

Davenham Parish Council

Minutes of Davenham Annual Council Meeting held 18th May 2020
Held via Skype
Annual Council Meeting 7.30pm

| Present: | Cllr. Hudson (Chair), Cllr. Ryder (Vice-Chair), Cllr Spare, Cllr Watson, Cllr. Ravenscroft, Cllr Cath Salt, Cllr Tutt, Cllr Pasquill, Cllr Lee, Elaine Hamlett (clerk), | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| 1. Apologies: | No Apologies | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2/3 Appoint the Chair for 2019/20 | Cllr Andrew Hudson (Chair) Cllr Ryder (Vice-Chair) were re-elected for a second term. Proposed by Cllr Ravenscroft Seconded by Cllr Watson All agreed Cllr Andrew Hudson (Chair) Cllr Ryder (Vice-Chair) declared their Acceptance | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4 .Approval of Minutes and Updates of Actions | It was RESOLVED to approve the Parish Council meeting Minutes of the meeting held on 20 th April 2020. Proposed by Cllr Hudson Seconded by Cllr Ryder. All in favour | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4.b. Action List | All actions completed | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5. a) Finance | <p>Bank Balances Reconciled Bank Balance as 30th April 2020 £53,724.67.67 in credit.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>DATE</th> <th>FROM</th> <th>DETAILS</th> <th>AMOUNT</th> </tr> </thead> <tbody> <tr> <td>14/04/2020</td> <td>CWAC</td> <td>Precept</td> <td>26,801.00</td> </tr> </tbody> </table> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>DATE</th> <th>PAYEE</th> <th>DETAILS</th> <th>CHQ No</th> <th>NET £</th> <th>VAT £</th> <th>GROSS £</th> </tr> </thead> <tbody> <tr> <td>18/05/2020</td> <td>E Hamlett</td> <td>May Salary</td> <td>100517</td> <td>679.32</td> <td></td> <td>679.32</td> </tr> <tr> <td>18/05/2020</td> <td>E Hamlett</td> <td>May Exp</td> <td>100516</td> <td>39.34</td> <td></td> <td>39.34</td> </tr> <tr> <td>18/05/2020</td> <td>NTC</td> <td>7&20 April cuts</td> <td>100518</td> <td>183.75</td> <td>36.75</td> <td>220.50</td> </tr> <tr> <td>18/05/2020</td> <td>ICO</td> <td>Subscription 20/21</td> <td>100520</td> <td>40.00</td> <td></td> <td>40.00</td> </tr> <tr> <td>18/05/2020</td> <td>ROSPA</td> <td>Annual Inspection</td> <td>100519</td> <td>137.00</td> <td>27.40</td> <td>164.40</td> </tr> <tr> <td colspan="6">TOTAL EXPENDITURE 20th April 2020</td> <td>£1143.56</td> </tr> </tbody> </table> | | | | | DATE | FROM | DETAILS | AMOUNT | 14/04/2020 | CWAC | Precept | 26,801.00 | DATE | PAYEE | DETAILS | CHQ No | NET £ | VAT £ | GROSS £ | 18/05/2020 | E Hamlett | May Salary | 100517 | 679.32 | | 679.32 | 18/05/2020 | E Hamlett | May Exp | 100516 | 39.34 | | 39.34 | 18/05/2020 | NTC | 7&20 April cuts | 100518 | 183.75 | 36.75 | 220.50 | 18/05/2020 | ICO | Subscription 20/21 | 100520 | 40.00 | | 40.00 | 18/05/2020 | ROSPA | Annual Inspection | 100519 | 137.00 | 27.40 | 164.40 | TOTAL EXPENDITURE 20th April 2020 | | | | | | £1143.56 |
| DATE | FROM | DETAILS | AMOUNT | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 14/04/2020 | CWAC | Precept | 26,801.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| 18/05/2020 | E Hamlett | May Salary | 100517 | 679.32 | | 679.32 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| TOTAL EXPENDITURE 20th April 2020 | | | | | | £1143.56 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5. b) Administration | Report and monies for payment approved. Proposed by Cllr Tutt, seconded by Cllr Cath Salt .All agreed The only Administration issue was the DPC Computer needed repair. Agreed to go ahead and repair. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5. c) Approve, Amend Annual Risk Assessment and Standing Orders | Amended to include CoVID 19 Government Instruction to close all Play areas because of potential contamination and spread of the virus. To restrict social gathering and encourage Social Distancing until such as time as instructed otherwise by the Government. Annual Risk Assessment Approval Agreed. Proposed by Cllr Spare, seconded by Cllr Tutt All agreed. Standing Orders Approved. Proposed by Cllr Ryder, seconded by Cllr Tutt, All agreed | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5. d) Audit 18/19 | The 19/20 Audit was on hold until the Internal Auditor contacted the Clerk with a date for collection of the books. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5. e) Budget Update and approval of reserves. | Budget discussed and Agreement proposed by Cllr Hudson, seconded by Cllr Watson, All agreed. Reserves to be discussed at a future date. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6 Planning and Highways Matters | <p>a) Applications Received for Consultation:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Item No.</th> <th>Application No</th> <th>Proposal</th> <th>Location</th> <th>Comments by:</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>20/01496/CAT</td> <td>Pear T1 cut and fell</td> <td>4 Church Street, Davenham CW9 8NE</td> <td>22nd May 2020</td> </tr> <tr> <td>2</td> <td>20/01203/FUL</td> <td>Construction of one dwelling</td> <td>51a Church Street,</td> <td>27th May 2020</td> </tr> </tbody> </table> | | | | | Item No. | Application No | Proposal | Location | Comments by: | 1 | 20/01496/CAT | Pear T1 cut and fell | 4 Church Street, Davenham CW9 8NE | 22 nd May 2020 | 2 | 20/01203/FUL | Construction of one dwelling | 51a Church Street, | 27 th May 2020 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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Davenham Parish Council

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| | NB | 20/01072/LBC | Conversion of garage to holiday let and erection of detached garage | Davenham, CW9 511 London Road Davenham Northwich CW9 8NA | INPUT FROM Cllr Welton |
| 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 | APPROVED |
| 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 | Awaited |
| 11 | 20/000843/FUL | Single storey rear and first floor side extension | | 57 Merebank Davenham CW9 8NB | APPROVED |
| 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 | Awaited |
| 13 | 20/00963/LBC | Removal of existing porch, replace windows, various Internal Alterations. Replace fencing and gates. | | Dane Cottage 63 Church Street Davenham CW9 9NF | Awaited |
| 14 | 20/01072/LBC | Conversion of garage to holiday let and erection of detached garage | | 511 London Road Davenham Northwich CW9 8NA | Awaited |
| <p>6c. Noted that the Traveller Site had submitted a planning application for a single bungalow. Application had not been received by Davenham Parish Council as yet. Also the application regarding the Pear Tree would be addressed to see if TPO status could be secured.</p> <p>6d New Community Building Update Reported by Cllr Ryder. Things were still underway and talks continuing with CCA for their view on the use of the Davenham British Legion Club. There were still a great deal to discuss about the use of the Club as a Community Hub and the lease and Limited Company status will be discussed further. Paperwork regarding this will be sent to CCA and Cllrs. To enable advice and further discussion to continue.</p> | | | | | |
| 7. Parish Council Managed Assets | <p>7a) Village Gardener Report. None received but contact had been made and work will resume immediately around the village. The Planters at the War Memorial would be planted with a central shrub/tree by Cllr Tutt and costed back to the DPC. £150 was to be allocated for this work. Proposed Cllr Lee, seconded Cllr Hudson and all agreed.</p> <p>7b) To receive update on Parish Council Managed Assets:</p> <ul style="list-style-type: none"> - Laburnum Road. Cllr Ravenscroft attended at the site to inspect the fencing. He reported that there was no problem the wire just needed adjusting and further wire fencing adding. - Butchers Stile. Still awaiting Groundworks Quote - DCC. 'Fields in Trust' status plaque had been installed at the Clubhouse. Still awaiting the DCC to get back to DPC regarding the new lease. | | | | |

Davenham Parish Council

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| 8. Appoint Members to Committees and Working Groups | Planning Committee | Cllr Paul Spare, In reserve Cllr Paul Lee |
| | Asset Maintenance Working Group | David, Elton |
| | HS2 Meeting Representatives | Cllr Watson, Cllr Lee, Cllr Spare in reserve and Cllr Tutt in reserve |
| | Cllr | Cllr. Cath Salt, Cllr Paul Spare |
| | CWAC Area Board Representatives | Cllr Helen Weltman, Cllr Elton Watson |
| | MINOSOS Liaison Representatives | Cllr Elton Watson |
| | Butchers Stile Development Working Group | Cllr Andrew Hudson, Cllr Ian Ryder, Cllr Elton Watson, Cllr Cath Salt, Cllr David Ravenscroft |
| | Neighbourhood Plan Working Group | 2021 Review |
| | Children's Educational Trust | Cllr Elton Watson |
| | Carnival Committee | Cllr Cath Salt |
| | Personnel Committee | Cllr Ian Ryder, Cllr Cath Salt |
| | Community Hall Group | Cllr Andrew Hudson, Cllr Ian Ryder, Cllr Paul Spare |
| | DCC liaison | Cllr Ian Ryder, Cllr Cath Salt |
| 9. Projects | <p>Community Hall As discussed at item 6d</p> <p>Mosaic A meeting is to be held this week with the Artist who will decide on the size, costing and builders to use for the Mosaic. Public Access is crucial and suggestions of a re-design of the Community garden to enable the most to be made of access for the viewing of the finished Mosaic. A new working group was to be set up with Jan the artist, Cllr Salt, Elaine Hamlett the Clerk and Cllr Tutt.</p> <p>Paving This is an ongoing issue with DPC and CWAC</p> <p>Fountain Lane The gardens will be cared for by Mr Jolley as usual once the road barriers and traffic lights have been removed.</p> <p>War Memorial It was suggested that a new flagpole for the Memorial be sourced and then a DPC Flag and Union Jack could be flown permanently. Quotes to be sourced.</p> <p>Ongoing Village Traffic Improvements</p> | |
| 10.To receive reports External Meetings | No External Meetings | |
| 11.Urgent Matters | None | |
| 12.Date of Next Meeting | Monday 22nd June 2020 at 7.15 pm | |
| 13. Closure of Meeting 8.45 pm | | |