

DAVENHAM PARISH COUNCIL

Minutes of the Annual Council Meeting held on 23rd May 2016 at Davenham Methodist Church Hall, commencing at 7.50 pm on completion of the Annual Parish Meeting.

Present

Cllr. Carter	Cllr. Cooper
Cllr. Hudson	Cllr. Mattinson
Cllr. Peel	Cllr. Ravenscroft
Cllr. Salt	Cllr. Watson
Cllr. Wood	

Parish Clerk Vicky Stock

Helen Weltman (CWAC Councillor)

PCSO Danny Blake

3 members of the public

Absent None

1) Apologies and Declarations of Interest

No apologies of absence. Declarations of Interest with regards to expense payments for Cllr. Ravenscroft and Cllr. Salt.

2) Approval of Minutes

2a) To review and approve the Minutes of the previous Annual Council Meeting held on 11th May 2015

Amendments to attendees. All councillors who attended the last meeting voted and the Minutes were approved as a true record.

3) To appoint the Chair for 2016/17 and to receive the Chairs Declaration of Acceptance of Office.

Cllr Mattinson was proposed as Chairman by Cllr Ravenscroft. This was seconded by Cllr Wood. All Cllrs voted in favour and the motion was unanimous. Cllr Mattinson was elected as Chair for 2016/17 and signed the Declaration of Acceptance of Office.

Cllr Mattinson took the Chair.

4) To appoint the Vice Chair for 2016/17 and to receive the Vice Chairs Declaration of Acceptance of Office.

Cllr Watson was proposed as Vice Chairman by Cllr Mattinson. This was seconded by Cllr Wood. All Cllrs voted in favour and the motion was unanimous. Cllr Watson was elected as Vice Chairman for 2016/17 and signed the Declaration of Acceptance of Office.

5) PCSO Update

The PCSO provided a report which included the following:

- A drive –off at the Spar garage
- Suspicious behaviour at the Oaks (flats) – no evidence seen
- Burglary Hartford Road – believe that were looking for car keys. Please everyone keep keys hidden.
- Jack Lane/Milne – A white transit van suspicious behaviour
- Suspicious activity at a house. Stranger at the back door apparently selling windows.
- Passport found in back garden
- Hartford Road suspicious vehicle but all in order
- Davenham by-pass expensive bike found- probably stolen.
- HGV's – The PCSO's have visited both sites and hopefully this will all improve but they will continue to monitor the area.

DAVENHAM PARISH COUNCIL

6a) To appoint Members to Committees and Working Groups.

The following Appointments were agreed:-

Planning Sub Committee	Cllrs Wood, Peel, Watson, Carter.
Finance Committee	Cllrs Peel, Ravenscroft, Mattinson, Salt, Cooper. The Clerk will also attend Finance meetings.
Maintenance Working Group (formerly Playing Fields, Gardens, Paths and Trees Working Group)	Cllrs Carter, Ravenscroft and Watson.
Special Projects Working Group	Cllrs. Hudson, Salt and Peel,
Newsletter and Web Site Working Group	Cllrs. Cooper, Salt and Mattinson.
Neighbourhood Plan Working Group	Cllrs. Mattinson, Peel, Salt, Watson and Wood.
MADSAG (currently inactive)	To be appointed if Group reforms. To be discussed at the Joint Parish Council meeting with Moulton.
Trustees to the Welcome Home Fund	Cllr. Wood.
Minosus Liaison Panel (Salt mines)	Cllrs. Watson and Wood.
CWAC Area Meetings	Cllrs. Watson, Peel plus any other Cllr
Manchester Airport Parish Councils Liaison Group	Cllrs. Carter and Wood.
Traffic Management Working Group	To be appointed once the Neighbourhood Plan is complete.
Children's Education Foundation Trust	Cllr. Carter
Carnival Committee	Cllr. Mattinson
Personnel Committee	Cllrs Mattinson, Salt and Ravenscroft

7) To review the following council documents:

- Standing Orders (currently being updated and then will be fully reviewed by the full council)
- Financial Regulations (Fairly standard, a few amendments need to be made. Please comment direct to the clerk with any amendments. This will then be fully reviewed at a future meeting)
- Insurance Schedule (All councillors to double check that they are happy with the current schedule before new quotations are received at the end of the year).

8) To approve the Financial Report and Monies for payment

As at 30th April 2016, the reconciled Bank Balance totalled **£71,498.98** credit.

Payments Received in April

Precept received - £25,671.51.
Refunds from land registry £26.00

Payments Received In May

Rent payment from Davenham Cricket Club - £732.45

Payments for Approval May 2016

DATE	PAYEE	DETAILS	CHQ No	NET £	VAT £	GROSS £
23/05/16	UK Mailing Ltd	Printing of 300 Neighbourhood Plan documents	100187	1326.00	0.00	1326.00
23/05/16	Northwich Town Council	Grass Cutting April 2016 for Laburnum and Butcher's Stile	100188	245.00	49.00	294.00
23/05/16	Playsafety Limited	Annual Inspection- Butcher's Stile and	100189	133.00	26.60	159.60

DAVENHAM PARISH COUNCIL

		Laburnum Road				
23/05/16	Cath Salt	Expenses – Stationery, Postage of Neighbourhood Plan for consultation and forms to Land registry.	100190	42.86	0.00	42.86
23/05/16	Paul Hickson	Brushes & Hammerite to paint village entry signs	100191	12.31	3.08	15.39
23/05/16	Vicky Stock	Clerk Salary (May 2016)	100192	620.10	0	620.10
23/05/16	Vicky Stock	Clerk Expenses (May 2016)	100193	42.83	1.25	44.08
23/05/16	ICO	Data Protection Registration 2016-2017	100194	35.00	0.00	35.00
23/05/16	Davenham Royal British Legion	Re-issue of Chq no. 100123 for donation towards catering for the remembrance service.	100195	50.00	0	50.00
23/05/16	David Ravenscroft	Expenses – Compost and Plants for village tubs	100196	36.00	9.00	45.00

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

5. Planning and Highways Matters

a) Applications Received for Consultation:

Item No.	Application No	Proposal	Location	Comments by:
1.	16/01622/FUL	Change of use of hairdressers to winebar with 2 bed & breakfast rooms above.	500-502 London Road Davenham Northwich Cheshire	17 th May 2016 (DPC Comments Submitted)
	16/01646/TEL	Proposed 4G (fourth generation) upgrade to existing equipment	Telecommunications Mast Adjacent A556 Shurlach Road Davenham Northwich	17 th May 2016 (DPC Comments Submitted)

b) CWAC Planning Decisions:

Item No.	Application No	Proposal	Location	Decision
1.	16/00438/FUL	Two storey side extension and single storey side/rear extensions	205 Hartford Road Davenham Northwich Cheshire CW9 8JP	Approved

9) Parish Council managed Assets and Maintenance

9a) Laburnum Road or Butcher's Stile

The damage on Laburnum Road has still not been repaired to a satisfactory standard and despite requests to meet with the clerk and / or councillors CWAC have still not meet with us. Cllr. Weltmann will speak to CWAC on our behalf.

9b) Memorial Gate update – Laburnum Road

In addition to planning permission and a structural engineer, we now have a list of potential contractors for the work.

DAVENHAM PARISH COUNCIL

10) Correspondence received

10a) To review Correspondence

- An email was received from Davenham Athletic who have not been able to use Butcher's Stile field since November and this has been at a considerable financial cost when hiring other pitches. Cllrs were very disappointed to hear that a local team feel unable to play on the local pitch. £155 is still outstanding as rent payment and councillors felt that this fee should be waived. We are looking at drainage costs so perhaps the football club will feel able to return in the future. **Proposed by Cllr. Mattinson. Seconded by Cllr. Carter. All approved.**
- A letter was received from John Dwyer former Crime Commissioner for Cheshire re: 20mph enforcement. The letter we felt did not really answer our original letter so the clerk will write to the new Crime Commissioner. **AP1**
- A Letter was received from Mr and Mrs Betts thanking the council for its work on the Neighbourhood Plan.
- Davenham Players, Davenham Methodist Church and the Cricket Club wrote to thank the council for the grant money received.
- An email was received from Davenham Bowling Club asking for permission to use the hardstanding on certain dates. All councillors agreed with this.

11) Urgent Matters

- A competition was held at the primary school asking for children to design some anti-fouling posters. We would like to make these posters into signs to put up around the village Cllr. Salt has received a quotation from Simply Signs of £26.50 each. **Proposed by Cllr. Mattinson. Seconded by Cllr. Carter. All approved.**

12) Date of Next Meeting

12a) The date of the next meeting is Monday 27th June to be held at Davenham Methodist Church at 7.15pm.

13) Closure of the Public Meeting

The meeting closed at 8.35pm.

Signed/ Dated

Chairman