

Davenham Parish Council

Minutes of Davenham Parish Council Meeting held on 23rd October 2017
Held at Davenham Methodist Church Hall.
Public Open Forum 7.15 – 7.30pm, Council Meeting 7.30pm

Present:	Cllr. Cooper, Cllr. Mattinson, Cllr. Peel, Cllr. Ryder, Cllr. Salt (Vice-Chair), Cllr. Watson (Chair), Cllr. Wood, Vicky Stock (clerk) 1 member of the public, Cllr. Gaynor Sinar (CWAC)
Apologies:	Cllr. Hudson, Cllr. Ravenscroft
1. Public Session	<p>Cllr. Watson opened the meeting and welcomed everyone.</p> <p>1 member of the public asked if anything could be done regarding parking during school pick-up times and enquired if school capacity was at their limit. Cllr Mattinson said she would speak to school again regarding parking and that school is almost close to full capacity now. Members of the public are asked to speak to school regarding parking matters.</p> <p>The resident also enquired as to why the verges had been tarmacked and thus resulting in making the pavements narrower due to cars no longer parking on the verge. It was explained that CWAC highways are responsible for the roads and pavements. The parish council did pay for some of the verges to be tarmacked to try and help as cars were parking on grassed verges and making the pavements muddy.</p>
2. PCSO/Police Update	<p style="text-align: center;"><u>Davenham Parish Council meeting 23/10/2017</u> <u>Police Update</u></p> <p>This month we have seen a reduction in crime and anti-social behaviour reports compared with the previous month. Schools re-opening may have had an impact on this. Crimes and other incidents have been reviewed for the past 31 days with the following of note:</p> <p><u>Anti-Social Behaviour.</u> Over the past month we have had a few reports of anti-social behaviour relating to a quadbike driving around the village in an anti-social manner. We have provided extra attention at key times but unfortunately we have not managed to locate this vehicle. We do have some lines of enquiry still to follow up regarding this.</p> <p><u>Crimes of note</u> 1 x Shoplifting from Spar, London Road. The offender has been charged with theft and was remanded to prison. 1 x Criminal damage to a car London road. This relates to overnight damage to a car by an unknown object. There are no lines of enquiry for this offence. 1 x Theft of diesel from Jack Lane. Suspects were identified at the scene and arrested for this offence amongst others. We have also dealt with a suspect in relation to theft of flowers/plants/garden ornaments in the village. Evidence was obtained for a total of four crimes which the offender admitted to. The offender has been dealt with by way of community resolution.</p>
3. Apologies for Absence and Declaration of Interests	<p>Apologies for absence – Cllr. Hudson, (Work commitments), Cllr. Ravenscroft (personal commitment)</p> <p>Declaration of Interest – Cllr. Mattinson regarding postage expenses.</p>
4. Minutes	
4a. Approval of Minutes	It was RESOLVED to approve the Parish Council Meeting Minutes of the previous meeting held on 25 th September 2017.
4b. Recap and Update of actions from previous minutes	Action list re-capped on. Some actions still ongoing.
5. Finance	
5a. Financial Report	<p>It was RESOLVED to approve the Financial Report and monies for payment.</p> <p style="text-align: center;">FINANCIAL REPORT Monday 23rd October 2017</p> <p><u>AGENDA ITEM 5a</u></p> <p><u>Bank Balances</u> Reconciled Bank Balance as at 30th September 2017 - £60,194.37 in credit.</p> <p><u>Receipts October 2017</u> None</p> <p><u>Payments for Approval October 2017</u></p>

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	<u>DATE</u>	<u>PAYEE</u>	<u>DETAILS</u>	<u>CHQ No</u>	<u>NET £</u>	<u>VAT £</u>	<u>GROSS £</u>
	23/10/17	Northwich Town Council	Grass Cutting September 2017 for Laburnum and Butcher's Stile	100307	245.00	49.00	294.00
	23/10/17	Les Halman Nurseries Ltd	Daffodil Bulbs for the village	100308	55.00	11.00	66.00
	23/10/17	Katie Mattinson	Expenses – Postage and Stationery for War Memorial Gate Tenders	100309	20.85	1.13	21.98
	23/10/17	Play Inspection and Maintenance Services	Sept 17 Inspection	100310	60.00	12.00	72.00
	23t/10/17	Davenham Poppy Appeal	Civic Wreath	100314	50.00	0	50.00
	23/10/17	Davenham Royal British Legion	Catering towards refreshments following the Remembrance Service and Parade	100315	50.00	0	50.00
	23/10/17	Vicky Stock	Salary for October 2017	100311	778.35	0	778.35
	23/10/17	Vicky Stock	Clerk Expenses	100313	79.46	7.24	86.70
	TOTAL EXPENDITURE October 2017						1419.03
5.b. To consider membership with Society of Local Council Clerks	It was RESOLVED that the council would pay £10 joining fee and £121 subscription to the Society of Local Council Clerks so that the clerk will have access to additional information/support to assist the council.						
5.c. To set a date for the clerk appraisal	Appraisal Date – Thursday 26 th October 2017.						
5.d. To decide whether to Dissolve the Finance Committee	<p>After discussion it was RESOLVED to dissolve the Finance Committee and make the Finance part of current meetings but hold one separate additional meeting to deal with Grants and Precept that all council members must try to attend. Majority vote agreed. 1 abstained. 1 against.</p> <p>It was agreed that if we feel the need to change back to having a separate Finance committee then this could be done in the future but in order to try and avoid duplication of discussions we would trial this way.</p>						
5.e. To review current committees and working groups	DAVENHAM PARISH COUNCIL COMMITTEES AND WORKING GROUPS			MEMBERS			
	Planning Committee			Cllrs Wood, Peel, Watson (1 vacancy)			4
	Maintenance Working Group			Cllrs, Hudson?? (ask), Ravenscroft and Watson			4
	CPRE Representative (Rural England)			Cllr. Mattinson			
	HS2 Meeting Representatives			Cllr. Watson, Peel and Ryder (reserve)			
	Newsletter and Web Site			Cllrs. Cooper, Salt and Mattinson.			2
	Welcome Home Fund Trustee			Cllr. Wood			
	CWAC Area Board Representatives			Cllrs. Watson, Peel or any other Cllr available at time of mtg			
	MINOSOS Liaison Representatives			Cllrs. Watson and Wood.			
	Special Projects Working Group			Cllrs. Hudson, Salt and Peel.			3
	ManAirport Community Liaison Panel Rep			Cllr. Wood plus any other member who can make it in AW absence.			
	Neighbourhood Plan Working Group			Cllrs. Wood, Mattinson, Salt, Peel, Watson.			4+
	Traffic Management Working Group			To be appointed once the Neighbourhood Plan is complete.			
	Children's Educational Trust			Cllr. Watson			
Carnival Committee			Cllr. Mattinson				
Personnel Committee			Cllr. Mattinson, Salt and Ryder			3	
6. Planning and Highway Matters							
6a. Review details of Planning Applications received for consultation.	a) Applications Received for Consultation:						
	Item No.	Application No	Proposal	Location	Comments by:		
	1.	17/04020/FUL	Double Stand Alone Garage	551 London Road Davenham CW9 8LN	26 th October 2017		
	2.	17/04062/FUL	Conversion of former post office into two houses	477-479 London Rd CW9 8NA	1 st November 2017		

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	3.	17/04372/FUL	Single storey extensions to rear	30 Firth Fields CW9 8JB	1 st November 2017
6.b. Notification of CWAC Planning Decisions	b) CWAC Planning Decisions:				
	Item No.	Application No	Proposal	Location	Decision
	1.	17/03618/FUL	Demolition of existing garage and erection of double garage	573 London Road Davenham Northwich Cheshire CW9 8LN	Approval
	2.	17/03950/FUL	Front door canopy and single storey rear extension	23 Firth Fields Davenham Northwich Cheshire CW9 8JB	Approval
	3.	17/03510/FUL	Two storey extension to side, single storey extension to rear and detached garage	Mere Croft 15 Jack Lane Davenham Northwich CW9 8LA	Approval
6c. Neighbourhood Plan Update	Referendum to be held on 30 th November. The polling station was to be held at the School but Cllr. Mattinson has spoken to CWAC and is trying to get the British Legion to be used as a polling station to limit the impact on the school.				
6d. Update on Community Building	Cllr. Ryder has been working through a list of community groups and meeting with them to gauge what they need from a community building, what they would be willing to pay etc. He has also been speaking to some local parish Councils who already have and run a Community Building. Further feedback to follow.				
7. Parish Council Managed Assets and Maintenance (Laburnum Road Field, Butcher's Stile field, War Memorial, Fountain or Village Garden					
7.a. To receive an update from the Village Gardener	October 2017 report "This month has brought the usual work within the village garden leaves are an on-going problem during October/November. Rubbish has been collected on both Butchers stile and Laburnum road. The War Memorial has been sprayed for weeds and this site will be given more attention as is required in preparation for Remembrance Sunday".				
7.b. To discuss any further maintenance required to any village assets	Laburnum Road ginnel needs clearing. AP2				
7.c. To discuss/decide any further action to be taken with regards to the fishing pits on Butcher's Stile	The Clerk has spoken to the Insurance company who have confirmed that we have not liability regards to the Fishing Pits and warning signs are in place. Potentially fencing off the area may be looked at as part of the Butcher's Stile project.				
7.d. To receive any further quotations for work on the Memorial Gates and make a decision based on all quotations received.	A further quotation has now been received for building work which was much more reasonable quotation for the building works. Cllr. Wood has spoken to him to clarify a few details. If Cllr. Wood happy with technicalities and any further clarification required, it was RESOLVED that he go ahead and order the works. Proposed by Cllr. Mattinson, Seconded by Cllr. Watson. The War Memorial Trust Fund amount should cover the amount for the actual gates but the building work will need to be covered by the parish council. The clerk will check if we can apply for any S106 money. AP3				
7.e. To receive an update from Cllr. Salt regarding the Fields in Trust Council Partner of the Year Nomination awards attendance and the draft Deed for Butcher's Stile	Fields in Trust Awards Evening have invited two parish council representatives to attend free of charge to the London event. Cllrs felt that Cllr. Salt should attend as she has done so much work on this. Cllr. Mattinson will attend too. Cllr. Salt has received the draft deed for Butcher's Stile and the Cricket Club will receive a similar one to protect the fields for future generations. It was RESOLVED that Cllrs. were happy with the proposed wording on the deed. Proposed by Cllr. Mattinson. Seconded by Cllr. Watson.				
8. To discuss the future of Bostock Parish Council					
8.a. To discuss Bostock's suggestion of merging with either Davenham or Moulton Parish Council	Bostock have contacted Davenham and Moulton Parish Councils as they are struggling to continue due to lack of interest in the Councillor vacancies. As a close neighbouring community we should perhaps look to support them as if any development occurred in Bostock would affect Davenham. It was decided that this will be discussed in more depth at the joint parish council meeting.				
9. To note details of Remembrance Day Parade and Service - Sunday 12th November 2017					
9a. To note details	Details noted by Councillors.				
10. To receive reports from Councillors on any external meetings of relevance to the council					
10.a Brief update on	Cllr. Watson attended the latest ChALC meeting and gave a brief update.				

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any meetings attended.	
11. Urgent Matters	
11a) Urgent Matters brought to councils attention.	<ul style="list-style-type: none">• To note the date of the next meeting – Monday 27th November 2017• Finance Meeting Monday 20th November 2017 – 7pm• Meeting dates accepted for 2018• Date of joint parish council meeting – TBC but provisionally Wednesday 8th November 2017 at Davenham Methodist Church.

Part A of the Meeting of the Meeting closed at 8.58pm