

Davenham Parish Council

Minutes of Davenham Parish Council Meeting held on 20th April 2020
Public Open Forum CLOSED Council Meeting 7.30pm
Via Skype Conference call

Present:	Cllr Hudson (Chair), Cllr Ryder (Vice-Chair) Cllr Salt, Cllr Pasquill, Cllr Elton Watson, Cllr Lee, Cllr Tutt, Cllr Spare Elaine Hamlett (clerk),
1. Public Session	Public session – No public requested to be present
2. PCSO/Police Update	No report recieved
3. Apologies for Absence and Declaration of Interests	Cllr Ravenscroft, (No technology available/CoVID 19 Isolation) There were no declarations of interest

4. Minutes

4.a. Approval of Minutes	It was RESOLVED to approve the Parish Council Meeting Minutes 23 rd March 2020. Motion Proposed by Cllr Tutt, Seconded by Cllr. Ryder. All in favour.
4.b. Recap and Update of actions from previous minutes	Action list To Be Completed. Cllr Watson will contact CWAC re footpath around War Memorial and will continue to chase this matter. Will be added to the agenda next month. Cllr Lee has offered to support Cllr Watson chasing this work.
5 Finance and Administration	

AGENDA ITEM 6

Bank Balances

Reconciled Bank Balance as 31st March 2020 £27,826.59 in credit.

DATE	PAYEE	DETAILS	AMOUNT
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DATE	PAYEE	DETAILS	CHQ No	NET £	VAT £	GROSS £
20/04/2020	E Hamlett	April Salary		645.16		645.16
20/04/2020	E Hamlett	April Exp inc Website fee		132.76		132.76
20/04/2020	Keith Jolley	Fountain Lane Gardens		150.00		150.00
TOTAL EXPENDITURE 20th April 2020						£927.92

Administration and Finance issues

- a) **Approval of finance report.** **Motion** proposed Cllr Hudson, Seconded Cllr Salt, all agreed
- b) **Administration** ; Clerk reported problem with Laptop and would have it serviced after lockdown. A new laptop may be required if unsuccessful.
- c) **Budget Update** – All agreed and noted. **Motion** Proposed by Cllr Hudson, Seconded Cllr Salt all agreed
- d) **Audit 19/20** – Awaiting details from internal auditors.
- e) **Clerk Salary** – The Salary had not been addressed over two years and it motioned that the scale should be raised from SP23 to SP25. **Motion** Proposed by Cllr Hudson, Seconded Cllr Salt all agreed. It was agreed that once lockdown was over appraisals would commence with Cllrs Salt and Ryder.
- f) **Donation to re-schedule Village Carnival** – This was no longer applicable as it would not be re-scheduled.

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AGENDA ITEM 6a

a) Applications Received for Consultation:

Item No.	Application No	Proposal	Location	Comments by:
1	20/00963/LBC	Removal of existing porch, replace windows, various Internal Alterations. Replace fencing and gates.	Dane Cottage 63 Church Street Davenham CW9 9NF	26 th April 2020
2	20/01072/LBC	Conversion of garage to holiday let and erection of detached garage	511 London Road Davenham Northwich CW9 8NA	7 th May 2020

6b) CWAC Planning Decisions:

Item No.	Application No	Proposal	Location	Decision
1	19/04549/CAT	Silver Birch (T1) – fell to low stump. Outgrown space. Compromising sandstone pavement	Dane Cottage, Church Street, Davenham	AWAITED
2	18/02583/LBC	Replacement of existing single storey lean to structure and replacement windows throughout the property - amendment to application	65 Church Street, 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	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
7	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
8	19/04030/CAT	Felling of willow trees overhanging neighbours drive	539 London Road Davenham	Awaited
9	20/00100/FUL 	Two storey extension to rear and associated alterations	9 Hartford Road Davenham Northwich Cheshire CW9 8JA	Awaited
10	20/00834/CAT	Fell 1 Cherry Tree to stump – excessive shading of neighbouring properties and growing into overhead power lines	61 Church Street Davenham CW9 8NF	25 th March 2020
11	20/000843/FUL	Single storey rear and first floor side extension	57 Merebank Davenham CW9 8NB	1 st April 2020 This is a second issue?
12	20/00924/LBC	Conversion of traditional agricultural building into six dwellings with parking and gardens. Conversion two steel portal framed buildings into car ports and demolition of all other redundant agricultural buildings	Manor Farm, Old Lane, Davenham, CW9 7SD	15 th April 2020

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

7a. To receive an update from the Village Gardener	No report received
	Laburnum Field

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7.b. To receive updates on PC Managed Assets	<p>Reports of problems with the fencing around the pond. Cllr Ravenscroft to be asked to look at the problem and report back.</p> <p>Butchers Stile Signage had be put on the gates asking that no vehicles to be parked in front of the gates as access required 24/7. Contractor contacted re the ruts left following settlement of the drainage work. Also a quote for the footpath around the field requested.</p> <p>DCC - Awaiting progress of the Lease</p>
8. Projects	
<p>Community Hub Cllr Ryder reported of Skype meetings with Cheshire Community Action who has asked for a copy of the RBL and Social Club lease and relevant paperwork to enable them to make recommendations to DPC to move forward and structure collaborations. Constitution to be forwarded to all Cllrs.</p> <p>Mosaic Awaiting update – Cllr Salt to chase up designs and further information from Artist. Once received this can be used to speak with the brewery and Planning.</p> <p>Paving Awaiting further information from CWAC and for jet washing to happen. Cllr Watson to progress this.</p> <p>Fountain Lane Cllr Watson to email again</p> <p>War Memorial Cleaning and re-lettering quotes awaited Village Traffic Improvements. – Signage and Crossings discussed and this item would be added to Future Agenda's as an ongoing project.</p>	
9.To receive reports from Councillors on any external meetings of relevance to the Council	There were none
10. Urgent Matters	
<p>The Village Street and Road Community Support Groups were discussed and the people involved praised for all their hard work supporting the Vulnerable during CoVID 19 Lockdown. Cllr Pasquill to put all the Whatsapp contact details on the DPC Facebook page.</p> <p>No AGM to take place until after Lockdown</p>	
11. Date of next meeting	
To note date of next meeting 18 th May 2020 – Via Skype Conference Call	
12. Closure of Public Meeting	20.25 pm

Part B Confidential Matters