

# DAVENHAM PARISH COUNCIL

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**Minutes of the Parish Council Meeting held on 26th January 2015  
Held at Davenham Methodist Church Hall.  
Public Open Forum 7.15pm – 7.30pm, Council Meeting 7.30pm – 8.49pm**

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

Parish Clerk Vicky Stock

Gina Bebbington (Northwich Guardian)  
Helen Weltman (CWAC Councillor)  
PCSO Kat Stock & PCSO Adam Cupples

**Apologies:** Cllr. Salt, Cllr Mattinson, Cllr. Peel, Cllr. Ravenscroft,

## 1) Public Session

The Public Session of the meeting was attended by five members of the public including four Green Lane residents.

PCSO Kat Stock gave her Police report.

- Two incidents were reported by a resident via 101 with regards to two boys on Motorbikes congregating on Laburnum Field car park. PCSO Stock and PCSO Cupples attended the scene and dealt with the matter. The situation has not occurred since.
- There was a drive off at the petrol station but the gentleman has been back and paid.
- Shoplifting incident at the spa by two young girls. The girls involved wrote a letter of apology and paid for the goods.
- Garage break in on Mount Pleasant Road – however nothing stolen.
- Methodist car park – three cars parking up between 12am and 2.30am.
- PCSO Stock urged members of the public to ring 101 to report anything suspicious or antisocial and it can then be dealt with straightaway.

Green Lane residents asked if there had been any update on the potential Green Lane/Avenue development. Davenham Parish Council have had no further information to date.

Cllr. Duff asked residents to let the Clerk know their email addresses so the Clerk can notify them straightaway of any dates regarding Green Lane and other developments.

One gentleman asked if the council was fully staffed. At present we have nine Councillors which is the total amount required. Elections are on 7th May 2015 if anyone is interested in becoming a Parish Councillor. The Clerk will put information on the website when it is received.

The public meeting ended at 7.30pm.

# DAVENHAM PARISH COUNCIL

## 2) Apologies and Declarations of Interest

Apologies were received from Cllr. Mattinson, Cllr. Salt, Cllr. Ravenscroft and Cllr. Peel.

Cllr. Duff expressed a declaration of Interest with regards to an expense claim for website hosting payment.

## 3) Approval of Minutes and Matters Arising

The amendments to the minutes of the Parish Council Meeting held on Monday 5<sup>th</sup> January 2015 were as follows:

Page 5 - Item 6. "Cllr. Carter said this was originally due to it being accessible easily for emergency vehicles" to be changed to "Cllr. Carter *was advised that* this was originally due to it being accessible easily for emergency vehicles".

The minutes were approved and signed as a true record. All Councillors approved.

## 4. Finance and Administration

**4a)** The Financial Report dated 26<sup>th</sup> January 2015 was approved. Payments were proposed by Cllr Wood, seconded by Cllr. Robinson. Cllrs approved of the payments as follows (with the exception of Cllr. Duff who declared an interest):

<b>DATE</b>	<b>PAYEE</b>	<b>DETAILS</b>	<b>CHQ No</b>	<b>NET £</b>	<b>VAT £</b>	<b>GROS S £</b>
26/1/2015	Andy Duff	1&1 website (7/1/15-7/4/15)	100049	29.97	5.99	35.96
26/1/2015	Play Inspection & Maintenance Services	Inspections carried out 28/12/14 Laburnum & Butcher's Style	100050	60.00	12.00	72.00
26/1/2015	Vicky Stock	Clerk Salary – Jan	100051	474.43	0	474.43
26/1/2015	HMRC	Clerk Tax – Jan	100052	118.40	0	118.40
26/1/2015	Vicky Stock	Clerk Expenses Jan	100053	80.50	5.70	86.16
26/1/2015	Cheshire Community Action Group	Neighbourhood Plan consultation	100054	1620		1620
26/1/15	CHALC	Clerk & Councillor Workshop – 3 <sup>rd</sup> June '15 – Vicky Stock	100055	30	0	30

As at 31<sup>st</sup> December 2014, the reconciled Bank Balance was £49,106.80 in credit.

Payments received in January - £1080 War Memorials Trust.

No charges received in December.

The Clerk provided a budget analysis for 2014/15 with actual figures up the end of January and estimated figures to the end of March. An amendment was made under 'income War Memorials Trust'. The figure should have read £1080 not £3080.

# DAVENHAM PARISH COUNCIL

Cllr. Wood asked that we put a line for 'Maintenance' in next year's spreadsheet. This money for maintenance usually comes out of reserves but when we set the budget we will allow for this next time.

Cllr. Duff explained that former Clerk Janet Donnellan kindly spent some time with Vicky going through all the finances. We would like to express sincere thanks to Janet for her help.

**4b)** During the last Financial Planning Meeting it was discussed that DPC would like to potentially keep the precept the same as last year. The Clerk provided the precept details for Councillors to view. This needs to be submitted by 6<sup>th</sup> February. Cllr. Duff proposed that we have no increase in Precept. Cllr. Wilson seconded. Three councillors voted in favour. Two abstained.

## 5. Planning and Highways Matters

### a) Applications Received for Consultation:

Item No.	Application No	Proposal	Location	Comments By
1.	14/05362/LB C	Extension to form 2 bedrooms	Davenham Hall, London Rd, Davenham	4 February 2015
2.	14/05181/FU L	Conservatory to rear	41 The Oaks, Davenham	6 February 2015

### b) CWAC Planning Decisions:

Item No.	Application No	Proposal	Location	Decision
1.	14/04873/FUL	First floor side, single storey rear and front porch extensions including garage conversion (Demolition of existing conservatory)	35 Grovemount Davenham Northwich Cheshire	Approval
2.	14/04712/FUL	Red brick wall in replacement to an old timber fence to an existing set of wrought iron entry gates with new access gate to side wall (plans amended)	Whatcroft Hall, Whatcroft Hall Lane, Davenham	Approval
3.	14/04667/FUL	2 storey side extension	7 Prospect Drive, Davenham CW9 8JS	Approval

**ACTION:** Cllr. Wilson queried where 41 The Oaks was as she thought there were only 36 houses built – maybe this is a CWAC typing error. The plan was passed to Cllr. Duff to comment so he will look into this.

# DAVENHAM PARISH COUNCIL

---

## **5c) Report from the Neighbourhood Plan Working Group.**

The Neighbourhood Plan Working Group was due to meet last week but the meeting had to be cancelled. Cllr. Wood said they are hoping to arrange a new date very quickly in order to go forward with the public meeting.

We are at an advanced draft stage and having been looking at documents to use for display purpose. The idea will be to have a drop-in session over two days for people to comment and ask questions. Cllr. Wood said he recently attended a similar event in Moulton and that was very successful.

**ACTION:** To organise a Neighbourhood Plan Working Group meeting as soon as possible, preferably next week at the very latest.

## **5d) 20mph – Speed Management Group.**

PCSO Kevin McShane arranged for a Speed Indicator Device to be set up in the village. This took place 13<sup>th</sup> January at 14.20. Some people were driving at higher speeds and were spoken to and advised. Some were in fact Davenham residents. The average speed was 21mph and the highest speed recorded was 31mph. 196 cars recorded in 1 hour.

The Clerk has taken advise from PCSO Kevin McShane in setting up a Community Speed Awareness Group. The Clerk put a notice on the website and on the village notice board as has already received some volunteers to undertake Speed Indicator Device training. The main purpose of this group will be to monitor speed travelling through our village and also to make people aware of the new speed limit. Cllr. Wilson volunteered to help with the group.

**ACTION:** The Clerk will advise on the training date as soon as she has heard back from the engineer setting up the training. The clerk will also see if we can get further information on when Phase 2 will begin.

## **6) Parish Council Managed Assets and Maintenance**

### **6a) Laburnum Road**

An email was received from a resident with regards to the new path which has recently been resurfaced on Laburnum Road Park. She explained that she uses the field on a daily basis but in the recent wet weather the path has deteriorated rapidly, especially to the left side and wondered if anything would be done to rectify this as this as she like other users has a pram which means she has to go over the grass as the path is so bad in places.

**ACTION:** Cllr. Robinson will visit Laburnum Park and investigate and report back to the Clerk.

### **Butchers Style**

Cllr. Carter needs one other person to help lift the gate back on its hinges.

**ACTION:** Cllr Carter and Cllr. Duff to sort out a time between themselves to do this.

Cllr. Wilson asked if the Carnival committee had been in touch regarding a date. We have received no correspondence to date.

**ACTION:** The Clerk will speak to someone on the carnival committee to see if they have a date in mind.

# DAVENHAM PARISH COUNCIL

---

## 6b) Memorial Gate

Cllr. Wood has looked over the drawings for the Memorial gate which were given to him to view at the last meeting. He has sent this off to the other trustees to look over this. A meeting will be arranged in February with the trustees but we need a third quotation before then.

**ACTION:** Cllr. Duff to chase up the third quotation.

## 7. Correspondence

### 7a. Correspondence received

- An email was received from a gentleman offering a free site survey on Play area surfacing. We will keep this on file for future reference.
- An email was received from CHALC regarding nominations for attending a Buckingham Palace Garden Party to be held on 12<sup>th</sup> May 2015.

**ACTION:** The Clerk to complete the form in order to nominate Cllr. Robinson for over 30 years' service to the council.

- An email was received from the Village Gardener John Price. He had recently cleaned the village welcome signs at both ends of London Road but they are looking worn.

**ACTION:** The Clerk has reported this to Street Scene and to see what response we get.

- New dates were given for the Dane Valley Country Park meeting with Councillor Mike Jones. Cllr. Mattinson and Cllr. Salt attended during the afternoon of 26<sup>th</sup> January and will be able to report back at the next meeting.

**ACTION:** Cllr. Mattinson and Cllr. Salt to report back on the Dane Valley meeting at the next DPC meeting on 21<sup>st</sup> February.

- An email was received from the Planning Inspectorate regarding the Fountain Lane appeal Inquiry date. The appeal is scheduled to start at 10.00am on Tuesday 28<sup>th</sup> April 2015. Location yet to be confirmed.

**ACTION:** At the next meeting we need to coordinate who is speaking at the Inquiry.

- An email was received from the Planning Inspectorate regarding the Jack Lane appeal Inquiry. The appeal is scheduled to start at 10.00am on Tuesday 30<sup>th</sup> June 2015.
- An email was received from a resident supporting the 20mph limit in the village but who was concerned that it had been implemented poorly. The Clerk replied back explaining that we are working on this with the setting up of the Community Speed Awareness Group and that Phase 2 will see some further ways to help make this work better.

# DAVENHAM PARISH COUNCIL

---

- Correspondence has been received regarding Oakland's Park. Firstly Samantha Green, Planning Enforcement Officer for CWAC reported back on a meeting she had at Oakland's Park. She spoke to the owners about breaches in the planning control, namely the number of caravans on site and the new entrance wall. The site owners are looking to submit a planning application to try and regularise the position. The Clerk, Cllr. Weltmann and Bostock Clerk have all written to Samantha Green to express our dismay at how the planning enforcement has been handled.

Cllr. Weltmann and Bostock Clerk have also written to the Chief Executive of CWAC explaining how unhappy how the enforcement officer have handled this. Cllr. Weltmann also suggested we write to the Chief Executive also.

- **ACTION:** The Clerk will draft a letter to Steve Robinson, Chief Executive to CWAC. Cllr. Duff will check this over before sending.
- An email was received from Cheshire Fire and Rescue asking for comments on a draft five year strategy. Email link to the document was given.
- Correspondence was received concerning a Cheshire Community Pride Competition. The village has had a few recent refurbishments including Laburnum Road play area and the War Memorial refurbishment. Cllr. Wood also asked if this would be a good time to consider painting the railing around the War Memorial.

**ACTION:** Cllr. Carter took the documentation away to read through the competition paperwork and to report back at the next meeting. Cllr. Wood to email the Clerk with the railing specifications in order to get quotations.

## 9 Urgent Matters

The Parish Council Laptop that the Clerk has been using has stopped working. The Clerk has been using her own laptop in the meantime. We may need to act and get a new laptop in the very near future. Luckily all the information on the laptop has been backed up so nothing has been lost.

**Confirmation of the Date of Next Meeting – Monday 23<sup>rd</sup> February 2015.**

**Part A of the meeting closed at 8.24pm.**

Signed/ Dated

Chairman