

# Davenham Parish Council

**Minutes of Davenham Parish Council Meeting held on 4<sup>th</sup> September 2017**  
**Held at Davenham Methodist Church Hall.**  
**Public Open Forum 7.15 – 7.30pm, Council Meeting 7.30pm**

<b>Present:</b>	Cllr. Hudson, Cllr. Mattinson, Cllr. Ravenscroft, Cllr. Salt (Vice-Chair), Cllr. Watson (Chair), Cllr. Wood, Cllr. Helen Weltman (CWAC Ward Councillor), Cameron Mair (Cheshire Police), 3 members of the public.																					
<b>Apologies:</b>	Cllr. Cooper, Cllr. Peel																					
<b>1. Public Session</b>	<p>Cllr. Watson opened the meeting and welcomed everyone.</p> <p>Two members of the public attended the meeting to introduce themselves and to find out more about the Councillor vacancy. Candidates were asked to get application forms in as soon as possible and we will be in touch with information before the next meeting when co-option will take place.</p> <p>One member of the public raised a planning issue concerning a neighbouring property which was discussed with councillors. Councillors will be commenting on this as part of the planning consultation.</p>																					
<b>2. PCSO/Police Update</b>	<p>Constable Mair attended the meeting and reported the following:</p> <p>Thefts of plants and other garden items over the summers months  A distraction type burglary involving vulnerable adults. A group of males approached a house offering services (gutter cleaning), made off with £400 cash and other items too.  A few similar cases have also occurred but nothing stolen from other properties.  Overnight damage - probably due to late night revellers.  1 report of stones being thrown at cars on Jack Lane/London Rd.</p> <p>Inappropriate parking and speeding bus issues were raised by Councillors.</p> <p>Cameron also hopes a new PCSO will be starting shortly.</p> <p>Residents are urged to ring 101 to report any suspicious activity.</p>																					
<b>3. Apologies for Absence and Declaration of Interests</b>	<p>Apologies for absence – Cllr. Cooper (Childcare), Cllr. Peel, (Work commitments)</p> <p>No declarations of interest</p>																					
<b>4. Minutes</b>																						
<b>4a. Approval of Minutes</b>	<p>Some minor typing amendments were made to the hard copy and will be amended before issuing online. Item 7b should have read 'we now have <b>one</b> tender for building work'.</p> <p>It was <b>RESOLVED</b> to approve the Parish Council Annual Meeting Minutes and Parish Meeting Minutes (31<sup>st</sup> July 2017). Proposed by Cllr. Watson. Seconded by Cllr. Wood.</p>																					
<b>4b. Recap and Update of actions from previous minutes</b>	Action list re-capped on.																					
<b>5. Finance</b>																						
<b>5a. Financial Report</b>	<p>It was <b>RESOLVED</b> to approve Bank reconciliation and accounts for payment. Proposed by Cllr. Watson, Seconded by Cllr. Salt. All in favour.</p> <p><b><u>FINANCIAL REPORT - Monday 4<sup>th</sup> September 2017</u></b></p> <p><b><u>Bank Balances</u></b></p> <p>Reconciled Bank Balance as at 31<sup>st</sup> July 2017 - <b>£64,411.44</b> in credit.</p> <p><b><u>Receipts August 2017</u></b></p> <p>None</p> <p><b><u>Payments for Approval August 2017</u></b></p> <table border="1"> <thead> <tr> <th><u>DATE</u></th> <th><u>PAYEE</u></th> <th><u>DETAILS</u></th> <th><u>CHQ No</u></th> <th><u>NET £</u></th> <th><u>VAT £</u></th> <th><u>GROSS £</u></th> </tr> </thead> <tbody> <tr> <td>04/09/17</td> <td>Vicky Stock</td> <td>Clerk Salary for August 2017 includes Tax refund.</td> <td>100297</td> <td>1,297.15</td> <td>0</td> <td>1,297.15</td> </tr> <tr> <td>04/09/17</td> <td>Vicky Stock</td> <td>Clerk Expenses for August 2017</td> <td>100298</td> <td>47.59</td> <td>0</td> <td>47.59</td> </tr> </tbody> </table>	<u>DATE</u>	<u>PAYEE</u>	<u>DETAILS</u>	<u>CHQ No</u>	<u>NET £</u>	<u>VAT £</u>	<u>GROSS £</u>	04/09/17	Vicky Stock	Clerk Salary for August 2017 includes Tax refund.	100297	1,297.15	0	1,297.15	04/09/17	Vicky Stock	Clerk Expenses for August 2017	100298	47.59	0	47.59
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04/09/17	Northwich Town Council	Grass Cutting for July 2017 Butchers Stile and Laburnum Rd (2 cuts each)	100299	245.00	49.00	294.00
04/09/17	Came and Company	Parish Council Insurance	100300	1470.94	0	1,470.94
04/09/17	Cheshire Society of Local Council Clerks	Branch Conference/Training Day Thursday 21 <sup>st</sup> Sept	100301	35.00	0	35.00
04/09/17	Play Inspection and Maintenance Services	Repairs to play area – Laburnum Road	100302	33.00	6.60	39.60
<b>TOTAL EXPENDITURE August 2017</b>						<b>£3,184.28</b>

**5.b. To confirm Insurance details are all relevant.**

Insurance renewal for the parish council insurance is due. This was part of a three year contract and was looked at in detail last year. Councillors were asked to consider if anything else may need adding to the insurance. It was **RESOLVED** that the insurance cover is adequate and there is nothing to further to add/consider at this point.

**6. Planning and Highways Matters**

**6a. Review details of Planning Applications received for consultation.**

a) Applications Received for Consultation:				
Item No.	Application No	Proposal	Location	Comments by:
1.	17/03290/CAT	T1 - Oak - reduce crown by approximately 2-3m throughout crown and remove any major deadwood. T2 - Yew - reduce crown by approximately 1-2m throughout crown, crown lift low minor branches and remove any major deadwood T3 - Oak - Fell to low stump and plant 2 replacement trees. Reason for felling: client would like to make double access driveway using existing gateway that is currently restricted by T3. Existing driveway has poor visibility for exiting property and no turning circle T4 - 2 Conifers - Fell to low stump	513 London Road Davenham CW9 8NA	28 <sup>th</sup> August 2017 Concerns raised
2.	17/03462/FUL	Extension and alterations to existing house, demolition of existing outbuildings to facilitate construction of new garage and garden room, reinstatement of gated access and new driveway.	513 London Road CW9 8NA	4 <sup>th</sup> September 2017 Concerns raised
3.	17/03480/HHE	Single Storey rear extension	Rose Lea 9 Fairholme Road CW9 8LD	5 <sup>th</sup> September 2017 No concerns as shouldn't have been consulted on this.
4.	17/03510/FUL	Two storey extension to side, single storey extension to rear and detached garage	Mere Croft 15 Jack Lane CW9 8LA	5 <sup>th</sup> September 2017 No concerns unless nearby trees cause foundation concerns
5.	17/03516/FUL	First floor side extension and ground floor rear extension	57 Mere Bank CW9 8NB	6 <sup>th</sup> September 2017 No concerns
6.	17/03508/FUL	Two storey side and rear extension	233 Hartford Rd CW9 8JT	7 <sup>th</sup> September 2017 Concerns raised
7.	17/03618/FUL	Demolition of existing garage and erection of double garage	573 London Rd CW9 8LN	13 <sup>th</sup> September 2017 No concerns

**Mount Pleasant Verges**

An area of the verges which was particularly muddy, unsightly and causing puddles to form on the

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	pavement (a main route to school) has now been tarmacked over. It took over 3 weeks to complete the work and councillors were of the opinion that the work doesn't look particularly well done. The clerk will speak to highways and ask if the work has been quality checked and completed to the specification supplied to the contractor. <b>AP1</b>			
<b>6b. Notification of CWAC Planning Decisions</b>	b) CWAC Planning Decisions:			
	Item No.	Application No	Proposal	Location Decision
	1.	17/02798/FUL	Alteration to door opening on side elevation	500-502 London Rd, CW9 8HS Approval
2.	17/02925/FUL	Single storey rear extension, replacement roof cover and external re-cladding and replacement windows	The Paddocks, 413a London Rd, CW9 8HN Approval	
<b>6c. Neighbourhood Plan Update</b>	We have now received the Inspector's Report and his qualifications made to the Neighbourhood Plan. Despite the modifications he has made overall his comments seems to be very supportive of the plan and quite positive. Cllr. Watson thanked the Neighbourhood Plan team for all their hard work. Some amendments now need to be made which Cllr. Peel is working on. Once comments are done they need to be submitted back to CWAC and then we will hopefully be in a position to go to Referendum on 30 <sup>th</sup> November. During this period we will enter a period where we won't be able to discuss matters concerning the plan. Cllr. Salt will speak to CWAC to check details of this <b>AP2</b> .			
<b>6d. Fountain Lane Development</b>	We have been informed by residents (not Bellway) that work is starting and some concerns have been raised regarding building inspectors, hedges being damaged and starting work during school hours. Residents are encouraged to speak to CWAC Planning Officers as responsible for making sure the development is carried out properly and safely as we have very little power but it is useful to keep us in the loop so we can support residents where we can.			
<b>6e. Update on Community Building</b>	The parish council have been approached by a developer who is looking to build a residential development of up to 33 homes within the village and as part of that development they are offering to build a village hall/community centre. As part of the Neighbourhood Plan process residents were keen to limit development but there was also overwhelming response for a community hall. Before we can indicate to the developers whether or not the parish Council would support such a proposal we need to ask residents their views. At present the developer has requested the site remain confidential. If a consultation were to arise are we looking for a consultation 'in principle' with residents or do we feel this would be unfavourable and residents would not give a response without knowing the full facts. Overall Cllrs felt that residents could not give a fully informed opinion unless the land in question was revealed to residents. Cllr. Watson will reply back to the developer to raise these concerns. This may be the only option for a village hall but it would increase residential development in the village and may result in an increase in the precept to maintain and run the hall. Also we would need a business plan and investigate demand for users and how would it impact on other locations in the village. AP3 We may not be able to carry out a consultation currently as there are particular rules as to what the Parish Council can and cannot do in the lead up to and during the Neighbourhood Plan Referendum so timing is not great and we need to consider if a consultation should be delayed until after the referendum.			
<b>6f. Flashing Speed Sign Update</b>	No installation date given at present. Clerk to chase this. <b>AP4</b>			
<b>7. Parish Council Managed Assets and Maintenance</b>				
<b>7a) Laburnum Road or Butchers Stile</b>	<p><b>i) Drainage update for Butcher's Stile</b></p> <p>Cllr. Hudson met up with a Chartered Landscape Architect who could give us a design plan for Butcher's Stile field. They are able to give us a starting point on what would be suitable and where on the field for us to go out to tender with a clearer picture/standard template. Cllr. Hudson proposed the above in order for us to make a clear start on improving Butcher's Stile field.</p> <p>They will give us drainage plans and plans for how the whole site could look. Councillors felt that a professional is needed to make best use of the field and to give us a clear starting point.</p> <p>The cost of the above designs for Butchers Stile would be broken down in brief as follows:</p> <p>Stage 1 – Initiation and brief – consultation with stakeholders (councillors, users of the park and other local residents - £150  Stage 2 – collation of surveys and information relating to existing park such as land ownership (ditches for drainage etc.), pitch sizes, user groups plus Topological Survey £350 plus £600 Topological Survey  Stage 3 – Outline Design options £750  Stage 4 – Finalised developed design drawing to enable full sign off by the Council. £450</p> <p><b>Total £2,300</b></p> <p>One Councillor thought the playing area would not be used much but other councillors felt that the playing</p>			

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	<p>field would be used when the play equipment is improved. The lack of decent equipment puts parents off going there but they would go straight from school to play if the field and play equipment was improved. The consultation at the Carnival also proved that the village mostly would greatly support an improved play area.</p> <p>Proposed by Cllr. Hudson. Seconded by Cllr. Mattinson. 5 out of 6 councillors voted to move ahead with this design process. It was therefore <b>RESOLVED</b> that Cllr Hudson go ahead and instruct the Landscape Architect to proceed. Even though the cost is not insignificant the majority councillors felt that we need a professional opinion on best use for the field for the community.</p> <p><b>ii)</b> Request to hold a cricket tournament on Butcher's Stile field on 24<sup>th</sup> September. Permission granted  <b>iii)</b> Notification of possible Sepsis Event 6<sup>th</sup> May and request to licence the field - Happy for organisers to use the field but will not licence the event.  <b>iv)</b> The clerk investigated with CWAC the option of using the Hardstanding at Laburnum Road as a carpark/occasional carpark due to requests from village residents. CWAC said it could be done legally but would not be advised due to causing problems to residents and not an ideal road for cars turning etc. A resident of Laburnum Road suggested holding a meeting to gauge opinion if we were considering this.</p>
<b>7b) Memorial Gate update – Laburnum Road</b>	Hopefully we will be in a position to appoint a contractor for the work at the next meeting.
<b>7c) Fountain Restoration</b>	We have been instructed by CWAC that we can use some Open Space S106 money to restore the Fountain however at present our priority is Butcher's Stile to spend the open space money on. The other S106 that needs to be strictly spend on a new piece of artwork needs to be investigated and ideas raised.
<b>7d) Village Keeper Monthly Report</b>	<p>Report from the Village Keeper "This month has been a usual case of village garden maintenance including Weeding, shrub trimming, litter collection and path way clearing. The war memorial has been weeded and all the surrounding paved areas has been sprayed with weedkiller as have the village garden paved areas Litter has also been collected at other sites. There are no matters that I feel need bringing to the councils attention during this month"</p> <p>The clerk will ask John to remove the dead branches from the hedge rows on Laburnum Field and to clear the ginnel (between Church St and Laburnum field) of leaves and weeds. <b>AP5</b></p>
<b>7e) Defibrillator Training Course on 20<sup>th</sup> September 7pm</b>	The training session has been move to the British Legion due to high demand.
<b>8) Correspondence</b>	
<b>8a) To review correspondence received</b>	<ul style="list-style-type: none"> <li>• An email was received from a resident asking if we could look into costs for a Lollipop lady and part fund a crossing as a community – As a footfall survey carried out by CWAC determined that we did not qualify for a crossing but the clerk will ask for updated costs/options and will put all the information we have to date on the website. <b>AP6</b></li> <li>• An email was received from a resident regarding an accessible swing. The clerk has written back to say this is something we will be looking at when we look at Butchers Stile.</li> <li>• An email was received from the Crime Commissioner regards local policing and crime issues asking for our views on a survey. Councillor's agreed it would be useful and the clerk will write back <b>AP7</b></li> <li>• An email regarding HS2 was received</li> <li>• Chalc Training Course information was given</li> <li>• Electoral Review of CWAC – draft recommendations – councillors are asked to look at it and give their opinions.</li> <li>• An email from Davenham Beavers – Asking if we have any suggestions to inform Beavers of the issues in the village e.g. litter, road safety. Councillors are invited to go and talk to the Beavers too. It was decided a Dog Poo sign competition for the fields would be a good idea.</li> </ul>
<b>9) Davenham Educational Foundation</b>	
<b>9a) To elect a new representative to join the trustees of Davenham Educational Foundation.</b>	Not decided on at present – will look at the next meeting.
<b>10) New Councillor Vacancy</b>	
<b>Update of applications received</b>	Hopefully we have two candidates and the clerk will put further information in the next meeting pack.
<b>11) To receive reports from Councillors on any external meetings of relevance to the council</b>	
<b>11a) Brief update on any meetings attended.</b>	None
<b>11. Urgent Matters</b>	
<b>11a) Urgent Matters brought to councils attention.</b>	None.
<b>12. Date of Next Meeting</b>	Monday 23 <sup>rd</sup> October 2017 - 7.15pm at Davenham Methodist Church

Part A of the Meeting of the Meeting closed at 9.21pm