

# Davenham Parish Council

**Minutes of Davenham Annual Council Meeting held 17<sup>th</sup> May 2020  
Held at Davenham Royal British Legion  
Annual Council Meeting 7.30pm**

<b>Present:</b>	<b>Cllr. Hudson (Chair), Cllr. Ryder (Vice-Chair), Cllr Spare, Cllr Watson, Cllr. Ravenscroft, Cllr Tutt, Cllr Lee, Elaine Hamlett (clerk),</b>
<b>1. Apologies:</b>	No Apologies.  No declarations of Interest
<b>2/3 Appoint the Chair for 2019/20</b>	Cllr Ryder (Chair) proposed by Cllr Watson, seconded by Cllr Ravenscroft, all agreed and Cllr Tutt (Vice-Chair) Proposed by Cllr Ryder, seconded by Cllr Hudson, All agreed  Cllr Ryder (Chair) Cllr Tutt (Vice-Chair) declared their Acceptance and signed.  Following the resignation of the two Councillors it was agreed to advertise immediately for replacements. Positions to be advertised asap. Proposed by Cllr Ryder, seconded by Cllr Hudson, All agreed
<b>4 .Approval of Minutes and Updates of Actions</b>	It was RESOLVED to approve the Annual Council Meeting Minutes. Proposed by Cllr Ryder seconded by Cllr Hudson. All in favour  It was RESOLVED to approve the Annual Parish Meeting Minutes of the meeting held on 20 <sup>th</sup> April 2020. Proposed by Cllr Ryder seconded by Cllr Ravenscroft. All in favour  It was RESOLVED to approve the Parish Council Meeting Minutes of the meeting held on 19 <sup>th</sup> April 2021. Proposed by Cllr Ryder seconded by Cllr Watson. All in favour
<b>4.b. Action List</b>	All actions completed. Cllr Tutt informed the meeting that all plants required for the Village tubs had been given free of charge by the local nursery. Thanks would be sent to the owner on behalf of the Council.

<b>5. a) Finance</b>	<b>Bank Balances</b> Reconciled Bank Balance 30/04/2021 £53,823.36 in credit.						
	INCOME						
	<b>DATE</b>	<b>FROM</b>	<b>DETAILS</b>	<b>AMOUNT</b>			
	08/04/2021	CWAC	Precept 21/22	26,786.00			
	<b>DATE</b>	<b>PAYEE</b>	<b>DETAILS</b>	<b>Transaction Ref</b>	<b>NET £</b>	<b>VAT £</b>	<b>GROSS</b>
	04/05//2021	Rayner Rayner	Gardener Fees April	210430.1	325.93		325.93
	04/05/2021	ROSPA	Annual Play Inspection	54805	72.00	14.40	86.40
	04/05/2021	Changing Lives (20/21)	Payroll 20/21	6237	140.00	28.00	168.00
	17/05/2021	K Jolley (20/21)	20/21 Fountain Maintenance		150.00		150.00
17/05/21	E Hamlett	May Salary		747.81		747.81	
17/05/21	Bagleys	Invoice for Footpaths	108823	27,459.20	5491.84	32,951.04	
17/05/21	HMRC	6/5/21 to 5/6/21 PAYE	475/XB15956	219.81		219.81	
17/05/2021	NTC	April Grass Cuts	4919	245.00	49.00	294.00	
17/05/2021	Alan Lewis	Consultancy	1196	468.70	93.74	562.44	
17/05/2021	Quay Payroll	PAYE	SI-14	12.45		12.45	

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	<b>TOTAL EXPENDITURE 17<sup>th</sup> May 2021</b>						<b>£35,517.88</b>
<p><b>5. a)</b></p> <p><b>5. b) Approve, Amend Annual Risk Assessment and Standing Orders</b></p> <p><b>5. c) Audit 20/21</b></p> <p><b>5. d) Budget Update and approval of reserves.</b></p> <p><b>5. e) Play Inspector</b></p> <p><b>5. f) Maintenance SLA</b></p> <p><b>5. g) Resilience Plan</b></p> <p><b>5. h) Newsletter</b></p>	<p><b>Finance Report</b> It was RESOLVED to approve the Parish Council Finance Report. <b><i>Also separate approval was given for the invoice for Baguley's for £ 32,951.04.</i></b> Proposed by Cllr Tutt seconded by Cllr Ryder. All in favour</p> <p>It was RESOLVED to approve the Parish Council Meeting Annual Risk Assessment, Standing Orders and Asset Register. Proposed by Cllr Lee seconded by Cllr Tutt. All in favour</p> <p>Following the Clerks reporting of the details it was RESOLVED to approve the AGAR for 2020/21. Proposed by Cllr Hudson seconded by Cllr Watson. All in favour. The Chair signed the AGAR Section 1 and 2</p> <p>It was RESOLVED to approve the Budget and Project Reserves for 2021/22. Proposed by Cllr Hudson seconded by Cllr Watson. All in favour</p> <p>Following discussion regarding the new Play Area Inspector, of the three companies put forward it was decided to go with Morral Play Services. Proposed by Cllr Lee seconded by Cllr Tutt. All in favour</p> <p>Following discussion it was decided not to renew the Northwich Town Council SLA and to offer the contract to Lawton's. Only two Tenders offered.</p> <p>Resilience Plan – this was postponed until the next meeting to give time to get some advice from Cheshire West and Chester Council</p> <p>Newsletter: Following discussion it was decided to put a flyer out before the Summer and again in November. All submissions be sent to the Clerk in the next two weeks and arrangements made to print this asap.</p>						

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<b>6 Planning and Highways Matters</b>	<u>AGENDA ITEM 6a</u>				
	<b>6a) Applications Received for Consultation:</b>				
	<b>Item No.</b>	<b>Application No</b>	<b>Proposal</b>	<b>Location</b>	<b>Comments</b>
	1	21/01310/FUL	Demo of existing conservatory and erection of single storey rear/side extension	19 Hartford Road, Davenham, CW9 8JA	15 <sup>th</sup> May
	2.	21/01715/TPO	T1 horse chestnut – weight reduce heavier limbs by 2-3 mtr	3 Bell Crescent, Davenham CW9 8GD	19 <sup>th</sup> May
	3	21/01442/FUL	installation of external wall insulation	39 Jack Lane Davenham Northwich Cheshire CW9 8LF	25 May
	4	21/01535/FUL	Two storey side extension	650 London Road Davenham Northwich Cheshire CW9 8LG	26 <sup>th</sup> May
	5	21/01536/FUL	Two storey and single storey side extension and alteration to existing front bay window with new porch	53 Hartford Road Davenham Northwich Cheshire CW9 8JE	26 <sup>th</sup> May
	6	21/01974/CAT	Proposal: Beech (T1) - reduce crown by 20%, weight reduce 2 leading stems. Oak (T2), Silver Beech (T3), Yews and Conifers (T5), Ash (T6) and Mixed Hedge (T7) - fell to low stump. Beech (T4) - reduce crown by 20% and remove any major deadwood.	34A Church Street Davenham Northwich Cheshire CW9 8NF	2 <sup>nd</sup> June
	<b>6b) CWAC Planning Decisions:</b>				
<b>Item No.</b>	<b>Application No</b>	<b>Proposal</b>	<b>Location</b>	<b>Decision</b>	
1	<b>19/04549/CAT</b>	Silver Birch (T1) – fell to low stump. Outgrown space. Compromising sandstone pavement	Dane Cottage, Church Street, Davenham	Awaited	
2	<b>18/02583/LBC</b>	Replacement of existing single storey lean to structure and replacement windows throughout the property - amendment to application	65 Church Street, Davenham	Awaited	
3	<b>18/02445/FUL</b>	Proposed two storey and Single storey side/rear extension and associated alterations	20 Fairholme Road, Davenham	Awaited	
4	<b>18/03848/FUL</b>	Demolition of conservatory erection of single story rear and front extension	38 Grovemount Davenham	Awaited	
5	<b>18/04700/CAT</b>	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	<b>19/02155/CAT</b>	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	<b>19/04030/CAT</b>	Felling of willow trees overhanging neighbours drive	539 London Road Davenham	Awaited	

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9	<b>20/00834/CAT</b>	Fell 1 Cherry Tree to stump – excessive shading of neighbouring properties and growing into overhead power lines	61 Church Street Davenham CW9 8NF	Awaited	
10	<b>20/01496/CAT</b>	Pear T1 cut and fell	4 Church Street, Davenham CW9 8NE	Awaited	
11	<b>20/01072/LBC</b>	Conversion of garage to holiday let and erection of detached garage	511 London Road Davenham Northwich CW9 8NA	Awaited	
12	<b>20/01678/CAT</b>	Sycamore (T1) - Fell to low stump	4 Bell Crescent Davenham Northwich CW9 8GD	Awaited	
13	<b>20/01612/106</b>	Variation of the Section 106 agreement with reference to the mortgage exclusion clause relating of planning permission 14/02130/OUT	Land Surrounding Fountain Lane Farm Fountain Lane Davenham Northwich	Awaited	
14	<b>20/01711/CAT</b>	4 Silver Birch trees require work. 1 tree requires full removal due to position/lean onto neighbouring property. Remaining 3 trees requires topping of 30% reduction in height. 1 of the remaining trees is leaning close to electricity line and will require full branch removal	25 Church Street Davenham Northwich Cheshire CW9 8NE	Awaited	
15	20/02750/TPO	2 x Ash Trees – sectional dismantle using rigging method to ground level leaving stumps as close to grade as possible	Park Cottage, London Road Davenham CW9 8LL	Awaited	
16	20/02875/CAT	Removal of Birch Tree near site entrance. Removal of dead Birch. Trees adjacent to 10 Bell Crescent	Bell Crescent and Spire View Davenham	Awaited	
17	20/03779/TPO	Diseased Horse Chestnut to be felled	Land at 366161 370920 Church Street Davenham	Awaited	
18	20/03977/FUL	Four caravan plots with toilet amenity block DAVENHAM/BOSTOCK PARISH	Oakland Park, London Road, Davenham, CW9 8LH	Awaited	
19	20/04080/FUL	Single storey rear extension for use as a Granny Annexe.	Robins Nest 26 Firth Fields Davenham Northwich CW9 8JB	Awaited	
20	20/03886/FUL	Erection of dormer bungalow	104 Mount Pleasant Road, Davenham CW9 8JH	Awaited	
21	20/04592/FUL	Single storey side extension	13 Mount Pleasant Road, Davenham CW9 8JG	APPROVED	
22	20/04411/FUL	Installation of three front velux roof windows, single storey side and rear extension, loft conversion and rear dormer	25 Grovemount Davenham Northwich Cheshire CW9 8LY	Awaited	
23	20/04731/FUL	Two storey side extension and replace existing Timber and PVCU windows	484 London Road Davenham Northwich Cheshire CW9 8HW	Awaited	
24	21/00064/FUL	Single Storey rear extension	10 The Oakes Davenham CW9 8SL	Awaited	
25	21/00096/FUL	Part Garage Conversion, Alteration to windows/doors, internal alterations	561 London Road Davenham CW9 8LN	Awaited	
26	21/00190/FUL	Single storey extension to side and rear	19 The Oakes Davenham Northwich CW9 8SL	Awaited	

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27	21/00517/CAT	Oak (T1) - Crown lift 2 low limbs and reduce remaining overhang by approximately 2m.	513 London Road Davenham Northwich Cheshire CW9 8NA	Awaited
28	21/00826/TPO	Yew (T1) - Minor crown reduction to re-balance and tidy crown, reducing extremities by approx 0.5m.	513 London Road Davenham Northwich Cheshire CW9 8NA	Awaited
29	21/00739/FUL	Demolish Store and existing kitchen and erection of two storey side extension and single storey rear extension	26 Rayleigh Avenue, Davenham, Northwich, CW9 8LE	Approved
	21/00936	First floor extension and single rear extension	53 Jack Lane Davenham CW9 8LF	Awaited
	21/00924/S73	Removal of condition 4 (removal of permitted development) on Planning permission 20/02868/FUL	513 London Road Davenham CW9 8NA	Awaited
	21/00972/FUL	Single Storey front extension, first floor and single storey rear extension	67 Mere Bank Davenham CW9 8NB	Awaited
	21/01046/FUL	Replacement of first floor flat roof with pitched roof, addition of porch and pitched roof to bay window to front elevation and render finish to existing walls.	5 Green Avenue Davenham CW9 8HZ	Awaited
<p>Cllr Ravenscroft had visited all the sites where applications had been made to remove/Cut trees and the planning dates had now passed. These were now done and dealt with and will now be removed from the list above.</p>				

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<b>7.Parish Council Managed Assets</b>	<p>7a Laburnum Field: There were a few issues with the Play equipment following the latest Inspection. It was agreed to ask a local Maintenance Man to attend and do the repairs required.</p> <p>7b Butchers Stile: Work on the footpaths was almost complete and the BMX track was underway. The Play area was under discussion with the Primary School and a design would be put to the DPC as soon as possible. The budget would need to be discussed, amended and reviewed at every step to ensure we get the best from value and amenities for the Village with the funding we have.</p> <p>7c DCC The invoice for this years rental was agreed with the Councillors and would be sent immediately.</p>
<b>8. Appoint Members to Committees and Working Groups</b>	<p>Postponed until next Agenda and await newly appointed Councillors</p>
<b>9. Projects</b>	<p><b>Community Hall</b> This Item would now be removed from DPC Projects. A separate Committee will be formed by the Social Committee of the DRBL who will run this alongside the British Legion. This will remain as a Co Project with DPC with responsibility held by the DRBL Committee. The new name for the venture was proposed as 'The Olive Branch Café'</p> <p><b>Mosaic</b> A meeting is to be held on Saturday with Councillors on site at 9am on Saturday 22<sup>nd</sup> May 2021 to go through what is realistic moving forward with this project</p> <p><b>Paving</b> This is an ongoing issue with DPC and CWAC and will be removed from this section and added to the Planning section</p> <p><b>Fountain Lane:</b> Nothing to report</p> <p><b>War Memorial:</b> Nothing to report</p> <p><b>Village Traffic Improvements</b> Speak with Highways re: re-painting the road speed signs. Also look at commissioning a traffic survey in September this year. This is an ongoing issue with DPC and CWAC and will be removed from this section and added to the Planning and CWAC section</p>
<b>10.To receive reports External Meetings</b>	<p>No External Meetings</p>
<b>11.Urgent Matters</b>	<p>Write to owner of the field next to Butchers Stile to ask if they would consider renting it to DPC.</p>
<b>12.Date of Next Meeting</b>	<p>Monday 21/6/21 at 7.15 pm DRBL</p>
<p><b>13. Closure of Meeting 9.10 pm</b></p>	