

# Davenham Parish Council

**Minutes of Davenham Parish Council Meeting held on 28<sup>th</sup> November 2016  
Held at Davenham Methodist Church Hall.  
Public Open Forum 7.15 – 7.30pm, Council Meeting 7.30pm**

<b>Present:</b>	Cllr. Carter, Cllr. Cooper, Cllr. Hudson, Cllr. Mattinson (Chair), Cllr. Ravenscroft, Cllr. Salt, Cllr. Watson (Vice Chair), Parish Clerk Vicky Stock, Helen Weltman (CWAC Ward Councillor), 1 member of the public.
<b>Apologies:</b>	Cllr. Peel, Cllr. Wood
<b>1. Public Session</b>	<p>1 member of the public attend to ask that CWAC consider putting a 'Keep Clear' marking on the road near to the new Hartford Road/A556 junction traffic lights so residents can enter the service road to their properties and keep the area safe. The clerk has already asked CWAC to do this and as far as we know this will be done but we have no time scale. The Hartford Road resident also pointed out how dangerous the exit at the end of the service road was becoming with cars trying to by-pass the lights. The clerk has also asked CWAC to look at this and has been told that the proposal will be out for consultation with councillors/ward councillors soon.</p> <p>There was also a concern raised regarding the location of the 60 speed sign that is on the left before turning onto Hartford Road so it looks like a part of Hartford Road is within the 60 zone. The clerk will speak to CWAC regarding this. <b>AP1</b></p>
<b>2. PCSO Report</b>	<p><b>Report by email by Sergeant Gary Weaver:</b></p> <p><b>Suspicious activity</b> Incident recorded on 25/10/2016 in Church Street re aggressive door to door selling of cloths etc. Suspect located and advised. This is the same timescale as the email you sent me about such an issue and would appear to have been the same people. No further incidents like this have been reported, however on 9<sup>th</sup> November a sus' male knocked on an elderly gent's door on London Rd offering to wash his car and lied saying he's washed it 12 months ago. There was also a sus male knocking on an elderly female's house in Church St asking for money stating he was living in a tent. Thankfully no crimes came out of the above incidents and they were rightly reported to Police.</p> <p><b>Thefts</b> 2 drive offs from Parkside garage – we are progressing CCTV enquiries to identify the offenders.</p> <p>The following appear low level but 3 concern an elderly victim: 2 milk thefts and 1 plant pot theft in Fountain Lane. Occurred on 5<sup>th</sup> September, 15<sup>th</sup> September and 19<sup>th</sup> November. Plantpot theft in Allen Drive on 25/10/2016. All of the above incidents have occurred during the early hours but at varied days of the week. We're liaising with elderly victims family and crime prevention Officer to target harden their premises (security lights etc).</p> <p><b>Others of note nearby:</b> 4 transit vans broken into on Kingsmead between 14<sup>th</sup> and 15<sup>th</sup> October – tools stolen. 2 building sites broken into in Moulton – tools stolen.</p> <p><b>Christmas lights switch-on:</b> Officers are now allocated to the event – any issues let me know.</p>
<b>3. Apologies for Absence and Declarations of Interest</b>	Apologies for absence – Cllr. Peel (work), Cllr. Wood (illness). Declarations of interest regarding grants (Cllr. Ravenscroft re: Davenham Athletic and Cllr. Salt re: Rainbows).
<b>4. Minutes</b>	
<b>4a. Approval of Minutes</b>	It was <b>RESOLVED</b> to approve the Parish Council Meeting Minutes (24 <sup>th</sup> October 2016). Proposed by Cllr. Mattinson. Seconded by Cllr. Salt.
<b>4b. Recap and Update of actions from previous minutes</b>	Action list re-capped on. Some items outstanding/on-going.
<b>5. Finance</b>	

# Davenham Parish Council

**5a. To approve the Financial Report and Monies for Payment**

It was **RESOLVED** to approve Bank reconciliation and accounts for payment. Proposed by Cllr. Watson, Seconded by Cllr. Salt. All approved.

**Bank Balances**

Reconciled Bank Balance as at 31<sup>st</sup> October 2016 - £59,005.68 in credit.

**Payments for Approval November 2016**

<u>DATE</u>	<u>PAYEE</u>	<u>DETAILS</u>	<u>CHQ No</u>	<u>NET £</u>	<u>VAT £</u>	<u>GROSS £</u>
28/11/2016	Vicky Stock	Clerk Salary November 2016	100232	620.10	0	620.10
28/11/2016	Vicky Stock	Clerk Expenses November 2016.	100233	48.68	0	49.93
28/11/2016	Northwich Town Council	Grass Cutting Laburnum and Butcher's Stile October – extra cut	100234	122.50	24.50	147.00
28/11/2016	Amberon	Traffic Management for Christmas Light Switch-On	100235	300.00	60.00	360.00
28/11/2016	Les Halman Nurseries	Daffodil Bulbs for Laburnum	100236	55	11	66.00
28/11/2016	CHALC	Freedom of Information & Data Registration Course (Vicky Stock). Course £60 but credit note to be used from CHALC.	100237	30.00	0	30.00
28/11/2016	Methodist Church	Room Hire (July – Nov)	100238	103.00	0	103.00
28/11/2016	UK Mailing Ltd	Newsletter Printing	100239	208.00	0	208.00
<b>TOTAL EXPENDITURE NOV</b>						<b>£1584.03</b>

DIRECT DEBIT PAYMENT FOR OCT – To be added to last month's payment schedule

	<u>PAYEE</u>	<u>DETAILS</u>	<u>CHQ No</u>	<u>NET £</u>	<u>VAT £</u>	<u>GROSS £</u>
24/10/16	Land Registry	Land searches for NP	DD	9.00	0	9.00

The following was not approved for payment due to on-going talks regarding current PCSO cover for the village.

	<u>PAYEE</u>	<u>DETAILS</u>	<u>CHQ No</u>	<u>NET £</u>	<u>VAT £</u>	<u>GROSS £</u>
28/11/2016	PCSO	PCSO Half Payment Oct 2016– March 2017 (Moulton to be invoiced for half of this amount)		5959.00	0	5959.00

# Davenham Parish Council

<p><b>5b. Update from Finance meeting held on 21/11/16 and to potentially approve the precept 2017/18.</b></p>	<p>It was <b>RESOLVED</b> to approve the Finance Meeting Minutes (21st November 2016). Proposed by Cllr. Mattinson. Seconded by Cllr. Salt.</p> <p>Budget/precept discussions were fed back to full council with a recommended precept increase of 7% resulting in a £1.50 increase for the year on a Band E property (30p per month). Finance Meeting minutes with full information can be found on the website. This amount still allows PCSO cover if required as this is uncertain at present and we are awaiting further information on this at present. A 14% increase was required however it was agreed this was too much and to increase by a smaller amount over the next few years so a 7% increase was agreed at present.</p> <p><b>It was RESOLVED to increase the precept by 7% for 2017/2018. Proposed by Cllr. Carter. Seconded by Cllr. Watson.</b></p>																				
<p><b>5c. To review/approve Grant Awards as recommended by the Finance Committee</b></p>	<p>It was <b>RESOLVED</b> to award Grant payments as per Finance Meeting held on 21<sup>st</sup> November 2016. Proposed by Cllr Mattinson. Seconded Cllr. Salt. All approved.</p>																				
<p><b>5d. Update/decision on Finance Meetings going forward.</b></p>	<p>It was <b>RESOLVED</b> that Finance meetings, other than precept/grant discussions, would all be included in the main council meeting to avoid repetition of discussions. Proposed by Cllr. Mattinson. Seconded by Cllr. Salt.</p>																				
<p><b>5e. To consider PCSO funding for 2017/2018.</b></p>	<p>We have been without an allocated PCSO since the end of September but have been told that a new one will begin in December. We are awaiting a further meeting/consultation to see whether or not we continue to part-fund a PCSO due to all the cover problems we have encountered over recent years. It was <b>RESOLVED</b> to keep hold of the current invoice at present until things are ironed out and to wait until we have had the full consultation before making a further decision.</p>																				
<p><b>6. Planning and Highways Matters</b></p>																					
<p><b>6a. Review details of Planning Applications received for consultation.</b></p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="5">a) Applications Received for Consultation:</th> </tr> <tr> <th style="width: 5%;">Item No.</th> <th style="width: 15%;">Application No</th> <th style="width: 30%;">Proposal</th> <th style="width: 20%;">Location</th> <th style="width: 30%;">Comments by:</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">1.</td> <td>16/05086/CAT</td> <td>Fell Cherry T1</td> <td>19 Church Street, Davenham CW9 8NE</td> <td>6<sup>th</sup> December 2016</td> </tr> </tbody> </table>	a) Applications Received for Consultation:					Item No.	Application No	Proposal	Location	Comments by:	1.	16/05086/CAT	Fell Cherry T1	19 Church Street, Davenham CW9 8NE	6 <sup>th</sup> December 2016					
a) Applications Received for Consultation:																					
Item No.	Application No	Proposal	Location	Comments by:																	
1.	16/05086/CAT	Fell Cherry T1	19 Church Street, Davenham CW9 8NE	6 <sup>th</sup> December 2016																	
<p><b>6b. Notification of CWAC Planning Decisions</b></p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="5">b) CWAC Planning Decisions:</th> </tr> <tr> <th style="width: 5%;">Item No.</th> <th style="width: 15%;">Application No</th> <th style="width: 30%;">Proposal</th> <th style="width: 20%;">Location</th> <th style="width: 30%;">Decision</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">1.</td> <td>16/04127/FUL</td> <td>Demolition of existing rear garage, single storey extension to side, alterations to existing rear elevation windows/doors, hedge removal/replacement fencing and replacement garden storage/workshop.</td> <td>219 Hartford Road, Davenham CW9 8JP</td> <td>Approval.</td> </tr> <tr> <td style="text-align: center;">2.</td> <td>16/03400/FUL</td> <td>Lower kerb and footpath to allow off road parking</td> <td>103 Hartford Road, Davenham, CW9 8JF</td> <td>Approval</td> </tr> </tbody> </table>	b) CWAC Planning Decisions:					Item No.	Application No	Proposal	Location	Decision	1.	16/04127/FUL	Demolition of existing rear garage, single storey extension to side, alterations to existing rear elevation windows/doors, hedge removal/replacement fencing and replacement garden storage/workshop.	219 Hartford Road, Davenham CW9 8JP	Approval.	2.	16/03400/FUL	Lower kerb and footpath to allow off road parking	103 Hartford Road, Davenham, CW9 8JF	Approval
b) CWAC Planning Decisions:																					
Item No.	Application No	Proposal	Location	Decision																	
1.	16/04127/FUL	Demolition of existing rear garage, single storey extension to side, alterations to existing rear elevation windows/doors, hedge removal/replacement fencing and replacement garden storage/workshop.	219 Hartford Road, Davenham CW9 8JP	Approval.																	
2.	16/03400/FUL	Lower kerb and footpath to allow off road parking	103 Hartford Road, Davenham, CW9 8JF	Approval																	
<p><b>6c. Neighbourhood Plan Update</b></p>	<p>No further update at present on Davenham's Neighbourhood Plan.</p> <p>Moulton Parish Council has asked if Davenham could help with their Neighbourhood Plan as they were very impressed with Davenham's plan. This would be in our interests as a Neighbouring village</p>																				

## Davenham Parish Council

	as any development in Moulton also has a knock on effect to Davenham. It was agreed that a number of the Neighbourhood Plan Working Group would meet with Moulton and look over their document and give some advice. <b>AP2</b>
<b>6d. Fountain Lane Development</b>	Residents have sent in copies of correspondence they have recently had with Richborough (noted in correspondence)
<b>6e. Update on Community Building</b>	No update at present.
<b>6f. Flashing Speed Sign Update</b>	Awaiting information from CWAC before we can proceed further.
<b>6g. Pedestrian crossing/footfall survey</b>	<p>Ward councillors kindly agreed to fund a pedestrian/footfall survey (£700) which we were informed took place on Tuesday 25<sup>th</sup> October 2016. We were not permitted to be told beforehand of the date that this was to take place to make the survey as fair and accurate as possible. The results however were very disappointing and due to the number of vehicles/pedestrians crossing this section of London Road it did not pass for any highway improvements in the form of a zebra or signal controlled crossing as the results had to be over 0.2 (councillors were given copies of the results). <b>AP3 The clerk will email residents informing them of the results.</b></p> <p>Bearing this in mind it was decided to leave requesting the same survey on the A556 as the footfall there is even less even though it is considerably more dangerous and CWAC will no doubt say that the underpass should be used at all times. We will however keep this on our radar.</p>
<b>6h. Grassed verges – Mount Pleasant Road</b>	Awaiting further pricing information from CWAC before we can proceed further.
<b>6i. Local Plan Part 2/Local Plan Working Group Agenda</b>	No further update at present.
<b>7. HS2</b>	
<b>7a) To make plans for a response on the HS2 phase 2b route public consultation as appropriate</b>	<p>Paper copies of the plans have been received. The clerk has asked councillors to pass it around for further discussion at the next meeting in January. The clerk will email residents informing them of the plans and where to find them <b>AP4</b>. Cllr. Cooper to ask Andrew to come along and give us further information on this. <b>AP5</b></p> <p>Cllr. Salt and Cllr. Peel are to attend a meeting regarding HS2 tomorrow evening (Tuesday 29<sup>th</sup> November).</p>

# Davenham Parish Council

<b>8. Parish Council Managed Assets and Maintenance</b>	
<b>8a. Laburnum Road/ Butcher's Stile</b>	<p><b>i. Drainage Quotations for Butcher's Stile/Laburnum Road</b> No further information at present. Suddenstrike have been out to inspect but despite Cllr. Hudson chasing them on numerous occasions they have not sent through a quotation.</p> <p><b>ii. Ginnel Laburnum Road</b> The clerk has received one quotation to remove the barriers at either end of the ginnel between Church Street and Laburnum Road fields. The price for a spring assisted self-closing gate is £735 plus VAT to include installation and removal of barriers.</p> <p>Councillors thought a wooden gate maybe more fitting and perhaps we should consider putting at the road end. The clerk to obtain a further quotation. <b>AP6</b></p>
<b>8b. Memorial Gate update – Laburnum Road</b>	No update at present.
<b>8c. Fountain Restoration/S106 money update</b>	Cllr. Watson has emailed Mark Simmons at CWAC to see if their heritage officer can point us in the right direction.
<b>8d. Defibrillator Cabinet</b>	Since the weather has turned colder the defibrillator cabinet has been difficult to open – this is checked weekly by the clerk. Cllr. Carter is to have another look to see if he can fix the problem or we may have to look at an alternative solution. When we first purchased the cabinet, the idea was for the defibrillator to be installed in the old telephone box on Church Street. This type of cabinet may not be best for external use.
<b>9. Correspondence</b>	
<b>9a. Correspondence review</b>	<ul style="list-style-type: none"> <li>• A resident has had on-going communication with Richborough over the way the Fountain Lane land for sale has been dealt with.</li> <li>• An email has been received from Cheshire Fire Authority regarding consultation on the draft Integrated Risk Management Plan. Councillors to consider if we need to comment and let the clerk know.</li> <li>• An email was received from David Sconce (CWAC) re: Special Expenses.</li> <li>• An email was received from a resident regarding dog poo and also Church</li> <li>• An email was received from a resident regarding the new Hilltop Farm properties being advertised as Davenham and also regarding the service road at the end of Hartford Road which car users are using as a shortcut to avoid the traffic lights. The clerk will speak to developers re: advertising and CWAC are already aware of the service road dangers. <b>AP7</b></li> <li>• An email was received from ChALC re: Vale Royal Area Meeting.</li> <li>• An email was received from a resident regarding increased traffic along Church St. The clerk has replied back saying that we are aware of the problems, have carried out a survey and are also waiting for the go-ahead for a speed camera.</li> </ul>
<b>10. Community Pride Competition</b>	
<b>10a.</b>	We entered several categories this year and felt we had a strong chance of winning something based on Community Spirit or Best Community Initiative for the Mosaic Project. Unfortunately we didn't win anything and we were very disappointed. We have since received a letter from Cheshire Community Action who run the competition to say that the competition will not be running in 2017.
<b>11. Christmas Light Switch-on Event</b>	
<b>11. Christmas Light Switch-on Event</b>	Councillors asked to be in the village centre at 5pm to help out.
<b>12. Councillors to update on any external meetings attended.</b>	
<b>12. Brief update on any meetings attended.</b>	Cllr. Mattinson attended the joint parish council between Bostock, Davenham and Moulton. Items discussed included Planning Charter, Manchester Airport (who gave a presentation), PCSO Cover between the two villages and Tatton Estate Management development plans for Bostock. Davenham is to host the next meeting – the clerk to organise a date within the next 6 months. <b>AP8</b>
<b>13. Filing Cabinet/Storage</b>	
<b>13a. Volunteers to help and sort out the old filing cabinet for storage</b>	In the new year the clerk will arrange a date for councillors to help sort the old documents out in the old cabinet which is currently stored at Cllr. Hudson's house. <b>AP9</b>

# Davenham Parish Council

<b>14. Responsibility for Special Projects</b>	
<b>14a. Special Projects Responsibility</b>	Just to remind councillors that if you are a named person on a project that you take the lead and gather as much information as possible. The clerk will be there to help but cannot (due to time restrictions/workload) take responsibility for large projects.
<b>15. Urgent Matters</b>	
<b>15. Urgent Matters</b>	None received.
<b>16. Date of Next Meeting</b>	
<b>16. Date of next meeting</b>	It was <b>RESOLVED</b> that the meeting on 9 <sup>th</sup> January 2016 was not needed. Most items are on-going and/or have been discussed in detail over the last few months.  The next meeting will be on <b>Monday 30<sup>th</sup> January 2017.</b>

The council meeting closed at 9.10pm.

These minutes will be submitted for approval at the next meeting scheduled for 30<sup>th</sup> January 2016. Until then they are draft minutes.

Signed as Chairman of the Council as a true and accurate record:

.....Date.....