

DAVENHAM PARISH COUNCIL

**Minutes of the Parish Council Meeting held on 25 January 2016
Held at Davenham Methodist Church Hall.
Public Open Forum 7.00 – 7.30pm, Council Meeting 7.30pm**

Present

Cllr. Carter (part of meeting)	Cllr. Cooper
Cllr. Hudson	Cllr. Peel (Vice Chairman)
Cllr. Mattinson (Chair)	Cllr. Ravenscroft
Cllr. Salt	Cllr. Watson
Cllr. Wood	

Parish Clerk Vicky Stock

2 members of the public

Apologies: Cllr. Helen Weltmann, Cllr. Gaynor Sinar

1) CWAC S106 Information Session

Cllr. Mattinson opened the meeting and welcomed all present.

Mark Simmons from CWAC attending the meeting to better inform councillors on S106 funds available to Davenham. Mark explained that a lot of S106 money from developers is spent on roads, footpaths and traffic lights etc. However quite often funding for Open Space/Play areas is available. CWAC has looked at all S106 monies received. S106 money has to match up legally with areas. Some 106 funding is general while others are very specific on what it can be spent on.

There are two stages of 106 money. The first is the money that CWAC have received and are just waiting for an application for this money to be spent. The second is the funding that CWAC know is coming in but has to wait for a trigger point such as the 1st house build on a development/ 1st occupation of a house/ 100th house built etc.

Davenham are entitled to apply for the following:

	Original Source of S106 Contribution	Detail of Agreement	Balance Available	S106 Agreement Reference (to be quoted on application)
1	455-459 London Road	Public Open Space Provision	£508.00	365
2	Relating to land and buildings at Green Lane, Davenham CW9 8HT	Public Art (£28,178), Open Space (£18,324) Contribution	£46,502.00	434
3	Dane Valley, Davenham (Pending)	Playing Pitch (not necessarily football pitch) – trigger is 50% before start of building and 50% on 100 th build dwelling & 5 years to spend	£51,000	A143
4	Church St, Davenham	Open Space (Trigger is on the first occupation)	£10,300	A188

Public Open Space Provision can be for the area around a Play Equipment, or a green space that needs improving.

Public Art – Can only be used for this and is not transferable.

Butcher's Stile – DPC would like to re-vamp the play equipment to include an inclusive swing - Mark advises that we could use the first two funding's towards this (Ref: 365 and 434). If we wished to wait for further funding then we could also use the £10,300 (ref. A188).

Fountain – The Fountain could be refurbished with £28,178 (Ref: 434).

Wildflower area – open space funding could be used.

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Process:

- Look at what we wish to do and create a small project plan for each.
- Investigate Costings
- Investigate what the parish could contribute
- Investigate what ward councillors could contribute
- Contact Cheshire Community Action - They have a software package which searches the internet for grants funding.
- Cheshire Community Action and CWAC can help completing the forms.

For approval, we need to explain all of the above, how it will be managed in the future/sustainability.

Mark further suggested we look into a joint project with Moulton to improve the green space between Moulton and Davenham. This will also then be useful to include on the Neighbourhood Plans.

A further rule is that we can only use 5 x S106 agreements for each Parish as some parishes receive more development than others.

Public Session

A resident brought the query regarding an article in the Northwich Guardian regarding 'No dogs allowed' signs for Laburnum Road. Cllr. Mattinson explained that the signs are actually "No dogs allowed in the play area" signs and are to be attached to the railings of the toddler play area as there have been recent incidents of dogs being in the enclosed area. There is no intention whatsoever of banning dogs from the fields.

Other issues raised included: employing a person to keep the streets tidy, dog fouling on the fields and around the village, cars parking in inappropriate areas, crossing in the village, overgrown hedges in the village and on the A556.

War Memorial trees were also enquired about. We are still waiting for information from CWAC on when the stumps are to be removed, flagstones, tree replacements etc.

The public meeting ended at 7.30pm.

2) Apologies and Declarations of Interest

Apologies for absence – None.

Declaration of Interest – Cllr. Peel re: Fountain Lane discussions.

3) Approval of Minutes

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

Proposed by Cllr. Watson. Seconded by Cllr. Cooper – all Cllrs who attended the last meeting voted and the Minutes were approved as a true record.

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

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

4) Finance and Administration

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

The Financial Report dated 4th January 2016 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>
25/01/16	ChALC	Roles & responsibilities course (14 th March) and Powers, Duties and Precept course (15 th June) – Both for the Clerk to attend	100137	60.00	0	60.00
25/01/16	ChALC	Roles & responsibilities course (14 th March) – Cllr. Mattinson to attend	100138	30.0	0	30.00
25/01/16	Vicky Stock	Clerk Salary for January 2015	100139	592.83	0	592.83

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25/01/16	Vicky Stock	Clerk Expenses for January 2015 (Allowances, Ink, Stamps, Paper, Envelopes, 1&1 website hosting)	100140	69.31	5.99	75.30
25/01/16	Play Inspection & Maintenance Services	December Inspection – Laburnum & Butcher’s Stile	100141	60.00	12	72.00
25/01/16	CWAC	Planning Application Fee for Laburnum Road Memorial Gates (50% reduced fee)	100142	97.50	0	97.50
25/01/16	Moulton Parish Council	50% of PCSO charge for financial year 2015/16.	100143	2,950.00	0	2,950.00

Proposed by Cllr. Ravenscroft. Seconded by Cllr. Peel. All Councillors voted to approve payments.

As at 31st December 2015, the reconciled Bank Balance totalled **£63,330.98** in credit.

Payments Received in December

£3,228.00 New Homes Bonus credited to DPC bank account.

4b) To approve Clerk Salary as discussed in Private and Confidential section of the meeting on Monday 4th January 2015

Cllr Mattinson explained that the Clerk salary was discussed in the last private and confidential part of the meeting (the Clerk was not present for this).

The review of the budget was agreed to be moved to Private and Confidential due to discussions concerning the Clerk’s Salary. After advise with ChALC according to roles and responsibilities it was agreed the Clerk should be on pay scale SCP23. Proposed by Cllr. Mattinson. Seconded by Cllr. Salt. All Councillor’s present approved

Further to the above, Cllr. Mattinson had intended to hold an appraisal/review with the Clerk in November, however due to Cllr. Mattinsons being unavailable due to a family bereavement this was delayed until January 2016. Cllr. Mattinson explained that the Pay increase would have occurred in November and asked Councillors to vote on whether the pay increase could be backdated to November. **Proposed by Cllr. Mattinson. Seconded by Cllr. Hudson. All Councillors present approved.**

4c) To approve the Precept amount required for 2016/2017

Budget for 2016/17 had previously been discussed at the December Finance meeting and at the meeting at the beginning of January. Councillors were presented with the latest figures which reflected a reduction in PCSO costings for the current year and confirmation of no rate changes from Northwich Town Council for grass/hedge cutting for Laburnum/Butcher’s Stile.

Overall with incomings and outgoing for the upcoming year there is a budget shortfall of £2,264.51 so as discussed at the previous meeting, £1,000 shall be drawn down from reserves and increase the precept by a smaller amount and do the same again next year to reduce the impact to residents.

Proposed 5% increase which on a band D property equates to a £1.09 a rise to home owners. There has been no increase in precept since financial year 2013-14.

Proposed by Cllr. Mattinson. Seconded by Cllr. Peel. All councillors present agreed 5% increase on the precept for Davenham.

4d) To review and approve the comments for the New Homes Bonus Consultation

Cllr. Watson had completed the form on behalf of Davenham Parish Council and a copy given to Councillors to review in the meeting.

Cllr. Cooper had heard that the New Homes Bonus had been changed centrally so if a planning application was approved on appeal the village would no longer receive the New Homes Bonus. In this had been the case to-date we would not have received any new homes bonus at all with all Davenham’s recent planning applications being approved on appeal.

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Cllr. Wood said that somewhere down the line we need to object to this new piece of news. DPC fight to protect the village which then goes to appeal. The money we receive is very small anyway and to deprive the villages of this for all the hardship is a disgrace. Cllr. Cooper said this has come from central government and so CWAC are now having to find ways of dealing with this. Cllr. Mattinson would like to find out more information before writing.
AP1

5. Planning and Highways Matters

a) Applications Received for Consultation:				
Item No.	Application No	Proposal	Location	Comments by:
1.	15/05070/LBC	Repairs to small lock swing bridge and associated works	Vale Royal Locks, Davenham	13 th Jan 2015 (submitted)
2.	16/00030/LBC	Remove cement render from side elevations, re-render with lime/sand render and paint with mineral based paint.	Vale Royal Locks, Davenham	2 nd February 2016 (submitted)
3.	15/04547/FUL	Single Storey Side extension, including remodelling of existing community theatre and demolition of part of existing extension (Amended Plans)	Davenham and Sandiway Players, London Road, Davenham	26 th January 2016 (submitted)

b) CWAC Planning Decisions:				
Item No.	Application No	Proposal	Location	Decision
1.	14/02349/FUL Appeal Ref: APP/A0665/W/15/3005148	The development proposed is the erection of 16 houses (two will be affordable homes) and 4 affordable apartments, widening of part of the existing access road, creation of a pedestrian access link to the public footpath to the west of the site, works to the frontage wall flanking Church Street, and the creation of informal open space, new tree/hedgerow planting and car parking and manoeuvring areas.	Land adjacent to 28 Church Street, Davenham, Cheshire CW9 8NE	Approved

Councillors felt the Church Street decision again makes a mockery out of local planning officers, Local Plan and Neighbourhood Plans and now comes down to the decision of one person, the Inspector.

Councillors felt that the MP, Planning Inspectorate should be written to again to voice our disapproval and disgust. ChALC and Rural England also need to be written to, to see if they can do something on behalf of all Parish Councils. **AP2**

It would also be beneficial to speak to Nial Cassleden again at CWAC. **AP3**

Cllr. Peel met with Davenham Hall management to see how things were going with recent extensions and to see if they are being met sympathetically with the historical building. Cllr. Peel was impressed by the standard and care taken. The footprint of the original building is retained. There is only one application that will slightly change the footprint of the hall but Cllr. Peel again feels that this will be done to the same high standard.

There is a planning application that has remained dormant and the footings are there to retain this application for 12 further bedrooms however Davenham Hall have no intension in the foreseeable future of doing anything with this.

5c) Neighbourhood Plan

The S.E.A should now have come to an end and Cllr. Salt is to speak to CWAC tomorrow.

5d) Community Building

No further information to report.

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5e) Local Plan Part 2

A call for sites for Part 2 of the Local Plan has highlighted further potential development land in Moulton and Bostock (some of which neighbour onto Davenham). No further status as yet. This is the first stage for CWAC to ask people to come forward with potential land for development. Davenham's experience with the SHLAA seemed to highlight Davenham to developers. The British Legion site in Davenham was also on the list. Cllr Mattinson said that these may have come from 2013 and may not be based on recent discussions.

5f) Fountain Lane – Flooding Assessment

Cllr. Peel (interest declared) asked Councillors to consider looking into getting our own independent flooding assessment on the Fountain Lane land. The area is prone to flooding and if a development is not done properly this will exasperate the problem. Cllr. Wood said the whole area does have a drainage problem. Cllr. Hudson said that surely the development would have to sort these issues out. Cllr. Wood said in his experience SWAILS are used and maybe to challenge any developer we would need to have information to arm us.

Cllr. Watson said we would have no right to investigate land belonging to someone else. Cllr. Wood said the Council could call for an independent study (paid for by a developer).

It was decided that the above would be discussed further after more information is gathered.

6) Parish Council Managed Assets and Maintenance

6a) Laburnum Road /Butchers Stile (including drainage)

The Clerk had received a copy of the proposal and costings for the extension to the drainage at Laburnum Road. This is simply a starting point and DPC would need to gather further information/quotations. We also would require the same for Butchers Stile. Cllr Hudson will look further into this and report back. **AP4**

6b) Cricket Club Lease meeting update

After a recent meeting between Cllr. Salt, Cllr. Mattinson and Davenham Cricket Club (DCC), the Cricket Club asked if the lease could be extended to a 25 year rolling lease. The Cricket Club have been applying for grants at recently and have discovered they need security of tenure to be able to apply for capital funding grants. They need at least a 15 year lease but one grant requires a 25 year lease. Basically the Cricket Club do not feel very secure and feel concerned that we may in the future ask them to leave Butcher's Stile. The issue to ever ask the Cricket Club to leave the field has never been discussed within the Parish Council and it may be that the Cricket Club feels this way in light of the recent enquiries regarding a village hall and the lack of land/space in the village to build one

The lease is currently for a 28-year term from 1st January 2001 which gives DCC 13 years left on the lease which is causing problems when applying for grants (usually minimum 15 year lease required but some bigger grants require a 25 year rolling lease

Councillors after discussion were all happy to try and give some flexibility with the lease and therefore suggest the full council consider a 25/28 year lease from now reviewed annually. If rental amounts are agreed at the end of the year then DCC get an additional year on the lease. However after legal advice the Solicitor said that it was a very unusual proposal as the purpose is for the lease to decrease over time. The Solicitor suggested drawing up a longer lease (40 years for example) but include a break clause whereby DPC could decide to terminate the lease at that point should they need to. This would still give the Cricket Club security of tenure and maybe the break would have to be at least every 15 years to help with the Cricket Club with grant applications.

Cllr. Mattinson and Cllr. Salt to arrange a meeting with the Cricket Club to further discuss the above. **AP5**

6c) Notice board for Jack Lane update

The notice board has been refurbished Cllr. Carter just needs to sort out the posts.

6d) Memorial Gate Update – Laburnum Road

The Planning Application for the Memorial Gates for Laburnum Road has now gone in to Cheshire West and Chester. Some future thought needs to be given to the facility to lock the gates if required.

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6e) Defibrillator Update

Cllr. Carter said the Defibrillator will be in place by the end of the week.

7) Standing Orders (for review)

Councillors were asked to re-read through the Standing Orders for Davenham Parish Council and to suggest any amendments. No suggestions were given. The Clerk has received a model set of standing orders from ChALC – The Clerk and Cllr. Salt will go through these to make sure we are not missing anything important from our current Standing Orders. **AP6**

8) Correspondence received

8a) To review Correspondence

- An email was received from a resident regarding opening up the hardstanding on Laburnum Road for parking in the village. After a longstanding history with Laburnum Road residents and the council, it was agreed that the hardstanding would not be used for general parking. The Bowling Club have to ask permission to use the hardstanding for special events and is only used for maintenance vehicles at other times. Laburnum Road is a private road. Residents contributed to the re-surfacing of the road. DPC and The Bowling Club have a legal access to their property. DPC use this for maintenance vehicles. The area is a very small area and cannot fit many cars as it is. It was argued that for residents at the other end of the village parking is a problem if they wish to attend the park. Laburnum Road residents have issues with parking etc as it is and to encourage more traffic down such a small road would be problematic. Cllr. Carter said that the gate in Laburnum Road is locked using a general use key so it is available for disabled access if required. There was a concern that if the gates were open constantly then other people would park there all the time as there is a general lack of village parking. There would be an oversubscription of the hardstanding and then result in cars reversing out and going over pavements/grass etc. It could prove more dangerous in some respects. It was also argued that parking on London Road and getting a child out on a busy road was also dangerous. The most the hardstanding could contain would be 10 cars and therefore would not have a huge impact to ease the parking problem. In the past it consideration was given to getting Laburnum Road adopted but a turning head would be required which would use all the hardstanding and some of the field so this was out of the question. In conclusion it was decided that there was no appetite to open up the hardstanding for general use at present as the situation is too complex.
- An email was received informing Councillors of a meeting to be held on Tuesday 9th Feb in Frodsham to raise any policing matters with John Dwyer (Police and Crime Commissioner for Cheshire). Cllr. Peel to attend.
- An email was sent from CWAC informing the Council that a new bus shelter (opposite Bargain Booze) will be installed w/c 22nd February 2015.
- An invite was received to attend the rural Crime Conference on Monday 29th February.
- An email was received regarding the War Memorial Trees with suggestions for replacement trees. Suggestions included Holly, Yew or Evergreen. CWAC had suggested Columnar Oak but that was though by Councillors to be too large for the area. The issue regarding the trees being Commemorative Trees has not been clarified at present but a suggestion was made (in the email) to make this a commemorative event involving school children. In conclusion it was suggested it would be a good idea to invite residents to attend the February meeting with suggestions and hopefully get a representative from CWAC to attend and agree this at the same time. The paving around the memorial is also an issue and Cllr Mattinson said it may be best to take a bit longer on this project and see if we could get the whole area revamped by CWAC.

9) Urgent Matters

Mount Pleasant Road - the grass verges are in a bad state due to vehicles churning them up by mounting the pavement. Tarmacking these verges would make the area look better and the curbs also need attention. **AP7**

10) Date of Next Meeting

10a) The date of the next meeting is set for Monday 29th February to be held at Davenham Methodist Church at 7.15pm.

11) Closure of the Public Meeting

Part A of the meeting closed at 9.21pm.