

Davenham Parish Council

Minutes of Davenham Parish Council Meeting held on 24th June 2019
Held at Davenham Methodist Church Hall.
Public Open Forum 7.15 – 7.30pm, Council Meeting 7.30pm

Present:	Cllr. Hudson (Chair), Cllr Ryder (Vice-Chair), Cllr. Salt, Cllr Ravenscroft, Cllr. Spare, Cllr Paul Lee, Elaine Hamlett (clerk), Helen Weltman (CWAC)
1. Public Session	Cllr. Salt opened the meeting. No Public attended
2. New Councillor	On behalf of everyone present, Chair, Cllr Andrew Hudson welcomed Cllr Paul Lee to his new role and to Davenham Parish Council. Cllr Paul Lee expressed his pleasure at joining the Parish Council.
3. PCSO/Police Update	<u>Davenham Parish Council meeting. 24/6/19</u> <u>PCSO Update</u> No Report Received.
4. Apologies for Absence and Declaration of Interests	Cllr Sinfield, Cllr Mattinson, Cllr Watson Declaration of Interest - None

5. Minutes

5.a. Approval of Minutes
It was **RESOLVED** to approve the Annual Parish and Annual Council Meeting Minutes held 20th May 2019. APM (Amended name on item 4) Proposed by Cllr. Ryder, Seconded by Cllr. Salt. All in favour. ACM Proposed by Cllr Cath Salt Seconded by Cllr Paul Spare, All in favour.

5.b. Recap and Update of actions from previous minutes
Action list updated

6. Bank Balances

Bank Balances

Reconciled Bank Balance as at 31st May 2019 - **£61,738.24** in credit.

INCOME JUNE 19

DATE	PAYEE	DETAILS	AMOUNT

DATE	PAYEE	DETAILS	CHQ No	NET £	VAT £	GROSS £
24/06/19	Neil Pattullo	Village Gardener Services	100449	145.00		145.00
24/06/19	Elaine Hamlett	Clerk Salary June 19	100450	636.40		636.40
24/06/19	Elaine Hamlett	Clerk Expenses June 19 inc ICO	100451	111.33		111.33
24/06/19	ROSPA	Annual Inspection 19/20	100452	137.00	27.40	164.40
24/06/19	JDH Business Services Ltd	Internal Audit 18/19	100453	136.00	27.20	163.20
24/06/19	NTC	1,16,29 May Cut	100454	367.50	73.50	441.00
24/6/19	HMRC	Quarterly Tax and NI	100455	555.84		555.84
TOTAL EXPENDITURE JUNE 2019						£2217 .66

Administration Issues

6b To arrange the Annual Joint meeting with Moulton PC. Agreed a date of 23/9/19 7.15pm. Request Agenda Items

6c The Annual Audit Report items were discussed and agreed. Proposed by Cllr Ryder, seconded by Cllr Spare. All Agreed

6d Annual Risk Assessment Approval. Following discussion, Proposed Cllr Ryder, seconded Cllr Hudson, all agreed.

6e Annual Reserves. Following discussion the Annual Reserves were set at 100% of the Precept and to be used for the Butchers Stile Project and the New Community Hall. Proposed Cllr Salt, seconded Cllr Lee All agreed.

6f Budget Update. Councillor discussed the Budget. Proposed Cllr Salt, seconded Cllr Lee All agreed.

Davenham Parish Council

Cllr Mattinson had completed the Makaton training on behalf of Davenham Parish Council and we now have Makaton friendly status.

Drainage quote – comments in 8b

7 Planning and Highways Matters

Item No.	Application No	Proposal	Location	Comments by:
1	19/02155/CAT	Group of self set Ash, Holly, Sycamore and Elder(G1)- Fell to low stump due to adjacent wall movement	17 Church Street, Davenham, CW9 8NE	Awaited
2	19/01977/S73	Variation of condition 2 of planning permission 17/01937/REM to amend approved design to be more in keeping with adjacent properties	Land to rear of 10 Fairholme Road, Davenham	Awaited
3	18/02445/FUL	Proposed two storey and Single storey side/rear extension and associated alterations	20 Fairholme Road, Davenham	Awaited
4	18/03848/FUL	Demolition of conservatory erection of single story rear and front extension	38 Grovemount Davenham	Awaited
5	18/04700/CAT	T1 Beech – reduce crown by approx 1.5-2mtr T2 Yew – fell to low stump	40B Church Street, Davenham	Awaited
6	18/04638/S73	Amendment to 14/0213/OUT update boundary toplot1-20 49-70	Land surrounding Fountain Lane Farm, Fountain Lane, Davenham	WITHDRAWN
7	19/00174/FUL	Proposed conversion of barn to residential dwelling	Mount Pleasant Farm, Davenham	APPROVED
8	19/00175/LBC	Proposed conversion of barn to residential dwelling	Mount Pleasant Farm, Davenham	APPROVED
9	18/03652/FUL	Erection of one dwelling and detached garage	Davenham Tennis Club, London Road Davenham	APPEAL
10	19/00739/FUL	Single storey rear extension. Dormer to 1 st floor . Replace front porch canopy and new canopy to rear. Drop kerb front driveway	20 Church Street Davenham	Awaited
11	19/0109/FUL	Single storey Rear Extension	209 Hartford Road, Davenham CW9 8JP	Awaited
12	19/00947/FUL	Single Storey Rear Extension	187 Hartford Road Davenham CW98JP	APPROVED
13	19/01168/FUL	Single Storey Rear Extension. Proposed pitched roof over side bay window	2 The Oaks Davenham CW9 8SL	Awaited
14	19/01383/CAT	Fell Silver Birch Tree to low stump due to roots lifting pavement and interference with phone lines	65 Church Street, Davenham CW9 8NF	Awaited
15	19/00935/FUL	Increase part of boundary wall from 1.82m to 2.38m	67 Church Street, Davenham, CW8 9NF	APPROVED
16	19/01434/FUL	Demolition of existing rear sun room and erection of single storey rear extension	25 Fountain Lane, Davenham, CW98LT	Submitted

7d Update on New Community Building

Cllr Ryder reported that there was to be another meeting with the Royal British Legion next Thursday to discuss further the site of a new Community Building and what the Parish Council would require.

8. Parish Council Managed Assets and Maintenance (Laburnum Road Field, Butcher's Stile field, War Memorial, Fountain or Village Garden

8a. To receive an update from the Village Gardener	No separate Report. Invoice showed work done
8.b. To receive updates on PC Managed Assets	Quote received from Bagleys. Agreed to go ahead with work following a meeting with them on Tuesday 25 th June to secure some detailed spec of the work. Proposed Cllr Ryder, seconded Cllr Salt All agreed. The Councillors discussed the new Lease for Davenham Cricket Club. Quotes received were accepted and it was agreed to go with Dixons Solicitors. A 25 year Lease was agreed and that it would be necessary to include clauses of Car Park use and maintenance of the rear of the Clubhouse and prohibited use for vehicle and machinery storage. Proposed Cllr Hudson, seconded Cllr Lee all agreed.

9. To receive reports from Councillors on any external meetings of relevance to the Council

Cllr Watson reported that he had attended a Minosus meeting and requested a formal letter to confirm the Parish Councils support of twice a year frequency of these meetings

10. Urgent Matters

None

11. Date of next meeting

To note date of next meeting – 29th July 2019

12. Closure of Public Meeting 9.00pm

Davenham Parish Council

Part B Confidential Matters