

# DAVENHAM PARISH COUNCIL

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

**Present**

Cllr. Peel  
Cllr. Mattinson (Chair)  
Cllr. Ravenscroft  
Cllr. Wood

Parish Clerk Vicky Stock

0 members of the public

**Apologies:**

Cllr. Hudson, Cllr. Carter, Cllr. Salt, Cllr. Cooper, Cllr Watson

## 1) Public Session

Cllr. Mattinson opened the meeting and welcomed all present.

There were no members of the public present.

The public meeting ended at 7.30pm.

## 2) PCSO Report

PCSO not present at the meeting.

## 3) Apologies and Declarations of Interest

Apologies for absence Cllr. Carter, Cllr. Hudson, Cllr. Salt, Cllr. Watson (holiday commitment). Cllr. Cooper (childcare). No declarations of interest.

## 4) Approval of Minutes

### 4a) To review and approve the Minutes of the previous Parish Council Meeting

**Parish Council Meeting Minutes (27<sup>th</sup> June 2016).** Amendment – Page 3, 6c Neighbourhood Plan Update “NPIERS” report not “Napiers”. **Proposed by Cllr. Mattinson. Seconded by Cllr. Peel. Approved by all Councillors present.**

### 4b) Recap and update on Actions from previous minutes.

Action list re-capped on. Some items outstanding/on-going.

**School/other premises to submit for recommendation for use as a Polling Station for future elections when CWAC review locations in October.**

- The Methodist church has been approached. They would require more information before wishing to be put forward for use as a polling station as the hall is in full use and other business owners such as Slimming World and Weight Watchers also use the hall and could lose a day's earnings.
- Other premises to contact for consideration will be the Cricket Club (not ideal due to parking issues) and the British Legion (however this houses the after school club).

## 5) Finance and Administration

### 5a) To approve the Financial Report and Monies for payment

The Financial Report dated 25<sup>th</sup> July 2016 was approved. Cllrs approved the payments as follows:

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## Payments for Approval for July 2016

DATE	PAYEE	DETAILS	CHQ No	NET £	VAT £	GROSS £	Comment
23/05/16	Land Registry	Green Space Consultation	DIRECT DEBIT	9.00	0	9.00	
01/06/16	Land Registry	Green Space Consultation	DIRECT DEBIT	3.00	0	3.00	
25/07/16	Northwich Town Council	Grass Cutting June 2016 for Butcher's Stile and Laburnum	100202	245.00	49	294.00	
25/07/16	K. Isaacs (SmartWheellie)	Black/Yellow Door Stickers (No cold callers stickers) x 100	100203	100.00	0	100.00	
25/07/16	Bennett Brooks Chartered Accountants	Preparing Accounts for y/e 31 <sup>st</sup> March for inclusion in the Annual Return	100204	90.00	18.00	108.00	
25/07/16	Vicky Stock	1&1 Internet hosting fee	100205	29.97	5.99	35.96	
25/07/16	Playdale	Supply of spare parts (dome caps and washers)	100206	17.99	3.60	21.59	
25/07/16	Simply Signs	Playground Sign (Mr Hilditch)	100207	39.00	7.80	46.80	
25/07/16	Simply Signs	Anti-dog fouling signs x 10	100208	265.00	53.00	318.00	
25/07/16	Play Inspection & Maintenance Services	June Playground Inspection for Butcher's Stile and Laburnum Rd fields	100209	60.00	12.00	72.00	
25/07/16	Vicky Stock	Clerk Salary July 2016	100210	620.10	0	620.10	
25/07/16	Vicky Stock	Clerk Expenses July 2016	100211	54.70	3.97	58.67	
25/07/16	HMRC	Clerk Tax & NI April – June 2016	100212	408.96	0	408.96	
25/07/16	Davenham British Legion	Room Hire for Community Pride/Community Spirit Competition interview 6/6/16	100213	40.00	0	40.00	Invoice Query on kitchen use – awaiting confirmation but otherwise approved

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

As at 30<sup>th</sup> June 2016, the reconciled Bank Balance totalled **£68,567.78** in credit.

## Payments Received in June

Davenham Cricket Club – Rent payment £732.45

Davenham British Legion - £50 cheque 'paid back in' – cheque no 100123 expired and has been re-issued with cheque 100195

Cheques received but not yet credited: Moulton Parish Council £48.76 for Feb clerk cover.  
Scottish Power £49.90 (Wayleave)  
Davenham Junior Football Club £319.30 – rent for Laburnum/Butcher's Stile field use.

**5b) To set a date for the next Finance meeting to review budget to-date and to further discuss/plan future capital funding.**

Subject to room availability, the next finance meeting will be held on Wednesday 14<sup>th</sup> September 2016, 7.30pm at Davenham Methodist Church.

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## 5c) Brief Insurance Update

The clerk provided the councillors with a list of cover benefits provided by Came and Company Parish Council Insurance Brokers for information.

## 6. Planning and Highways Matters

### a) Applications Received for Consultation:

Item No.	Application No	Proposal	Location	Comments by:
1.	<b>16/02461/FUL</b>	Garden building including shed, sitting area and decking area	Orchard Lea, 67 Hartford Rd, Davenham	25 <sup>th</sup> July 2016 DPC – no objection
2.	<b>16/02354/FUL</b>	Erection garden workshop	654 London Rd Davenham	26 <sup>th</sup> July 2016 DPC – no objection
3.	<b>16/02615/FUL</b>	Single storey rear extension and first floor side extension	1 Pritchard Drive Davenham Northwich Cheshire	2 <sup>nd</sup> August 2016 DPC – no objection
4.	<b>16/01937/FUL</b>	Single storey rear extension and detached single garage	476 London Rd, Davenham, CW9 8HW	22 <sup>nd</sup> July 2016 DPC expressed some reservations on impact on neighbouring property

### b) CWAC Planning Decisions:

Item No.	Application No	Proposal	Location	Decision
1.	<b>16/01883/FUL</b>	Two storey side extension	4 Eaton Lane Davenham Northwich Cheshire	Approval by CWAC

## 6c) Neighbourhood Plan Update

Cllr. Peel is currently working through some areas of the Neighbourhood Plan. Cllr. Mattinson and Cllr. Salt need to set aside a morning to finish off the last few bits. The Survey Monkey results from the consultation have now been received but need to be reviewed fully but no major concerns raised.

## 6d) Community Building

No further update. Cllr. Mattinson and the clerk have met again with the Church but no further news on the Church Hall status.

## 6e) Church Street Traffic Calming

Following on from the Church Street survey the clerk requested costs for vehicle activated signs (e.g. flashing 20mph signs). The cost for these begin at £5,100 plus VAT for one sign. To add 'Slow Down' to the sign would add £300 to the sign plus £750 if we wish this to make this a solar powered sign. The clerk will add a further request in the letter to CWAC and ask Helen Weltman for suggestions and also see if we can get them cheaper elsewhere. We would need at least 4 for the village to start with and the DPC budget at present is not able to support this huge cost. **AP1**

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## 7) Parish Council Managed Assets and Maintenance

### 7a) Laburnum Road /Butchers Stile

#### i) Drainage Quotation for Butcher's Stile and Laburnum Road

Two quotations were included in the meeting packs for review. For Butcher's Stile, the costings are very different as each quote provider had a different solution to deal with the drainage. Cllr. Hudson had via Cllr. Mattinson asked if the council would consider asking an independent consultant to come along and tell us exactly what we need and then get quotations based on the independent consultation. The clerk also has been provided by a further drainage installation company so it was agreed that this third company should quote also for both Butcher's Stile and Laburnum. **Use of an independent consultant and third quotation was approved by councillors present. AP2**

#### ii) Play Equipment for Butcher's Stile quotation/WREN information

The clerk has received a rough plan/price on playground equipment for Butcher's Stile. The cost is between £28-£38k. The clerk has other recommended contacts to obtain quotations from.

WREN provides grants for open space improvements – something to consider when looking at the project in full.

The project is a large scale one and will need a working group setting up and consider a full public consultation at the carnival next year.

#### iii) Playground weekly inspection/ course option

The clerk has asked the council to consider sending one or two people on a playground inspection course depending on cost. Approved in principle but further approval required once training costs are provided. **AP3**

#### iv) Other

Cllr. Ravenscroft suggested ordering some more daffodil bulbs for Laburnum Road field. The clerk to order some more bulbs for the autumn. **All approved. AP4**

### 7b) Memorial Gate Update – Laburnum Road

The plan now is to have the quotations ready for the meeting in September to make a decision. The aim is to have the gates installed by Remembrance Sunday this year.

### 7c) Defibrillator Update

North West Ambulance Service provided a defibrillator awareness training session on 16<sup>th</sup> July. Positive reports received from the residents and councillors who attended. A further evening session will be booked for September. **AP5**

## 8) ChALC Membership

### 8a) Summary of ChALC membership benefits

A summary of benefits was presented to the council as requested by Cllr. Ravenscroft.

### 9) Correspondence received

#### 9a) To review Correspondence

- None received.

### 10) Urgent Matters

None

### 11) Date of Next Meeting

**11a)** The date of the next meeting is set for Monday 5<sup>th</sup> September to be held at Davenham Methodist Church at 7.15pm.

### 12) Closure of the Public Meeting

**Part A of the meeting closed at 9.25pm.**

Signed/ Dated

Chairman