

DAVENHAM PARISH COUNCIL

**Minutes of the Parish Council Meeting held on 26th September 2016
Held at Davenham Methodist Church Hall.
Public Open Forum 7.15 – 7.30pm, Council Meeting 7.30pm**

Present

Cllr. Carter	Cllr. Hudson
Cllr. Mattinson (Chair)	Cllr. Ravenscroft
Cllr. Salt	Cllr. Watson
Cllr. Wood	Cllr. Cooper
Cllr. Peel	

Parish Clerk Vicky Stock

Helen Weltman (CWAC Ward Councillor)
PCSO Phil Hambleton
1 member of the public/Northwich Town Councillor Cllr. Cooper

Apologies: None

1) Public Session

Cllr. Mattinson opened the meeting and welcomed all present.

Cllr. Andrew Cooper (Northwich Town Council) updated the council with some background information regarding the Mid-Cheshire Rail link campaign (formerly Middlewich Rail Link campaign since 1992). The point of which is to re-open the existing line between Crewe/Sandbach and Northwich for passenger use. This is usually used for freight. If this does eventually go ahead, one platform would essentially be in the Davenham parish (near to Gadbrook Park). Cllr. Andrew Cooper has asked the council to consider supporting/commenting on this as part of the local plan (part 2). Councillors will gather details and discuss this fully at a later meeting.

The public meeting ended at 7.30pm.

2) PCSO Report

Report from Sgt. Gary Weaver sent via email:

"I've reviewed the reported incidents / crimes for the past 2 months and I'm pleased to report that there has been very few crimes committed / reported in Davenham. There has been no burglaries and no thefts of vehicles however at the beginning of September garden tools were stolen from a van on Mount Pleasant Road – this appears to be an isolated incident.

PCSO's attended the unveiling of the Davenham Mosaic at the theatre which I'm informed was a very good turnout with no issues reported.

I have received no further reports about construction HGV's using the village as a route through to Moulton since we spoke to the companies involved and added some new measures.

Not linked to Davenham but earlier this month there was a house burglary in Kingsmead (Burwardsley Way) whereby jewelry was stolen from within the house. I'd urge residents to remain vigilant with regards to locking windows and doors when they are not at their house. I would also remind people that as the nights are now starting to get darker earlier to consider the use of timers on lights in their houses if they know they will not be getting home until after dark".

Davenham and Moulton's PCSO Danny Blake has recently left this role and the villages are now without an allocated PCSO. The clerk will write to Sgt. Weaver to find out when a replacement will be recruited and to see if there will be a reduction in costs if this is not to be in the next week or two.

3) Apologies and Declarations of Interest

Apologies for absence - None. No declarations of interest.

4) Approval of Minutes

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

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Parish Council Meeting Minutes (5th September 2016). Proposed by Cllr. Salt. Seconded by Cllr. Carter. Approved by all Councillors present.

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

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

5) Finance and Administration

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

Bank Balances

Bank Balance as at 31st August 2016 £63,320.53 in credit.

Credits in August 2016

VAT repayment £1,604.67

Payments for Approval Sept 2016

DATE	PAYEE	DETAILS	CHQ No	NET £	VAT £	GROSS £
26/09/16	Vicky Stock	Clerk Salary September 2016	100221	620.10	0	620.10
26/09/16	Vicky Stock	Clerk Expenses September 2016	100222	65.38	4.34	69.72
26/09/16	HMRC	Clerk Tax	100223	393.80	0	393.80
26/09/16	Moulton Parish Council	½ share PCSO Cover – April – September 2016	100224	2950.00	0	2950.00
TOTAL EXPENDITURE SEPT						£4033.62

5b) To approve the minutes from the Finance Meeting held on Monday 19th September 2016

The chair gave a summary of the items discussed for consideration as follows:

Grants

Grants rules were discussed as to whether or not we need to double check amounts spent on grants awarded. The clerk will look further into this. **AP1**

Reserves/project funding

An approximate guide to how reserves can be allocated was given for councillors to consider when deciding how to allocate the money. Drainage quotations are still approximate so we need to be cautious to not allocate further money until we have full and accurate quotes. Once quotations are obtained we can start to look at further grants.

Project	Amount	Information
Amount to potentially use from reserves	£34,000	To be discussed
Speed Signs	£10,000	£2,999 per sign
London Rd pedestrian survey		£700 (£500 funding secured via ward councillors)
Laburnum Road drainage	£7,000	Awaiting further quotations
Butcher's Stile	£11,168	Awaiting quotes but £30,000 approx. (£508 + £18,324 from S106 hopefully)
Grassed Verges	£2,000	approx £2,000 per verge - councillors to identify which verges/how many
Playground Equipment for Butcher's Stile		£30,000 approx grant funding required
	£30,168	
Reserves	£34,000	
Potential expenditure required	£30,168	
Reserves less expenditure	£3,832	

Cllr. Watson reminded the council that some S106 was potentially available to spend on an arts project that could potentially be spent on restoring the Fountain to full working order. To be added to the next agenda. **AP2**

It was RESOLVED to approve the minutes. Proposed by Cllr Mattinson. Seconded by Cllr. Cooper. Minutes approved.

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Financial Regulations

The Finance committee looked through and amended Financial Regulations. The clerk will aim to get these ready for full council approval by the next meeting. **AP3**

6. Planning and Highways Matters

a) Applications Received for Consultation:				
Item No.	Application No	Proposal	Location	Comments by:
1.	16/03400/FUL	Lower kerb and footpath to allow off road parking	103 Hartford Road Davenham Northwich CW9 8JF	7 October 2016

b) CWAC Planning Decisions:				
Item No.	Application No	Proposal	Location	Decision
1.	16/03211/FUL	Single Storey extensions to front and rear and increase size of rear facing dormer and first floor area	3 Grovemount, CW9 8LY	Approval
2.	16/2952/FUL	Demolition of existing garage, two storey side extension and single storey rear extension, roof finish / fascia /soffits and gutter replaced, existing windows replaced and insulated render system applied to the entire house	660 London Rd, Davenham CW9 8LG	Approval

6c) Neighbourhood Plan Update

The Neighbourhood Plan working group are meeting up over the next week or two to discuss final stages.

6d) Community Building

No further update.

6e) Flashing Speed Sign Update

The clerk had two further quotations for comparison.

- 'Your speed' flashing sign - £8182.00 for two units (including datalogging, installation, 5 yr warranty)
- 'Slow down' sign - £8324.00 for two units (including datalogging, installation, 5 yr warranty)

The clerk is awaiting permission to use our own supplier for the signs and cannot proceed until then. Our budget for phase 1 of speed signs is £10,000 so subject to CWAC approval we can only purchase two signs at present based on the Unipart quotation. If we have to use CWAC the cost will be significantly higher and we may only be able to purchase one.

It was **RESOLVED** that subject to CWAC permission that the council go ahead and buy two 'Your speed' signs at a cost of £8182 for two signs from Unipart Dorman. Proposed by Cllr. Hudson. Seconded by Cllr. Mattinson. All approved. **AP4**

6f) Pedestrian Crossing/Footfall Survey – A556 and/or London Road

It was **RESOLVED** to go ahead with the London Road footfall survey – this has been funded by all three ward councillors. Clerk to action. **AP5**

The clerk to speak to Highways to see if they can put a crossing in or some safety feature on the A556 at Davenham roundabout which is very dangerous area for pedestrians to cross. **AP6**

6g) Grassed verges – Mount Pleasant Road

Cllr. Watson and Cllr. Ravenscroft to meet up and identify one or two of the worst verges that need attention **AP7**. The clerk will then ask highways for an accurate price.

6h) Cheshire West and Chester Local Plan (Part Two) Land Allocations and Detailed Policies – Preferred Approach.

The Local Plan Part (part 2) has now been commented on by Davenham Parish Council and can be found on the website.

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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

Awaiting quotations.

ii) Ginnel – Laburnum Road Fields

Cllr. Cooper raised the problem with the barrier at the entrance of the ginnel at the Church Road entrance to Laburnum Road playing fields. The barrier there is difficult to squeeze past and makes it impossible for wheelchair or pushchair access. The barriers have been there for many years to act as a safety barrier to stop children running straight onto the road and to prevent motorbikes etc. The clerk will look at options and prices to remove the barriers and replace the barrier at the field with a spring-loaded gate. **AP8**

7b) Memorial Gate Update – Laburnum Road

On-going.

7c) War Memorial Paving

Following an approximate quotation from CWAC of £25,000 to replace the current paving around the war memorial, following an enquiry from a resident, the clerk asked highways if we would be entitled to get our own quotation. In theory the parish council can however, the contractor would need to be New Roads and Streetworks Act Accredited, have £5 million Public Liability Insurance and be able to show evidence of previous satisfactory working within the Borough.

They would need to apply for a Section 50 Licence (Road Opening Licence) and submit traffic management proposals for assessment.

After recently reviewing the reserves, this is something the parish council could not fund and the land belongs to highways that are responsible for this area. Still looking at other options such as grit-blasting – awaiting for CWAC to get back to us on this.

7d) Davenham Village entry at A556/Hartford Road junction

The Welcome to Davenham sign and 30mph zone sign are looking very tired. The grassed area is also overgrown. The clerk will speak to highways. **AP9**

8) Correspondence received

8a) To review Correspondence

- An email was received from a resident regarding the paving around the war memorial and suggestion of locatins for speed signs.
- An email was received from a resident regarding the grassed verges on Mount Pleasant, drainage on the football fields, Speed signs, pedestrian access on the A556 and parking on the footpaths.
- An email was received from PCSO Danny Blake informing the council that he is starting as a regular police officer.
- An email was received regarding forthcoming changes to Neighbourhood Planning legislation. This will be discussed in more depth at the next Neighbourhood Plan meeting.
- An email was received from David Keene, Police and Crime Commissioner re: draft Police & Crime Plan 2016-2021 with a survey link to comment on the plan.
- An email was received from 1st Davenham Scouts thanking DPC for the grant money awarded earlier this year. They have purchased a new tent for the group which they used over the summer.
- A letter was received from Superintendent Martin Cleworth informing us that subject to national guidance, the constabulary will be undertaking enforcement of 20mph zones and that they are in the process of developing a local speed awareness course.
- A letter was received from David Keane (Police and Crime Commissioner) confirming the same.
- An email was received from a resident regarding the service road at the end of Hartford Road near the blue bridge informing the council that cars are using this road as a way to access the A556 by avoiding the traffic lights. The clerk has asked highways to look at this.

9) Date for Christmas Light Switch-on Event

9a) To consider/decide a date for the 2016 Christmas Switch-on Event.

Cllr Salt has contacted the Bulls Head and Oddfellows regarding the above. School has also been notified.

To be done:

- Road closure

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- Risk Assessment
- Order Christmas Tree
- Arrange PA System

10) Newsletter

Items to be added in the Newsletter to go out mid-November latest.

- Defibrillator Awareness – A further course can be organised if there is enough interest
- Ask businesses to get in touch if they wish to be added to website.
- Advertise the 'Cold Caller' stickers
- Dog Poo in the village
- Christmas Light Switch-on event
- Neighbourhood Plan

Any further suggestions please email Cllr. Salt, Cllr. Mattinson or the clerk.

11) Urgent Matters

None

12) Dates of Next Meetings

12a)

- The date of the next meeting is set for Monday 24th October to be held at Davenham Methodist Church at 7.15pm.
- The joint parish council meeting will be held on Wednesday 23rd November, Moulton Village Hall, 8pm

12) Closure of the Public Meeting

Part A of the meeting closed at 9.15pm.

Signed/ Dated

Chairman