

DAVENHAM PARISH COUNCIL

**Minutes of the Parish Council Meeting held on 28th September 2015
Held at Davenham Methodist Church Hall.
Public Open Forum 7.15 – 7.30pm, Council Meeting 7.30pm**

Present Cllr. Carter Cllr. Mattinson (Chairman)
Cllr. Wood Cllr. Peel (Vice Chairman)
Cllr. Salt Cllr. Watson
Cllr. Ravenscroft Cllr. Hudson

Parish Clerk Vicky Stock

Cllr. Helen Weltman (CWAC Ward Councillor)
PCSO Kelly Mankee

Apologies: 1 member of the public
Cllr. Cooper.

1) Public Session

Cllr. Mattinson opened the meeting and welcomed all present.

Barry Dean from Davenham Royal British Legion proposed an idea to the parish council with regards to setting up a junior section of the club for 14-18 year olds to help with future membership and to help to give young teenagers somewhere safe to go. The games room would be available for the teenagers from 7.30pm-10pm which would include facilities such as pool, darts, free Wi-Fi, TV and music system. Soft drinks such as Coke, Lemonade and J20s would be available to purchase. In future if this proves successful then a small soft drinks bar would eventually be set up and the youngsters would be responsible for the float. The cost to the junior members are minimal – one-off membership cost £5 (until they turned 18) plus £1 per year social club fees. Parent helpers would be required also to supervise.

The RBL asked for help from the parish council with advertising this service. Cllr. Mattinson said the parish council would be more than happy to help advertise this facility as long as all the safe guarding checks were in place. Barry explained that a few staff are already CRB checked due to the before and after school club being held at the club and they are fully insured for a junior membership.

ACTION: Barry Dean to double check with CWAC that all requirements are in place to set up the junior membership and then get back in touch with the parish council and we will help to publicise the junior section of the club.

PCSO Update

PCSO Kelly Mankee attended the public part of the meeting and gave a report which included details of Keys taken from a JCB in the Whatcroft area, Criminal damage to a car on Green Lane, Report of youths on Butcher's Stile, Male hanging round St Wilfred's Church area, parking complaints such as parking on pavements and double parking, Dog running loose on Mount Pleasant Road and several road traffic incidents.

Kelly asked residents to report any incidents to 101 especially any problems with Butcher's Stile field late at night. The police target areas where there are lots of reports.

The public meeting ended at 7.35pm.

2) Apologies and Declarations of Interest

Apologies for absence – Cllr. Cooper due to work commitments.

Cllr. Hudson declared an interest in the planning section for the application of removal of a tree from his property.

DAVENHAM PARISH COUNCIL

3) Approval of Minutes

3a) To review and approve the Minutes of the previous Parish Council Meeting

Amendments: - Page 2 – typing error - top first paragraph wording should have read 'far' instead of 'fair'
Page 6 – Cllr. Cooper should have been added to look into Facebook.

Proposed by Cllr. Salt. Seconded by Cllr. Carter – all Cllrs. voted and the Minutes were approved as a true record.

3b) Recap and update on Actions from previous minutes.

Some actions still outstanding but are logged. Councillors to please refer to action log.

Items discussed further:

Defibrillator location. Cllr. Mattinson has been given permission from the owners of the Willow Green building and the owners of Willow Green business to fix the Defibrillator to the wall between Willow Green and Ernest Ashley. Cllr. Carter to check out power supply and electricity use costings and report back to Willow Green **AP1**. The clerk to look into listed building permission. **AP2**.

Hedgerow – 2 The Pavillions – The Clerk to check with CWAC if the hedgerow is protected and correspond with the owners accordingly. **AP 3**

Meeting with MP – 9th October 2015 3pm at The Verdin Exchange Winsford. Cllr. Mattinson, Cllr. Salt, Cllr. Watson and Cllr. Carter to attend.

4) Finance and Administration

4a) To approve the Financial Report and Monies for payment

The Financial Report dated 28th September 2015 was approved. Cllrs approved the payments as follows:

<u>DATE</u>	<u>PAYEE</u>	<u>DETAILS</u>	<u>CHQ No</u>	<u>NET £</u>	<u>VAT £</u>	<u>GROS S £</u>
28/09/15	Came and Company	DPC Insurance 01/10/15-10/09/16	100111	1734.26	0	1734.26
28/09/15	John Price	Village garden work – March 2015 – August 2015 inclusive	10112	750.00	0	750.00
28/09/15	Vicky Stock	Clerk Salary – September 2015	100113	592.83	0	592.83
28/09/15	Vicky Stock	Clerk Expenses – September 2015 includes August £7.50 for Talk Talk mobile phone for August forgot to claim last time.	100114	47.91	3.33	51.24

Payments proposed by Cllr. Ravenscroft. Seconded Cllr. Watson. All Councillors voted to approve payments.

As at 31st August 2015, the reconciled Bank Balance totalled **£59,220.77** in credit.

Payments Received in September

None

The Clerk to propose a date in November for the next Finance Meeting. **AP5**

5. Planning and Highways Matters

a) Applications Received for Consultation:

<u>Item No.</u>	<u>Application No</u>	<u>Proposal</u>	<u>Location</u>	<u>Comments by:</u>
1.	15/03714/FUL	Extension to hard play area. Reinstatement of vehicular access to hard play area, through enlarging an existing vehicular and pedestrian access within the site. Replacement of existing canopies with one single new canopy, style, colour and height to match existing. Relocation of fence line to provide larger	Davenham Primary School, Charles Avenue	6 October 2015

DAVENHAM PARISH COUNCIL

		grassed play area.		
Other applications advised on and due in soon:				
	15/03904/CAT	Young yew tree at front left hand side of house has become too big, encroaching on other surrounding protected trees and making area of extremely dense shade. We would like to remove this tree as it is growing very fast, also into the house and telephone cables. Small garden tree or tall shrubbery will be planted in its place.	511A London Road Davenham Northwich Cheshire CW9 8NA	13th October 2015
	15/03839/TE L	Installation of base station (resubmission of 14/03979/TEL Proposed upgrade to existing base station installation	Telecommunication s Site 33111 Newhall Farm London Road Davenham Northwich Cheshire	14th October 2015
	15/03819/FU L	Single storey side extension, two storey rear extension and replacement of existing flat roof with pitched roof (habitable loft space formed inside new and existing roof space) . Amendments to the previously planning application reference no:15/03105/FUL.	44 Hartford Road Davenham Northwich Cheshire CW9 8JE	14th October 2015

b) CWAC Planning Decisions:				
Item No.	Application No	Proposal	Location	Decision
1.	15/03334/FUL	Two storey side extension and single storey rear extension	21 Firthfields, Davenham	Approval
2.	15/03271/FUL	Single Storey rear extension	16 Mount Pleasant	Approval
3.	15/00038/REF	Erection of 16 houses (two affordable homes) and 4 affordable apartments. Widening of part of the existing access road and creation of a pedestrian link, works to the frontage wall flanking Church St, and the creation of informal open space, new tree/hedgerow planting and car parking/manoeuvring areas.	Land adjacent to 28 Church Street, Davenham	Inquiry – 20th October 10am Wyvern House over 4 days.

No further issues were raised or further objections raised on any of the above planning applications within the wider parish council other than those made by sub-committee planning councillors.

Land adjacent to 28 Church St - Cllrs to try and attend over the course of the week. Cllr. Mattinson can make 20th and 21st Oct. Other Councillors to consider dates/times they can make. The Clerk to write and confirm that Davenham Parish Council may wish to speak at the appeal. **AP 6**

Fountain Lane –

CWAC are going to get a second opinion on the decision to challenge the Inspector's decision. DPC Cllrs. to meet with local MP on 9th October. The Clerk to arrange for cllrs. to meet with CWAC planning team **AP 7**.

The clerk to write to residents to urge them to encourage email concerns/opinions etc to CWAC, the Inspectorate and our local MP Antoinette Sandbach. **AP8**

5c) Neighbourhood Plan Update

Not much to update from last meeting. NP is ready for pre-submission consultation. A meeting with the Neighbourhood plan working group is arranged for Wednesday 7th October to go over the document one last time page by page. In the last few days DPC have applied for a grant of £6,327 to cover the further costs of the Neighbourhood plan which we hope to hear back from soon.

6) Parish Council Managed Assets and Maintenance

6a) Laburnum Road /Butchers Stile

Laburnum – Prices received from John Price re: Bark levels £890 to top up bark levels. £125 to replace rotten post and infill. Cllr. Carter to have a further look and speak to John and report back to next meeting. **AP9**

DAVENHAM PARISH COUNCIL

A resident contacted Cllr. Salt today regarding a manhole on the field that the cover is loose. There is a stone on there at present to keep it in place but it is very dangerous. The clerk to urgently speak to United Utilities/CWAC to fix the problem **AP10**

A resident has offered to buy some snowdrops for the area at the end of Grovemount. The lady who made the enquiry has helped considerably around the village keeping the streets tidy for years without being asked or without thanks. Cllr. Salt and Cllr. Wood thought it would be a suitable thank you and to show our appreciation to her by buying the Snowdrops and the plant them to make the village look more attractive. 1000 single snowdrop bulbs would cost £66 + VAT. Proposed by Cllr. Salt. Seconded by Cllr. Wood. All cllrs voted in favour of buying and planting the bulbs. The Clerk to order Snowdrop Bulbs. **AP11**

The Carnival Committee requested to use Butcher's Stile on Saturday 18th June 2016.

6b) Memorial Gates at Laburnum Road

Cllr. Wood said the drawings and the specification are 90% done and then we can get tenders. Cllr. Wood said as soon as the planning issues and Neighbourhood Plan is done he would like to get to get on with finishing the spec.

6c) Notice board for Jack Lane

Cllr. Carter has inspected the old notice board and it does need some repairs before it can be used. He estimates it will cost approximately £100 to repair which is much cheaper than buying a new one.

Cllr. Carter to look into costs to repair and report back. **AP12**. We also need to look at whether we need planning permission. Cllr. Carter /Cllr. Wood to send the sketch to the clerk who will then investigate planning permission. **AP13**

7) Correspondence received

7a) To review Correspondence

- An email has been sent by a resident re: cars parking on pavements. We will mention this in Newsletter and the PCSO has been in touch. The Council do intend to carry out a full traffic review once the Neighbourhood Plan is finished.
- An email was received from Davenham Players re: a Brown Sign. The clerk has spoken to CWAC and is awaiting a reply. The council have no objection with this.
- An email was received again from Davenham Players re: a lamppost on the pavement outside the theatre. It is in a poor location as wheelchairs, pushchairs cannot get past. The Clerk has spoken to CWAC and this will be moved to a more suitable location.
- An email was received from Cheshire Community Action Group re: membership. DPC decided this would be beneficial to join to receive a 10% discount on services. We will be using them further in the near future so it will be worth the £50 membership fee to receive the discount. Proposed by Cllr. Mattinson. Seconded by Cllr. Wood. All Councillors voted in favour. The clerk to look into this further. **AP 14**
- An email was received from Lower Park Farm Co-operative re: community based renewable energy. Cllr. Hudson expressed an interest in this and will look to attend the site for further information and report back. **AP 15**
- An email was received from Paul Perry CWAC in response to our requests to look into the suitability of Butcher's Stile as a possible site for a village hall. The clerk to look into costs of a planning officer to attend site and give a more detailed report. **AP16**
- An email was received from Sharon Blackshaw at CWAC re: details of past traffic counts and a quotation for further work of approximately £250.
- An email was received from ChALC re: Cultural Services within Cheshire West. Public consultation until 2nd December.
- A resident has kindly offered to paint the village signs. Cllr. Carter to deliver the paint.
- An email was received from a resident regarding the new sign put up at the Hartford Road end of Green Lane. He felt the sign was misleading (it reads leading to Green Avenue) as Green Lane is a one-way street. The Clerk to speak to CWAC re this and asking them to re-paint the no entry sign on the road. **AP17**

8) Davenham Parish Council Facebook Page

8a) To discuss the option of setting up a Facebook page to help keep residents informed

An update email was received from Cllr. Cooper but it was decided to speak more regarding Facebook when Cllr. Cooper is at the next meeting to discuss further.

DAVENHAM PARISH COUNCIL

9) Christmas Tree Lights switch-on event

The proposed date is for Thursday 3rd December 2015. The Clerk to speak to Hollies and Northwich Town Council for tree quotations - **AP18**. Cllr. Mattinson and Cllr. Salt to speak to local businesses the Oddfellows and Bulls Head - **AP19**. Other items to consider look into include, refreshments for the children, traffic management etc. Cllr. Ravenscroft suggested for long-term the idea of planting a tree in the new year to save money over future years. Councillors to consider further ideas for this event.

The Clerk to look into costs to close the road for the event. **AP20**

10) Urgent Matters

No urgent matters were raised.

11) To receive reports from Councillors and the Parish Clerk on any recent meetings

No updates at present.

12) Date of Next Meeting

11a) The date of the next meeting is set for Monday 26th October 2015 to be held at Davenham Methodist Church at 7.15pm.

12) Closure of the Public Meeting

Part A of the meeting closed at 9.38pm.

Signed/ Dated

Chairman