

# DAVENHAM PARISH COUNCIL

Minutes of the Parish Council Meeting held on 6<sup>th</sup> JANUARY 2014  
Held at Davenham Methodist Church Hall.  
Public Open Forum 7.15pm, Council Meeting 7.30pm

**Present** Cllr. Duff (Vice Chairman)  
Cllr. Carter Cllr. Mattinson  
Cllr. Peel Cllr. Wilson  
Cllr. Robinson Cllr. Wood

Parish Clerk Janet Donnellan

**Apologies** Cllr. Armstrong (Chairman), Cllr. Ravenscroft

## Public Session

No members of the public attended the meeting.

## 140106.1 Apologies and Declarations of Interest

- a. Apologies were received from Cllr. Armstrong (Chairman), Cllr Ravenscroft, and PCSO Stock. Cllr Wood declared an interest in 3b, the setting of the Precept. Cllr Duff declared an interest in 3a, Accounts for payment.

## 140106.2 Approval of Minutes and Matters Arising

- a. There was one amendment to the minutes of the Parish Council Meeting held on 25<sup>th</sup> November 2013. Item 2b was amended to read "The overgrown hedge along London Rd is the responsibility of Davenham Nursing home. The Clerk will send a letter to ask them to cut it back". 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 25<sup>th</sup> November 2013 not covered elsewhere on the agenda.
  - Cllr Duff has spoken to the owner of the bungalow which borders Laburnum Rd Playing Field. Regarding the pond on his property, the owner will fence it off in the spring and will install more fencing if required. Cllrs discussed the need for two signs to be installed to warn the public of the danger of the pond, one at the noticeboard and the other near the pond. The Clerk will seek advice from CWAC about the signs. **AP1, AP2.** Regarding the erection of a fence with a gate on to the field, this was installed to replace trees removed due to a drains problem. Cllrs proposed that the gate on to the field should not be used by the owner. Proposed by Cllr Robinson, seconded by Cllr Carter. The Clerk will send a letter to the owner. **AP3**
  - Cllrs discussed the location of the defibrillator and agreed that one should be placed at the Spar shop and a second at the Cricket Club. The Clerk will apply for a second defibrillator and approach the Spar about its placement there. **AP4, AP5.**
  - The Clerk will contact The Oddfellow Arms to ask them to reposition their A Boards on the pavement which are causing an obstruction to traffic looking right at the junction. **AP6**
- c. To Discuss HS2. Cllr Peel submitted comments on behalf of DPC to CWAC Councillor Herbert Manley for inclusion in a CWAC report on HS2 on 11/12/13. Cllr Peel will send a summary of comments to the Clerk before the end of January. The Clerk will send the comments to CWAC before the deadline of 31/01/14. Cllr Duff will publish the summary on DPC website. **AP7, AP8 AP9.**

### 140106.3 Finance and Administration

- a. The Financial Report dated 6<sup>th</sup> January 2014 was approved. Payments were proposed by Cllr Wilson, seconded by Cllr Carter. 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>
06/01/14	Janet Donnellan	Clerk's Travel, Allowances, Stationery November 2013	22037	96.10	7.00	<b>103.10</b>
06/01/14	Play Inspection & Maintenance Servs	November Playground Inspection DAV013	22038	60.00	12.00	<b>72.00</b>
06/01/14	Davenham Methodist Church	Room Hire June to December 2013	22039	120.00	0.00	<b>120.00</b>
06/01/14	Laburnum Residents Association	Share of costs for resurfacing Laburnum Rd	22040	1575.00	315.00	<b>1890.00</b>
06/01/14	Andrew Duff	2 x sets of xmas tree lights	22041	81.83	16.37	<b>98.20</b>
06/01/14	Andrew Duff	Refreshments - tree event	22041	17.76	3.55	<b>21.31</b>

**b. To review the recommendations of the Finance Committee Meeting held on 02/12/13.**

Cllrs agreed a proposal to increase the rent, in 2014, by 6% for Davenham Cricket Club and 3% for Davenham Junior FC. There will be no increase for The Bulls Head FC. Proposed by Cllr Duff, seconded by Cllr Wilson. All Cllrs approved the increases. Cllrs discussed the Precept and were agreed that the proposed 3% for 2014/15 was too high and should be reduced to no increase. The Clerk will review the figures and suggest a revised budget showing a zero increase. To be sent to all Cllrs in advance of the next meeting. **AP10**

**c. To consider the late Grant application from Davenham Scouts.**

Cllrs agreed that the grant application could not be approved because it was for improvements to a rented building outside of Davenham Parish. The Clerk will inform the Scouts of the decision. **AP11**

**d. Discuss Bank Account arrangements.** The Clerk was advised by ChALC that "the Clerk can be, and indeed has to be, a signatory on the Parish Bank account but can only be a counter signatory for cheques. These are two different roles which are recognised by banks." Cllrs proposed a move of DPC bank account to HSBC providing the Clerk is a limited signatory. Proposed by Cllr Duff, seconded by Cllr Wilson. All Cllrs approved. The Clerk will contact HSBC to start the move. **AP12**

**e. Discuss the CWAC New Homes Bonus grant.** Cllrs accepted the bonus.

**f. Decide upon the purchase of a new Noticeboard.** The Clerk confirmed that it is possible to have two separate keys on doors for DPC and Community use on the proposed Noticeboard. Cllrs agreed the purchase of a new Noticeboard. Proposed by Cllr Wood, seconded by Cllr Duff. All Cllrs approved. The Clerk will instruct The Church Noticeboard Co and ask for the careful removal of the old noticeboard for possible use elsewhere in the village. **AP13**

### 140106.4 Planning and Highways Matters

**a. Applications received for consultation:**

APPLICATION NUMBER: 13/05217/ADV      DATE: 10 December 2013

PROPOSAL: 1 V-board

LOCATION: 16 Green Lane, Davenham, Northwich, Cheshire.

APPLICATION NUMBER: 13/05006/FUL      DATE: 6 December 2013

PLANNING OFFICER: Ms Jill Stephens

PROPOSAL: Residential development of 121 dwellings with associated public open space, landscaping, highways and parking.

LOCATION: Land at Hill Top Farm Chester Road, Davenham Northwich. Response by: 08/01/14

**b. CWAC Planning decisions:**

1. APPLICATION NUMBER: 13/03680/FUL DATE: 11 October 2013  
PLANNING OFFICER: Ms Jill Stephens  
PROPOSAL: Two detached dwellings  
LOCATION: Land Adjacent 51A Church Street, Davenham, Northwich. **REFUSAL 09/12/13**
  
2. APPLICATION NUMBER: 13/03940/FUL DATE: 11 October 2013  
PLANNING OFFICER: Ms Katie Elliot  
PROPOSAL: Conversion of agricultural barn to dwelling  
LOCATION: Barn Whatcroft Hall, Whatcroft Lane, Davenham **PERMISSION 09/12/13**
  
3. 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 **CONSENT 16/12/13**
  
4. 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 **CONSENT 16/12/13**
  
5. 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 **PERMISSION 17/12/13**
  
6. 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 **PERMISSION 17/12/13**

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

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

The group met at the Chairman's home on 16<sup>th</sup> December and minutes have been circulated. The NP Group has drawn up a fortnightly meeting schedule for the remainder of the year, in order to speed up completion of the plan. A copy of the current draft plan has been given to the CWAC Liaison Officer in advance of the meeting on 20/01/14. An action plan will be drawn up to identify the five key priorities, e.g. the buffer zone. It's essential to identify the most acceptable sites for housing development in Davenham, without placing more pressure on current developments such as the Green Lane area. The NP Group would prefer that each village have its own housing allocation rather than being included in the overall plan for Northwich.

**e. Zebra Crossing.**

CWAC Highways have offered to conduct a rough assessment to see if London rd. meets the required criteria for Zebra crossing. This will be carried out free of charge before the end of March. The Clerk will ask CWAC highways to carry out the assessment. **AP14.**

**f. Discuss action on the proposed local housing developments - SHLAA.**

At the December meeting it was decided to distribute a leaflet to inform residents of the CWAC SHLAA future planning proposals for Davenham. A leaflet was drawn up; however the distribution was delayed due to inaccuracies about the planned number of houses in

Davenham. Cllr Mattinson has reworded the leaflet and will send this to Cllr Duff. **AP15**  
Cllr Wood will send a copy of the map identifying potential sites to Cllr Duff. **AP16**. All Cllrs  
agreed that the revised leaflet should be distributed as soon as possible. **AP17**.

#### **140106.5 Playing Fields, Pathways and Gardens**

**a. Update from the Special Projects Group.** Cllrs Duff, Wilson and Robinson will agree a date  
for the next meeting.

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

- **Memorial Gates in Laburnum Rd.** Cllr Duff has arranged for some design ideas to be  
drafted. Cllr Carter will contact a local Blacksmith for suggestions. **AP18**.
- **Playground Inspection Report actions and review.** The number of playground  
inspections will be reduced to three in June, Sept, and Dec 2014 plus a ROSPA  
inspection in April. Cllr Carter will conduct a weekly check of each playground and  
equipment and attend to anything needing immediate attention. The Clerk will inform the  
Playground Inspector of the service change and request a visit from ROSPA. **AP19,**  
**AP20**.
- Cllr Wood reported that CWAC have applied weed killer to the pathway, rail post and  
wooden curb at the play area in Laburnum Rd playing field resulting in unsightly and  
muddy areas. Cllr Wilson has already contacted StreetScene about this and will do so  
again. **AP21**. The Clerk will ask the Village Gardener to weed and tidy up the path by  
27/01/14. **AP22**. The Clerk will find out which contractor laid the original path. **AP23**.
- **Protecting Parish Council Land.** Cllr Wilson recommended that DPC put the playing  
fields in trust. The Clerk will contact the Solicitors for the original deeds of each playing  
field. **AP24**
- Cllr Cater reported that as a result of the village stroll with CWAC Officer Trish Johnson,  
the War Memorial paving has now been jet washed. The request for a new sign at the  
end of Eaton lane has been passed to Green Spaces and the tidy up of the grassed  
area at the top of Harford rd. has been passed to Hedges and Byways Dept.

#### **140106.6 Correspondence**

1. An email was received from a resident asking for the replacement of a dead fir tree at  
Laburnum Rd playing field. Cllr Wilson will reply to the resident and confirm that the dead fir  
tree will not be replaced. **AP25**. The Clerk will ask the Village Gardener to remove the  
dead fir tree. **AP26**.

#### **140106.7 Urgent Matters**

- a. An email was sent to CWAC Highways asking them to proceed with implementing the  
20mph speed zone, and to consider some extensions to the zone as outlined in the reply.
- b. A new venue for meetings has been considered. Cllr Carter reported that the Hayhurst  
room at St Wilfred's does not have disabled access and the Clerk reported that a room at  
the Davenham British Legion would be double the cost of the Methodist Hall. Therefore  
Cllrs decided to continue meetings at the Methodist Hall.

**140106.8 Confirmation of Date of Next Meeting – Monday 27<sup>th</sup> January 2014.**

**140106.9 Part A of the meeting closed at 9.43 pm**

Signed/ Dated  
Chairman