

Davenham Parish Council

Minutes of Davenham Parish Council Meeting held on 25th June 2018
Held at Davenham Methodist Church Hall.
Public Open Forum 7.15 – 7.30pm, Council Meeting 7.30pm

Present:	Cllr Cath Salt (Chair), Cllr. Mattinson, Cllr. Ryder, Cllr. Spare, Elaine Hamlett (clerk), 4 members of the public, Cllr. Helen Weltman (CWAC)
1. Public Session	<p>Cllr. Salt opened the meeting.</p> <p>2 members of the public wished to discuss the use of Laburnum field for Keep Fit sessions and future Community Health awareness sessions. This is an Agenda item for later and so it was agreed once the policy was in place the information would be sent to them.</p> <p>A member of the public wished to discuss the possibility of re-instating the Zebra Crossing in the village. It was recognised that village children were crossing the busy road before and after school and that a member of the village had been knocked down trying to cross the road. This was discussed but at this time the footfall of public use of the road was below what was required for CWAC intervention and the cost of this project was outside the Parish Councils financial capacity. Assurance was given that this was something that would be monitored.</p>
2. PCSO/Police Update	<p><u>PCSO update from PCSO</u></p> <p>On 10/6/18 I enjoyed promoting the Rural Watch scheme at the open Farm Sunday event at Riverside Organic Farm.</p> <p>Overnight on the 12/6/18 four addresses have had their vehicles broken into. Personal belongings and car parts were taken. The vehicles are thought to of all been left insecure. Enquiries are still ongoing. This happened on Ellingham Way, Hartford Road, Moreville Close, and Church Street.</p> <p>Youth were approached and left with no issues and very apologetic.</p> <p>We are having ongoing reports of ASB at Bowfell Close. We are currently working with residents, housing and our ASB unit to tackle this.</p> <p>Speed enforcement has been carried out on London Road due to complaints of speeding motorists, further Roads will also be done in the upcoming weeks.</p> <p>Youths were seen to enter St Wilf church (derelict) by a neighbour.</p> <p>Thanks PCSO 20403 Smith</p>
3. Apologies for Absence and Declaration of Interests	<p>Apologies received from Cllr. Hudson Overseas, Cllr Ravenscroft unavailable, Cllr Cooper Maternity, Cllr Watson moving house, Cllr Sinfield Holiday</p> <p>Declaration of Interest Cllr Salt – Expenses for bunting Cllr Ravenscroft – Expenses to reimburse cost of plants for village tubs</p>
4. Minutes	
4.a. Approval of Minutes	<p>It was RESOLVED to approve the Parish Council Meeting Minutes of the ACM held on 16th May 2018. Proposed by Cllr. Ryder, Seconded by Cllr. Spare. All in favour.</p> <p>It was RESOLVED to approve the Parish Council Meeting Minutes of the APM held on 16th May 2018. Proposed by Cllr Salt, seconded by Cllr Mattinson. All in favour</p>
4.b. Recap and Update of actions from previous minutes	Action list up-to-date.
5. Finance	
5.a. To approve the Financial Report as circulated and to	It was RESOLVED to approve the Financial Report and monies for payment. Proposed by Cllr. Mattinson. Seconded by Cllr. Ryder. All in favour.

Davenham Parish Council

consider/approve Monies for Payment

FINANCIAL REPORT

Bank Balances

Reconciled Bank Balance as at 31st May - **£54,678.85** in credit.

Receipts none

Payments for Approval June 2018

<u>DATE</u>	<u>PAYEE</u>	<u>DETAILS</u>	<u>CHQ No</u>	<u>NET £</u>	<u>VAT £</u>	
25/6/18	Northwich Town Council	May Cut	100369	245.00	49.00	29
31/5/2018	Elaine Hamlett	Clerk expenses June 2018	100370	102.79		10
31/5/2018	Elaine Hamlett	Clerk Salary June 2018	100374	615.85		61
25/6/18	K Jolley	Fountain Lane Maintenance	100371	150.00		15
25/6/18	D Ravenscroft	Plants for Community Tubs	100372	31.92		31
25/6/18	JDH Business Services	Internal Audit Fee	100373	114.00	22.80	13
15/5/18	Land Registry	Property Checks	DD	8.00		8.0
25/5/18	Land Registry	Property Checks	DD	80.00		80
25/6/18	Cath Salt	Expenses: Bunting for DPC Village Centre	100375	8.99		8.9
25/6/18	HMRC	PAYE TAX/NI	100376	530.14		53
25/6/18	Davenham Methodist Church	Room Hire Jan-June	100377	98.00		98
TOTAL EXPENDITURE May 2018						£2

5.b Approve the Annual Return

Annual Governance Statement was duly read out, agreed and signed. Section 2 Accounting Statements for 2017/18 were duly read, everyone agreed and duly signed by the Chair and Clerk & RPO.

External Audit to be prepared and sent by 2nd July 2018

5c. GDPR

Policy Notice agreed. Proposed by Cath Salt, seconded by Ian Ryder all agreed. This is now to be sent to all on the DPC mailing list.

5d. Standing Orders

These were adopted. Proposed by Cath Salt, seconded by Katie Mattinson. All agreed

5e. General Updates

Committee list updated
Contact sheet updated
Past Chair list updated

6. Planning and Highways Matters

a) Applications Received for Consultation:

Item	/Application No	Proposal	Location	Comments by:
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Davenham Parish Council

No.				
1.	18/01908/FUL	Construction of Stable Block (Retrospective)	Whatcroft Hall, Whatcroft Hall Lane, Davenham, Northwich, CW9 7SQ	12 th June 2018 Comments submitted
2	18/02260/FUL	Single Storey rear extension and front dormer extensions	120 Mount Pleasant Road, Davenham, CW9 8JH	Comments by 5 th July 2018
3	18/02017/FUL	Erection of one low-energy dwelling	1 Fountain Lane, Davenham, CW9 8LT	Comments by 28 th June 2018

6b) CWAC Planning Decisions:

Item No.	Application No	Proposal	Location	Decision
1.	17/03508/FUL	Single Storey side and rear extension	233 Hartford Road, Davenham, CW9 8JT	APPROVAL
2	18/01188/FUL	Single storey rear extension	482 London Road, Davenham, CW9 8HD	APPROVED
3	18/01851/CAT	Ash – to be removed as grown to big	481 London Road, Davenham, CW9 8NA	Pending
4	18/00047	Street Naming	Church Street, Davenham	Objections Over ruled
5	17/03041/LBC	Replacement of single storey lean to	65 Church St Davenham, Northwich	Withdrawn
6	18/01407/FUL	Single storey side and rear extension	16 Prospect Drive Davenham CW9 8JS	APPROVAL

HM Land Registration Confirmation Details

CH641273 **Land and Buildings lying to the South of Hartford Road, Davenham, Northwich CW9 8JF**

V017FGQ **Butchers Stile FiT**

6.d. Update on Community Building

The Project Team have met and they have been invited to attend the PCC meeting on 16th July 2018. Public Consultation to be agreed following the 16th July 2018.

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

Quick report for June
Village garden had a major cut back to bring the height of borders down to
Improve road view as much as is possible with age of the shrubbery
All path ways cleared and treated with weed killer
Same treatment at war memorial site
Fountain weeds treated
Litter collection
No problems to report

I am away 29/6 till 16/7
So if I don't respond to any requests that is why
Normal service resumed after 16/7

7.b. To discuss any further maintenance required to any village assets

Discussion on the fields and the drainage for Butchers Stile.
Discussion on the Village Garden Tree and the Laburnum field Ash tree. No objection to the Planning Application and the date has now passed so quotes to be sought for the work.

7.c. To discuss progress of the Memorial Gate

Work is progressing on the Memorial Gates and should be completed by the end of July. It was suggested that the official Opening of the gates is Saturday 8th September 2018 at 2 pm details to be confirmed.

Davenham Parish Council

(Laburnum Road)	
7.d. Village Keeper Personal Spec	New schedule of work agreed.
7e. Policy for Commercial Use of Fields	<p>Agreed</p> <p>'Not for Profit' Organisations only</p> <p>Application request to Clerk of DPC to include list of Dates field required</p> <p>Activity must be open to Villagers</p> <p>Initial 6 week trial basis</p> <p>Area of use not to restrict public use of existing facilities</p> <p>Risk Assessment and Insurance to be provided to Clerk of DPC in advance of events</p> <p>Absolutely No parking in Laburnum Road or Park hardstanding by participants</p> <p>Fee of £10 per session</p> <p>Not to clash with pre standing Youth Football bookings</p>
8. To receive reports from Councillors on any external meetings of relevance to the Council	
	<p>A meeting with J10 Planning, CWAC and DPC Councillor was held on 13th June to discuss plans for the development of Mount Pleasant Farm. DPC welcomed the engagement opportunity before formal planning took place.</p> <p>Cllr Ryder to contact J10 direct with regard to the Community Hub.</p>
9. Urgent Matters	
	There were none
10. Date of next meeting	
	<p>To note date of next meeting – Monday 30th July 2018</p> <p>Apologies given by Cllr Ryder</p>
11. Closure of Public Meeting	
The Meeting closed at 9.09pm.	