

# DAVENHAM PARISH COUNCIL

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**Minutes of the Parish Council Meeting held on 25<sup>th</sup> April 2016  
Held at Davenham Methodist Church Hall.  
Public Open Forum 7.15 – 7.30pm, Council Meeting 7.30pm**

**Present** Cllr. Hudson Cllr. Mattinson (Chair)  
Cllr. Peel (Vice-Chair)  
Cllr. Ravenscroft Cllr. Salt  
Cllr. Watson Cllr. Wood

Parish Clerk Vicky Stock

Helen Weltman (Ward Councillor - CWAC)  
Gina Bebbington (Northwich Guardian)  
2 members of the public

**Apologies:** Cllr. Cooper and Cllr. Carter

## 1) Public Session

Cllr. Mattinson opened the meeting and welcomed all present.

### Proposed Wine Bar – London Road

Two members of the public attended the meeting to express concern over plans for a Wine Bar on London road in the premises that used to be First impressions Hairdressers. The residents were concerned over parking, late opening hours, waste collection deliveries etc. on such a busy part of the road. The proposed opening hours are 9am - 11pm, 7 days a week to include a bed and breakfast. This would impact on the residents in that area considerably. DPC had not yet been officially informed of this proposed application and this was the first Councillors or the clerk had heard of this. DPC will chase CWAC to see why we haven't received this application yet and will comment accordingly as soon as this is received. The clerk will also send an email out to residents inviting them to comment directly.

The public meeting ended at 7.32pm.

## 2) Apologies and Declarations of Interest

Apologies for absence – Cllr. Cooper (maternity leave), Cllr. Carter (work commitments)

## 3) Approval of Minutes

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

Slight word correction on Page 2.

Proposed by Cllr. Watson. Seconded by Cllr. Wood – 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.

Action list re-capped on. Two items outstanding – councillors to refer to Action Log.

## 4) Finance and Administration

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

The Financial Report dated 4<sup>th</sup> January 2016 was approved. Cllrs approved the payments as follows:

As at 29<sup>th</sup> February 2016, the reconciled Bank Balance totalled **£56,664.35** in credit.

As at 31<sup>st</sup> March 2016, the reconciled Bank Balance totalled **£47,803.73** in credit.

### Payments Received in March

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£155.00 – Davenham Athletic FC – rental fee.

## Payments for Approval for March 2016

DATE	PAYEE	DETAILS	CHQ No	NET £	VAT £	GROSS £	NOTE
30/03/16	Cheshire Community Action	Neighbourhood Plan Support (Cheque already raised due to payment terms)	100157	2794.50	0.00	2794.50	From Grant funding
30/03/16	Cheshire West and Chester	Cost of completing an automatic traffic survey on London Road, Davenham	100158	250.00	50.00	300.00	From Grant funding
30/03/16	Cheshire West and Chester	Cost of completing a Traffic Survey on Hartford Road, Davenham	100159	250.00	50.00	300.00	From Grant funding
30/03/16	Keith Jolley	Tending of garden and mowing of grass at Fountain Lane between 1 <sup>st</sup> April 2015 – 31st Mach 2016	100160	150.00	0	150.00	
30/03/16	Mid-Cheshire Footpath Society	Subscription 2016-2017	100161	8.00	0	8.00	
30/03/16	UK Mailing Ltd	Printing of Newsletter and Questionnaires for Neighbourhood Plan	100162	226.95	0.00	226.95	From Grant funding
30/03/16	Suddenstrike	Moles on Laburnum Rd field – set-trap and follow-up inspection	100163	79.50	15.9	95.40	
30/03/16	ChALC	Cheshire Association of Local Council's Affiliation Fee 2016-2017	100164	809.90	0	809.90	
30/03/16	Cheshire Community Action Group	Community Pride Competition Entry	100165	50.00	0	50.00	
30/03/16	Play Inspection and Maintenance Services	Bark topping up at Laburnum Park Play area	100166	1614.00	322.80	1936.80	
30/03/16	Vicky Stock	Clerk Salary for March 2016	100168	620.10	0	620.10	
30/03/16	HMRC	Clerk Tax and NI (Jan-Mar 2016)	100169	390.80	0	390.80	
30/03/16	Vicky Stock	Clerk Expenses for March 2016	100171	63.42	1.75	65.17	
30/03/16	Cheshire Community Development Trust	Payroll Services April 2015 – March 2016	100172	140.00	28.00	168.00	
30/03/16	Davenham Athletic FC	DPC - Grant Award 2016	100173	100.00	0	100.00	
30/03/16	Davenham Bowling Club	DPC - Grant Award 2016	100174	100.00	0	100.00	
30/03/16	Davenham Cricket Club	DPC - Grant Award 2016	100175	100.00	0	100.00	
30/03/16	Davenham Junior Football Club	DPC - Grant Award 2016	100176	150.00	0	150.00	
30/03/16	Davenham WI	DPC - Grant Award 2016	100177	50.00	0	50.00	
30/03/16	1 <sup>st</sup> Rainbows	DPC - Grant Award 2016	100178	50.00	0	50.00	
30/03/16	1 <sup>st</sup> Davenham Scouts –	DPC - Grant Award 2016 (Beavers £100, Cubs £150, Scouts £150)	100179	400.00	0	400.00	
30/03/16	Davenham Methodist Church	DPC - Grant Award 2016	100180	50.00	0	50.00	

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30/03/16	Davenham Players	DPC - Grant Award 2016	100181	100.00	0	100.00	
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## Payments for Approval for April 2016

25/04/16	RTPI (Chartered Town Planner)	Health Check of developing Davenham and Whatcroft Neighbourhood Plan	100182	650.00	0	650.00	From Grant funding
25/04/16	Vicky Stock	Clerk Expenses for April 2016 (includes 1&1 website hosting charge for the period 07/04/16-07/07/16)	100183	69.56	7.24	76.80	
25/04/16	Cheshire Community Action Group	Membership to year ending March 2017	100184	50.00	0	50.00	
25/04/16	Vicky Stock	Clerk Salary – To be discussed in P&C – Sick leave/pay to be discussed	100185	620.10	0	620.10	
25/04/16	Groundwork	Grant surplus repayment	100186	580.15	0	580.15	From Grant funding

**Proposed by Cllr. Watson. Seconded by Cllr. Wood. All Councillors voted to approve payments.**

Cllr. Ravenscroft would like a summary of services ChALC have given to us this over the last year to determine value for money. **AP1.**

## 5. Planning and Highways Matters

### a) Applications Received for Consultation:

Item No.	Application No	Proposal	Location	Comments by:
1.	16/00438/FUL	Two storey side extension and single storey side/rear extensions	205 Hartford Road Davenham Northwich Cheshire CW9 8JP	15 <sup>th</sup> March 2016 (Comments Submitted)
2.	16/00770/FUL	Erection of detached single storey stable building - amendment to application 15/04175/FUL	Whatcroft Hall Whatcroft Hall Lane Davenham Northwich	15 <sup>th</sup> March 2016 (Comments Submitted)
3.	16/00314/FUL	Replacement memorial gates and fencing	Playing Field Laburnum Road Davenham Northwich Cheshire	25 <sup>th</sup> March 2016 (No comments made as interest declared by all Councillors)
4.	16/00708/FUL	Side extension, hip to gable roof build up and dormer windows to front.	26 Green Lane Davenham Northwich Cheshire CW9 8HY	28 <sup>th</sup> March 2016 (comments submitted)
5.	16/00772/FUL	Single storey rear and infill extension, flat roof garage, glazed front entrance and alterations including new windows, facing material finishes and landscaping	670 London Road Davenham Northwich CW9 8LG	31 <sup>st</sup> March 2016 (comments submitted)
6.	16/01449/CAT	T1 Pine Tree to reduce height by approx 2 - 3	570 London	27 <sup>th</sup> April 2016

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		metres, T2 Ash Tree to be felled, T3 Horse Chestnut to be crowned by approx 2.5 - 3 metres and T4 Horse Chestnut to be felled	Road Davenham	
7.	16/01245/FUL	Two storey side extension to form additional living accommodation. Demolition of existing timber garage Erection of new timber/concrete garage Erection of new timber summerhouse	15 Jack Lane Davenham Northwich CW9 8LA	5 <sup>th</sup> May 2016

## b) CWAC Planning Decisions:

Item No.	Application No	Proposal	Location	Decision
1.	16/00189/FUL	Two storey side and single storey rear extensions with internal alterations	28 Prospect Drive, CW9 8JS	Approval
2.	15/04547/FUL	Single storey extension to side, including remodelling of existing community theatre and demolition of part of existing extension.	59 Church St, CW9 8NF	Approval
3.	16/00708/FUL	Side extension, hip to gable roof build up and dormer windows to front.	26 Green Lane, Davenham, CW9 8HY	Approval
4.	16/00770/FUL	Erection of detached single storey stable building - amendment to application 15/04175/FUL	Whatcroft Hall Whatcroft Hall Lane, Davenham, CW9 7SQ	Approval

## 5c) Neighbourhood Plan Update

The Neighbourhood Plan for Davenham and Whatcroft has gone out for public consultation. Paper copies can be collected from the clerk or various businesses in the village (spar, post office etc.). The period for comments will be open for 6 weeks from Friday 25<sup>th</sup> March until 10<sup>th</sup> May. Comments back so far have been very positive. Not many hard copies have been collected from the various local shops. The clerk to send out an email reminder to residents **AP2**

## 5d) Community Building

No update at present. This is still an urgent matter and even more so since Brownies and Rainbows soon will not be able to use the primary school as a base, once Mr Hilditch, the current Headmaster, retires. Cllr. Mattinson will speak to Church again asking if there is any news on the Church Hall/whether there is any scope for us to help. The hall is not viable to repair as the damage was so extensive. From what we gather, the only option is for the Church Hall to be demolished down but there is no further news on this from the Church. Cllr. Mattinson will also speak to the British Legion to see if there is anything further we can do there. **AP3**

## 5e) Bovis/Milne Homes – To discuss the Heavy Goods Vehicles travelling through Davenham village and other issues relating to the Moulton developments.

Over Easter, complaints rose sharply with regards to HGV's travelling through Davenham village instead of using the A553. Jack Lane and London Road residents have been the worst affected. The PCSO's have been informed as have Cheshire West and Chester. Residents are encouraged to log registration numbers of HGV's and take photographs when possible to use as evidence. The clerk is passing all evidence over to the PCSO and to the Enforcement team at CWAC. The clerk will email residents asking them to help with this **AP4**.

In addition it was noted that when the petrol tankers visit the Spar, the Spar close the forecourt to traffic using cones. With the garage being blocked off this does help with the petrol lorries but really the same should happen with delivery lorries as they end up blocking the road and some even turn using Fulton Close junction and mount the pavements which is dangerous. There is enough room on the forecourt for this if the Spar block off the garage as they do with the petrol tankers. Cllr. Mattinson and Cllr. Salt will arrange a meeting with the Manager of the Spar to try and see if this could happen. **AP5**

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## **6) Polling Stations**

### **6a) To discuss/review the use of the school for future elections (although overall this is a CWAC decision)**

This year there are two elections close together (Police Crime Commissioner and European Election). School will be closing on these two days to safeguard the children. This has caused some problems with school parents due to childcare. All polling stations have been decided for 2016 and this cannot be changed, however a review of Polling Stations is due in October 2016. Helen Weltman will contact the parish council as soon the details are through for us to comment and put other venues forward. This may not change anything but we can make our views known. Cllr. Mattinson will speak to John Durston (Davenham Methodist Church) to see if the Methodist Church would be an option to put forward as a polling station. **AP6**

## **7) Davenham Post Office**

### **7a) To discuss the proposed Post Office move (by Royal Mail).**

A proposal has been issued for Royal Mail to move the post office from the newsagents to the Spar. Parish council/residents can comment on the consultation. The post office hours are to be extended but the opening hours of the Spar remain the same. It seems however that the village will sadly lose another business that has been there for a very long time.

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

### **8a) Laburnum Road /Butchers Stile (including drainage)**

#### **Laburnum Road damage**

The damage to Laburnum Road field (by a CWAC van) has been repaired but not at all to a sufficient standard. The clerk has expressed to CWAC that we are not happy with the quality of work carried out and CWAC are still to come back and inspect the work. The clerk will speak again to CWAC to organise a firm date when either the clerk, Cllr. Wood or Cllr. Mattinson can also be there on site. If this is not done soon to a satisfactory standard soon then we must consider getting our own contractors in and re-charging CWAC. **AP7**

#### **Drainage quotation**

Cllr. Hudson has contacted three further contractors, two of which have declined to quote for the work. We will then have 2 drainage work quotations but Cllr. Hudson is struggling to find a third contractor to quote. Cllr. Watson will forward some further details to Cllr. Hudson **AP8**

#### **Tree Quotations**

Further to quotations given at the last meeting for three trees on the Butcher's Stile (Cricket Club), Cllr. Ravenscroft confirmed that all the trees were the responsibility of Davenham Parish Council.

#### **Daffodils**

Cllr. Ravenscroft reported that the Daffodil bulbs planted on Laburnum Road at the end of last year, have been a success. He would like to get the school involved with further planting again in the autumn. It would be good to consider other areas in the village to plant some bulbs. Cllr. Ravenscroft will also look to buy a rooted Christmas tree and plants for spring tubs.

#### **Stumps at the War Memorial**

The stumps have finally been removed. We now wait to see what CWAC will do about the paving and when the trees will be replanted. Cllr. Weltman will ask for further advice from CWAC on the paving. DPC have suggestions from residents that Simon Kimber from CWAC is aware of, however this is in the hands of CWAC at present.

### **8b) Cricket Club Lease**

No further update now. The cricket Club will contact us if they require any amendments to the lease.

### **8c) Memorial Gate Update – Laburnum Road**

The Planning Application has now been approved. Drawings and Specifications are in place. Cllr. Wood has a list of contractors for the gates.

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Cllr. Wood asked councillors to approve £380 for Structural engineering survey. Proposed by Cllr. Watson. Seconded by Cllr. Wood. All councillors approved. This amount may need to be paid before the next Parish Council meeting.

## 9) Correspondence received

### 9a) To review Correspondence

- County Landscape Development sent an email in response to our reporting the condition of the path on Laburnum Road. They said they have no further responsibility for the path and the path is firm at present. Davenham Parish Council will have to consider whether we accept this as County Landscapes have been out to the path several times in the past. There are no problems again at present but we will continue to monitor the condition of the path.
- An email was received from a resident enquiring whether or not a Davenham village entry sign could be added to Jack Lane to identify the boundary with Moulton. Cllr. Mattinson noticed that there are actually two signs near to Peckmill roundabout. The Clerk will ask CWAC if one of the signs can be re-located to Jack Lane. **AP9**
- An email was received from a resident asking Davenham Parish Council to consider creating a local by-law to prevent parking and driving on grass verges in Mount Pleasant Road. Cllr. Weltman said CWAC are currently working on a policy at present which needs to be passed (over the next 2 months hopefully) and Cllr. Weltman will keep us updated. DPC have complained about the verges many times. The clerk will speak to CWAC to see if anything further can be done and for them to tarmac certain areas with help from the Ward Councillor's budget and to be potentially part funded by DPC, CWAC and possibly even Weaver Vale. **AP10**
- An email was received from the Cricket Club asking if Butcher's Stile field could be used on Tuesday evenings for Under 7's and Under 9's practice. All councillors agreed that this would be fine provided only soft balls were used.
- An email was received from CWAC re: Love your Streets project – asking for DPC to consider any areas that CWAC can get involved in on a voluntary basis (litter hotspots, tidy up of shrubbed areas etc). Councillors are asked to have a think and let the clerk know of any ideas.
- CWAC wrote to say that they were looking for ideas to improve footpaths, bridleways and cycle path. Cllr. Watson will complete the survey on behalf of the council. **AP11**
- An email was sent from CWAC re: Parish Sport Facility Survey – Cllr. Hudson will complete this on behalf of DPC. **AP12.**
- Emails were received from residents regarding the Bovis/Milne HGV's travelling through the village. The clerk to email residents asking them to note vehicle registration numbers and to take photographs to use as evidence. These will then be passed to the PCSO and CWAC Enforcement Team. **AP4**
- Emails were received from Historic England who have been considering whether the War Memorial should be added to the List of Buildings of Special Architectural or Historic Interest as part of their response to the centenary of the First World War. The clerk will further look at the report sent and feedback to the council. **AP13**
- An email was received from Weavervale re: a high hedge on Butcher's Stile asking if we could get this cut at the same time as the other hedges. The hedge was left higher to prevent balls from going over. We need to meet with Weavervale to confirm that the hedge is the correct section before cutting. Councillors are happy to go ahead with this. The hedge cutting however will be later in the year due to nesting birds.
- An email was received from a resident regarding a problem along Hartford Road concerning a bus that could not get past due to inconsiderate driving. The clerk will speak to CWAC to see if they can do something to prevent cars parking near the junction at the Oddfellows (a bollard or similar) to help with this problem. **AP14**

## 10) Davenham Educational Foundation Trust

### 10a) To further discuss the letter received from Davenham Educational Trust.

Davenham Parish Council sent a letter earlier in the year registering our interest in financial assistance from Davenham Educational Trust. Davenham Educational Trust have responded asking us to outline the specific items of equipment we need, the cost involved and what plans the Parish Council has for their maintenance and insurance. The clerk will begin to gather quotations for play equipment on Butcher's Stile field and respond back to Davenham Educational Trust in due course. **AP15**

## 11) Urgent Matters

- A resident has noted that the advertising Heineken signs are not in keeping with the conservation area.
- A resident also complained about the loud music at Bulls Head. This has been passed on to CWAC to look into.

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## **12) Date of Next Meeting**

**12a)** The date of the next meeting is set for Monday 23<sup>rd</sup> May to be held at Davenham Methodist Church at 7.00pm.

## **13) Closure of the Public Meeting**

**Part A of the meeting closed at 9.30pm.**

Signed/ Dated

Chairman