

DAVENHAM PARISH COUNCIL

Minutes of the Parish Council Meeting held on 28th April 2014
Held at Davenham Methodist Church Hall.
Public Open Forum 7.15pm, Council Meeting 7.30pm

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

Parish Clerk Janet Donnellan
CWAC Councillor Gaynor Sinar

Apologies: None

Public Session

A member of the public attended to raise concerns about a build-up of dirt, which has been pushed to the sides of the road in Green Lane. Although the rest of the road is periodically swept, this part is not. The Clerk will write to the site Manager about this. **AP1**. The issue was raised of cars parking on pavements along Hartford Road, just before the junction with Eaton Road. This allows no access for wheelchairs. The Clerk will ask the PCSO to look into this. **AP2**.

140428.1 Apologies and Declarations of Interest

Apologies were received from PCSO Mcshane. Cllr Duff declared an interest in Agenda item 3a.

140428.2 Approval of Minutes and Matters Arising

- There was one amendment to the minutes of the Parish Council Meeting held on 27th March 2014. In item 5b. Cllr Mattinson and not Cllr Carter signed the F.I.T agreement. The Minutes were approved and signed as a true record. Proposed by Cllr Wilson, seconded by Cllr Mattinson. All Cllrs approved.
- b. Review the Action List and receive the Clerks report on Matters Arising from the Minutes of the Meeting held on 27th March 2014, not covered elsewhere on the agenda.**
 - The Clerk has not yet received a response from the organisers of Davenham Carnival following the request for a table for DPC to hand out leaflets and promote village matters. The Clerk will pursue this and ask for details of the Carnival plans. **AP3**
 - The Clerk reported that the War Memorial Grant application had been sent on 7th April. We can expect a reply by the end of June.
 - The **ROSPA Annual safety inspection** was carried out for play equipment at Laburnum Road and Butchers Stile playing fields on 3rd April and a full report has been received with no issues raised.
 - Village Keeper has sown poppy seeds in the Village Garden and around the War memorial garden. It was agreed to wait until the autumn before planting hedging near the pond at Laburnum Rd playing field. In the meantime the fence should be regularly checked and maintained. The Clerk will ask the Village Keeper to get a quote for mature hedging such as holly. **AP4**
 - The Clerk read out a summary of the PCSO's report and no major issues had arisen.
 - The A boards at the Oddfellows still sometimes cause an obstruction. The Clerk will contact CWAC Highways to ask them to look into it. **AP5**

c. Update on the Defibrillators.

The Manager of the Oddfellows Arms has kindly agreed to host a defibrillator in the pub so Davenham now has one in place. It will eventually be housed in a special box on the outside wall adjacent to the Parish Noticeboard. Cllr Carter will look into the electrics required for this. **AP6.** Mark Simmons of CWAC has asked DPC to publicise its location and also arrange for some training for volunteers and staff from the pub. Up to 10 people can be trained free of charge. Cllrs Wilson and Carter volunteered for training. The Clerk will design a poster for the noticeboard and ask the Co-op pharmacy if anyone is interested. **AP7. AP8.**
d. The Joint meeting between Davenham/Moulton PC will take place at 7.30pm on Tues 3rd June 2014 at the Methodist Chapel Hall in Moulton. Cllrs Wilson and Mattinson will attend.

140428.3 Finance and Administration

a. The Financial Report dated 28th April 2014 was approved. Payments were proposed by Cllr Mattinson, seconded by Cllr Carter. All Cllrs approved of the payments with the exception of Cllr Duff who declared an interest. Payments approved were as follows:-

DATE	PAYEE	DETAILS	CHQ No	NET £	VAT £	GROSS £
28/04/14	Janet Donnellan	Clerk's Travel, Allowances, Stationery March 2014	022059	116.57	9.87	126.44
28/04/14	Janet Donnellan	Clerk's Salary April 2014	022060	592.83	0.00	592.83
28/04/14	Cheshire West & Chester	Annual Grounds Maint 1 Apr – 31 March 2013	022061	1000.00	200.00	1200.00
28/04/14	Cheshire Comm'nty Development Trust	Payroll service, Feb – Mar 2014	022062	20.00	0.00	20.00
28/04/14	ChALC	Planning Seminar 08/04/04	022063	20.00	0.00	20.00
28/04/14	Andrew Duff	1&1 Internet qtrly charge	022064	29.97	5.99	35.96
28/04/14	Playsafety Ltd	Annual ROSPA inspection	022065	130.00	26.00	156.00
28/04/14	Mid Cheshire Footpath Society	Annual Subscription 2014/15	022066	8.00	0.00	8.00
28/04/14	ChALC	Affiliation fee 2014-15	022067	666.90	0.00	666.90
28/04/14	Cheshire Community Action	OCSI Community Profiles report	022068	50.00	0.00	50.00
28/04/14	Davenham Parish Council	Transfer to HSBC A/C 01568868	022069	44000.00	0.00	44000.00

b. Cheque signatories each provided a signature to set up the HSBC Community Savings Monthly Interest account. The Clerk will send this to HSBC. **AP9**

c. Proposal to Transfer funds to HSBC Bank Account. The set-up of the HSBC Business account for Davenham Parish Council has now been completed and opened. The next step is to arrange the transfer of the balance. It was agreed to transfer funds by cheque as specified above. The Clerk will submit the cheque once the bank statement for the end of April has been received to confirm there are sufficient funds. **AP10**

The Clerk will also write a letter to Santander to ask for the balance of the Deposit account to be transferred to the current account. **AP11**

140428.4 Planning and Highways Matters

a. Applications received for consultation:

1. APPLICATION NUMBER: 14/00364/FUL **DATE:** 20 March 2014
PROPOSAL: Removal of existing modern entrance surround and replacement with new entrance porch.
LOCATION: Whatcroft Hall Whatcroft Lane, Davenham, Northwich.

2. APPLICATION NUMBER: 14/01378/FUL **DATE:** 4 April 2014
PROPOSAL: 53 no. residential dwellings including associated highways works (amendment to application 13/05408/FUL)
LOCATION: Land at Jack Lane, Davenham, Northwich.

3. APPLICATION NUMBER: 14/01366/ADV **DATE:** 4 April 2014
PROPOSAL: Free standing entrance sign
LOCATION: Vale Royal Crematorium, Shurlach Lane, Davenham, Northwich.

4. APPLICATION NUMBER: 14/01462/FUL **DATE:** 14 April 2014
PROPOSAL: Single storey rear/side extension.
LOCATION: 411 London Road, Davenham, Cheshire.

b. CWAC Planning decisions:

1. APPLICATION NUMBER: 14/00532/FUL **DATE:** 11 February 2014
PROPOSAL: Single storey rear extension.
LOCATION: 221 Hartford Road Davenham, Northwich, Cheshire. **PERMISSION**

2. APPLICATION NUMBER: 14/00774/FUL **DATE:** 28 February 2014
PROPOSAL: Single storey rear extension and two storey side extension
LOCATION: 31 Hartford Road Davenham, Northwich Cheshire. **PERMISSION**

3. Temporary Traffic Regulation Order

Cheshire West and Chester Council, as the Highway Authority, need to apply a temporary road closure on Shipbrook Road, Davenham to enable bridge repair work to be carried out by Cheshire West and Chester Council. The Order will come into force on 2nd June 2014 and will continue in force for a period not exceeding eighteen months or until the works which it is proposed to carry out have been completed, whichever is the earlier. It is anticipated that the works will take up to 10 days to complete.

Diversion Route: C601 Shipbrook Road/ Church Street, C653 London Road, A556 Chester Road, A530 King Street, C601 Davenham Road.

c. Planning Applications advised but not yet received:

NONE

d. Report from the Neighbourhood Plan Working Group.

Councillors and the Clerk met on 22nd April to discuss preparations for the Public consultation meeting on Wed 30th April in the main hall at Davenham Methodist Church hall. KM has added suggested items to the presentation and will add some information about the proposed developments at Jack Lane and Fountain Lane. AD will welcome and KM will present. Maps of proposed developments will be hung up for attendees to place stickers on agreeable sites and to state a preference for Davenham as a rural village or suburb of Northwich. The Clerk will print attendance sheets and 200 copies of a contact sheet hand out. **AP12.** Two more Councillors are needed to join the NP committee. Cllr Duff recommended that we consider postponing other projects to focus on the NP. These will be discussed at the next meeting. Cllr Duff thanked the NP Committee for their hard work. The NP grant application needs to be completed by 9th May if possible. **AP13.**

e. Discuss Plans for new homes and recreational space at Park Farm, Rudheath

The location of this proposed site is on the far side of the A556 opposite the Crematorium. It was decided to wait for a planning application before discussion.

f. Discuss Richborough Estates proposed development in Fountain lane

Cllr Robinson attended the public consultation event and mentioned concerns about the proposal, especially the tight corner into Mount Pleasant Road, with a Traffic Surveyor. Many concerns have been raised by residents about the proposal.

140428.5 Playing Fields, Pathways and Gardens

a. Update from the Special Projects Group.

- Projects have been postponed for the time being to focus on the Neighbourhood Plan.
- Cllrs Duff and Carter are awaiting two quotes for the Memorial Gates for Laburnum Rd. The Clerk will draft a thank you letter to the Welcome Home Fund and send it to Cllr Wood. **AP14.**

b. Pathways, Playing Fields and Gardens Working Group.

- Cllr Wilson spoke to StreetScene about the hedge cutting at Butchers Stile and Laburnum Rd fields. They will try to cut closer to the edge as there's about 3 feet where the hedge overhangs.
- Playground Inspection Report.
Cllr Carter has conducted weekly inspections at Butchers Stile and Laburnum Rd playing fields. There were no special issues apart from a wet area of ground at Laburnum Rd and long grass at Butchers Stile. AD thanked Cllr Carter for taking on the inspections.
- Discuss Tree Protection Orders for Oak trees at Davenham Cricket Field.
The Clerk has spoken to CWAC trees who have agreed to take a look at the oak trees to consider a TPO for them. **AP15**
- Discuss issues raised about Butchers Stile Football Pitch
Concerns have been raised by Davenham Junior FC about the poor state of the football pitch at Butchers Stile. Cllrs agreed that the condition is mainly due to the exceptionally wet winter. Cllr Ravenscroft has drafted a letter addressing the issues raised. The Clerk will type this and send to Cllr Duff who will add a response before sending. **AP16.**
- Discuss the Neighbourhood Watch scheme
As Cllr Wood proposed that DPC reinstate the Neighbourhood Watch scheme in the village, which is not currently active. The original scheme was run by DPC. The Clerk will get in touch with Liz Biddle to let her know that DPC are looking in to it. **AP17.**

140428.6 Correspondence.

a. **To consider actions on Correspondence not dealt with elsewhere on the Agenda.**

- Emails 1 and 2 had been replied to by the Clerk.
- Email 3 from resident with concerns about the buildings and permission for the Travellers site at Peckmill roundabout. The Clerk will ask the Planning Enforcement Officer for an update. **AP18.**
- Email from Davenham Education Foundation asking if we can nominate a DPC representative. Cllr Carter volunteered to take on this role. The Clerk will reply. **AP19**
- A letter of thanks was read out from a resident pleased with the recent improvement in site traffic on Green Lane.
- DPC were delighted to hear that Davenham Cricket Club have been successful in securing a £50K grant from the National Lottery fund to upgrade its facilities. DPC would like to discuss an extension to its lease. Cllrs Duff and Wilson will meet with DCC to discuss the lease and rent. The Clerk will reply. **AP20**

140428.7 Urgent Matters. NONE

140428.8 Confirmation of the Date of Next Meeting, AGM and APM – Mon 19th May 2014.

140428.9 Part A of the meeting closed at 9.20 pm

Signed/ Dated

Chairman