

Davenham Parish Council

**Minutes of Davenham Annual Council Meeting held on 16th May 2018
Held at Davenham Methodist Church Hall.
Annual Council Meeting 7.30pm**

Present:	Cllr Watson (Chair), Cllr Cath Salt (Vice-Chair), Cllr. Hudson, Cllr. Mattinson, Cllr. Ravenscroft, Cllr. Ryder, Elaine Hamlett (clerk), Mr Paul Spare, Mr Brian Sinfield																																																	
1. Apologies:	Cllr. Cooper (Maternity)																																																	
2. Councillor Vacancies	Parish Councillors Voted on the three remaining Candidates Applications. After three rounds of voting Paul Spare and Brian Sinfield were voted onto the Davenham Parish Council as Councillors. AP4 Clerk to send notification to unsuccessful Candidate. New Councillor packs given to new Councillors for completion.																																																	
3. Appoint the Chair for 2018/19	Cllr Cath Salt was proposed as Chair by Cllr Elton Watson and Seconded by Cllr Katie Mattinson. All agreed																																																	
4. Appoint the Vice-Chair for 2018/19	Cllr Andrew Hudson was proposed as Vice-Chair by Cllr Ian Ryder and seconded by Cllr Elton Watson. All agreed																																																	
5. Approval of Minutes and Updates of Actions	Annual Council Meeting Minutes for 22 May 2017 proposed and signed as accepted by Cllr Cath Salt (Chair), seconded by Cllr Elton Watson. All agreed Minutes of Davenham Parish Council meeting 30 April 2018 accepted and signed. Proposed by Cllr Cath Salt (Chair) and seconded by Cllr Katie Mattinson. All agreed																																																	
5.b. Action List	All actions completed																																																	
6. Finance a)	<p>Bank Balances Reconciled Bank Balance as at 30th April - £55,943.74 in credit.</p> <p>Receipts 05/04/18 Cheshire West and Cheshire Precept 2018/19 £25,315.00</p> <p>Payments for Approval May 2018</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="text-align: left;"><u>DATE</u></th> <th style="text-align: left;"><u>PAYEE</u></th> <th style="text-align: left;"><u>DETAILS</u></th> <th style="text-align: left;"><u>CHQ No</u></th> <th style="text-align: right;"><u>NET £</u></th> <th style="text-align: right;"><u>VAT £</u></th> <th style="text-align: right;"><u>GROSS £</u></th> </tr> </thead> <tbody> <tr> <td>16/5/2018</td> <td>Northwich Town Council</td> <td>April Cut</td> <td>100364</td> <td style="text-align: right;">122.50</td> <td style="text-align: right;">24.50</td> <td style="text-align: right;">147.00</td> </tr> <tr> <td>31/5/2018</td> <td>Elaine Hamlett</td> <td>Clerk expenses May 2018</td> <td>100365</td> <td style="text-align: right;">67.09</td> <td></td> <td style="text-align: right;">67.09</td> </tr> <tr> <td>31/5/2018</td> <td>Elaine Hamlett</td> <td>Clerk Salary May 2018</td> <td>100366</td> <td style="text-align: right;">626.25</td> <td></td> <td style="text-align: right;">626.25</td> </tr> <tr> <td>14/5/2018</td> <td>Vicky Stock</td> <td>1&1 repayment</td> <td>100367</td> <td style="text-align: right;">35.96</td> <td></td> <td style="text-align: right;">35.96</td> </tr> <tr> <td>16/5/2018</td> <td>Andrew Percival</td> <td>Butchers Stile Plans</td> <td>100368</td> <td style="text-align: right;">2294.00</td> <td></td> <td style="text-align: right;">2294.00</td> </tr> <tr> <td colspan="6">TOTAL EXPENDITURE May 2018</td> <td style="text-align: right;">£3170.30</td> </tr> </tbody> </table> <p>Report and monies for payment approved including the National Pay rise for Clerks with effect from April 1st 2018. Proposed by Cllr Cath Salt (Chair) seconded by Cllr Katie Mattinson. All agreed</p> <p>Items b & c postponed until 25th June Meeting as all information for Annual Audit with the Internal Auditor until 22nd May.</p> <p>d) National Pay rise for Clerks with effect from April 1st 2018. Agreed as above</p>	<u>DATE</u>	<u>PAYEE</u>	<u>DETAILS</u>	<u>CHQ No</u>	<u>NET £</u>	<u>VAT £</u>	<u>GROSS £</u>	16/5/2018	Northwich Town Council	April Cut	100364	122.50	24.50	147.00	31/5/2018	Elaine Hamlett	Clerk expenses May 2018	100365	67.09		67.09	31/5/2018	Elaine Hamlett	Clerk Salary May 2018	100366	626.25		626.25	14/5/2018	Vicky Stock	1&1 repayment	100367	35.96		35.96	16/5/2018	Andrew Percival	Butchers Stile Plans	100368	2294.00		2294.00	TOTAL EXPENDITURE May 2018						£3170.30
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7 Planning and Highways	a) Applications Received for Consultation:																																																	

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Matters	Item No.	Application No	Proposal	Location	Comments by:
	1	18/01657/FUL	Conversion of outbuilding into one dwelling	Land at 51A Church Street Davenham	29 th May 2018
	2.	18/01677/FUL	Single Storey extension to side and rear	29 Firthfields, Davenham, CW9 8JB	24 th May 2018
	3	18/00047/NEWDEV	Proposed Street Names – Spire View Chapel Crescent	Church Street Development	No Objection OBJECTION
	4	18/01851/CAT	Ash – to be removed as grown too big for space and in the remit of affecting power lines	481 London Road Davenham CW9 8NA	6 th June 2018
7b) CWAC Planning Decisions:					
	Item No.	Application No	Proposal	Location	Decision
	3	18/01188/FUL	Single storey rear extension	482 London Road, Davenham, CW9 8HD	APPROVED
CWAC Planning Acknowledgments:					
	Application No	Proposal	Location	Comments by:	
	18/01349/CAT	B1 Multi Stem Beech	1 Hartford Road, Davenham, CW9 8JT	18 th May	
	18/01350/TPO	Trees on Northern Boundary of Cricket Pitch	DCC, Hartford Road, Davenham Northwich Cheshire CW9 8NJ	APPROVED	
7c	Laburnum/Butchers Stile Updates. No new updates				
7d.	Fountain Lane Update. Ongoing				
7e.	Community Building Update. Cllr Ryder informed the meeting that there were no new members joining the group but interest had been shown in supporting in other ways. A public consultation was planned for early July. It was agreed that any invitation relating to this Consultation could be put into the DPC Newsletter as agreed at the 25 th June Meeting.				
8.Parish Council Managed Assets	<p>8a. Potential for a meeting with DCC, NAA and other interested parties and users of Butchers Stile. DCC have put in a drain pipe from the edge of the pitch and into the fishing pit. No permission has been sought for this work. Look at the DCC Lease re term and conditions. Discussion re the proposal for Butchers Stile Development as per Design Options submitted.</p> <p>8b. Memorial Gates Letter to be sent to Laburnum Road residents explaining the present position/timing of the Memorial Gates and possible completion dates. Also a potential date for Grand Opening of the gates as September. Invite to be put into the Newsletter AP5</p>				
9. Correspondence	2 Requests for use of Laburnum Road Field for Commercial Ventures ie Keep Fit and Yoga Classes. Discuss a Policy for such use at next meeting.				
10. Appoint Members to Committees and Working Groups	Planning Committee		Elton, Brian, Paul		
	Asset Maintenance Working Group		David, Elton		
	HS2 Meeting Representatives		Ian		
	Newsletter and Web Site		Cath, Katie, Ian		
	Welcome Home Fund Trustee		Katie		
	CWAC Area Board Representatives		Helen?		
	MINOSOS Liaison Representatives		Elton		
	Butchers Stile Development Working Group		Andrew, Ian, Elton		

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	Man Airport Community Liaison Panel Rep	General Information to be passed to DPC
	Neighbourhood Plan Working Group	2021 Review – Katie
	Traffic Management Working Group	2019 Review
	Children’s Educational Trust	Elton
	Carnival Committee	Paul
	Personnel Committee	Katie, Cath
	Community Hall Group	Andrew, Ian
	DCC liaison	Ian, Cath
11.To receive reports External Meetings	None	
12.Urgent Matters	<p>Data Protection: To be put as an item on the Agenda for 25th June</p> <p>Savills have been in touch asking for an update on the Community Building and have DPC gone any further with their Plans. They have been informed that there is to be a Public Consultation.</p>	
13.Date of Next Meeting	Monday 30 th July 2018 at 7.15 pm	
14. Closure of Meeting 9.23 pm		