHLAA future planning proposals for Davenham. **AP8**
- Cllr Wilson will ask Baldwin's to replant 18 saplings at Laburnum Road Playing field, and agree a meeting date with them. **AP9**
- The venue for future DPC meetings was discussed. Cllr Carter will look in to the use of the Parish Church meeting room for future DPC meetings. **AP10**
- Cllr Ravenscroft has arranged for limestone chippings to be put down on the path around Laburnum Rd Playing field, to reduce future overgrowth.

### 131125.3 Finance and Administration

- a. The Financial Report dated 25<sup>th</sup> November 2013 was approved. Payments were proposed by Cllr Wilson, seconded by Cllr Mattinson. 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>
25/11/13	Janet Donnellan	Clerk's Travel, Allowances, Stationery October 2013	22030	3.17	0.63	<b>76.65</b>
25/11/13	Play Inspection & Maintenance Servs	October Playground Inspection	22031	60.00	12.00	<b>72.00</b>
25/11/13	Andrew Duff	Toshiba PC (Argos)	22032	293.30	58.66	<b>351.96</b>
25/11/13	Andrew Duff	Microsoft Office (Tradeguard Software)	22032	149.99	0.00	<b>149.99</b>
25/11/13	Andrew Duff	Data Storage Hard Drive (Amazon)	22032	37.91	7.58	<b>45.49</b>
25/11/13	Andrew Duff	1 & 1 website charge	22032	44.58	8.92	<b>53.50</b>
25/11/13	The Hollies Farm Shop	18ft Christmas Tree	22033	275.00	55.00	<b>330.00</b>
28/11/13	Janet Donnellan	Clerk's Salary November	22035	592.83	0.00	<b>592.83</b>
28/12/13	Janet Donnellan	Clerk's Salary December	22036	592.83	0.00	<b>592.83</b>

- The Clerk had a meeting with HSBC Bank in Northwich to gather information about moving DPC bank account. It seems that unless the Clerk is a signatory, she will be unable to request or view any account information. The Clerk will ask ChALC if The Clerk can be a signatory on DPC bank account. **AP11**

- The Laburnum Road Residents have requested payment of £1890 from DPC for a share of the road resurfacing now it's been completed. The Clerk will ask Laburnum Rd Residents Association for a VAT invoice for the resurfacing. **AP12**

**b.** The following DPC meeting dates were approved as follows:

Monday 6 January 2014	Monday 23 June 2014
Monday 27 January 2014	Monday 21 July 2014
Monday 24 February 2014	Monday 1 September 2014
Monday 31 March 2014	Monday 29 September 2014
Monday 28 April 2014	Monday 27 October 2014
Monday 19 May 2014 (AGM & Annual Parish Meeting)	Monday 24 November 2014
	Monday 5 January 2015

**c.** The addition of a public speaking time limit to the Standing Orders will be set at 3 minutes. All Councillors were in favour. The wording will read as: 66a. A member of the public may address the Parish Council at the public open session of the council by means of a question or brief statement. The Council reserves the right to limit statements to no more than three minutes. In exceptional circumstances the Chairman may, at his/her sole discretion, allow a longer period.

### **131125.4 Planning and Highways Matters**

#### **a. Applications received for consultation:**

1. APPLICATION NUMBER: 13/04530/LBC DATE: 7 November 2013  
 PLANNING OFFICER: Mr Adrian Crowther  
 PROPOSAL: Installation of lock ladder hoops  
 LOCATION: Large Lock Vale Royal Locks, Chester Road, Davenham
2. APPLICATION NUMBER: 13/04548/LBC DATE: 7 November 2013  
 PLANNING OFFICER: Mr Adrian Crowther  
 PROPOSAL: Install a fixing at water level to keep boom to sluice channel secure  
 LOCATION: Sluice Vale Royal Locks, Chester Road, Davenham
3. APPLICATION NUMBER: 13/04617/FUL DATE: 7 November 2013  
 PLANNING OFFICER: Mr Ben Kettle  
 PROPOSAL: Replacement detached garage/garden room/store  
 LOCATION: 1 Firth Fields, Davenham, Northwich, Cheshire
4. APPLICATION NUMBER: 13/04639/FUL DATE: 7 November 2013  
 PLANNING OFFICER: Ms Katie Elliot  
 PROPOSAL: First floor rear extension  
 LOCATION: 34 Jack Lane Davenham, Northwich, Cheshire

#### **b. CWAC Planning decisions:**

1. APPLICATION NUMBER: 13/04001/LBC DATE: 25 September 2013  
 PLANNING OFFICER: Ms Jill Stephens  
 PROPOSAL: Installation of temporary timber footbridge.  
 LOCATION: Vale Royal Locks Chester Road Davenham, Northwich. **CONSENT**
2. APPLICATION NUMBER: 13/02150/FUL DATE: 23 September 2013  
 PLANNING OFFICER: Mr Phil Davies  
 PROPOSAL: Proposed two storey side and rear extension - amended  
 LOCATION: 571 London Road, Davenham, Northwich, Cheshire. **PERMISSION GRANTED**  
 Cllr Robinson is very disappointed with the decision thanked The Chairman for speaking on behalf of DPC at the Planning meeting for the above application.

#### **c. Planning Applications advised but not yet received: NONE**

**d. Report from the Neighbourhood Plan Working Group.**

The group have arranged a meeting at the Chairman's home on 16<sup>th</sup> December at 7.30pm.

**AP13.** The key action is to identify suitable land for building in Davenham. DPC decided to take action to inform residents of the CWACC SHLAA future planning proposals for Davenham. Cllr Wood will Draft a notice and send map to Cllr Duff for design and printing. **AP14.** Cllr Duff agreed to design and circulate a notice to all Cllrs for approval. **AP15.** Cllr Wood will email a copy of the notice to all Neighbourhood Plan group members. **AP16.**

Cllr Mattinson gave Cllrs a report on the final analysis of the various comments and suggestions written by Davenham residents on the Housing Questionnaire. This analysis will now feed in to the Neighbourhood Plan. The Chairman thanked Cllr Mattinson for all of the work she had put into the analysis.

**e. Zebra Crossing.**

Details of the required location for the Zebra crossing were sent to CWAC by the Clerk. Cllr Peel commented that school groups often go to the church and Teachers have to stand in the road to stop traffic. The Clerk will request an update from CWAC Highways on the Zebra crossing proposal. **AP17.**

**f. Discuss proposed local housing developments.** See previous notes.

**g. Report from the Joint PC meeting on CWAC SHLAA** See previous notes.

**131125.5 Playing Fields, Pathways and Gardens**

**a. Update from the Special Projects Group.** No report this month.

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

- The number of playground inspections is being currently reviewed. See note and action above in Agenda item 2b. Cllr Carter offered to conduct weekly inspections of the playground equipment.
- **Memorial Gates.** Cllr Wood will be able to report more progress at the next meeting when the Trustees have reached a conclusion. The amount available to spend on gates will be around £9.5K to £10k. Cllr Duff will have a look at what can be purchased for that amount. **AP18.**

**131125.6 Correspondence    NONE**

**131125.7 Urgent Matters**

**a.** Cllrs looked at plans drawn up by Davenham Cricket Club, who would like to build an extension and improve the changing facilities of the Clubhouse at Butchers Stile Field. The land belongs to DPC and the building belongs to the Cricket Club for which they have a 25 year lease with DPC. The Clubhouse facilities are also used by footballers each week. The Cricket Club need a letter of support from DPC in order to apply for a grant from Sport England. All Cllrs approved of the proposal. The Chairman will draft a letter. **AP18.**

**b.** The A boards outside of the Oddfellow Arms is obstructing road visibility for drivers at the junction of Hartford and London Road. It was agreed ask the Oddfellow Arms to reposition their A boards to allow better road visibility before the end of December. **AP19.**

**131125.8 Confirmation of Date of Next Meeting – Monday 6<sup>th</sup> January 2014.**

**131125.9 Part A of the meeting closed at 10.15 pm**

Signed/ Dated

Chairman