

# WINCHAM PARISH COUNCIL

## MINUTES OF THE MEETING OF WINCHAM PARISH COUNCIL HELD ON WEDNESDAY 21 NOVEMBER 2012 AT 7.30 PM IN WINCHAM COMMUNITY CENTRE

**Present:** Parish Councillors: P O'Halloran, K Barker, D Turner, D Pugh, A Makepeace, I Parr, D Cooke and B Cooke.

**Ward Councillors:** N Wright and M Byram

**Parish Clerk:** N Morris.

**Representatives of Emery**

**Members of the public.**

During the public forum, members of the public raised the following issues:-

- i. Whether the website could show the agenda of meetings before Parish Council Meetings. It was explained that at present the scheme for website allowed only 12 notifications of change each year. The Clerk was asked to investigate whether this could be amended to allow the agenda to be posted before each meeting.
- ii. Whether the newsletter could be produced and distributed more promptly. This request was noted.

### **1. Apologies for absence**

*Resolved to accept apologies from Councillors Smith and Casson and Ward Councillor Hammond.*

*Proposed: Cllr Barker*

*Seconded: Cllr Makepeace*

### **1. Declarations of any**

**(a) disclosable pecuniary interests or**

**(b) other disclosable interests**

**as required Under Chapter 7 of the Localism Act 2011.**

- i. Cllr Makepeace declared a disclosable pecuniary interest in item 24 ii.
- ii. Cllr O'Halloran declared a disclosable interest in Item 23 12/01698/FUL – (Residential development of 17 affordable dwellings on land adjacent and rear of Meadow Croft, Linnards Lane, Wincham. )
- iii. Ward Councillors Wright and Byram declared an interest in WUV arising from their involvement in the Brine Board and CW&C Planning Committee.

## **2. Minutes of previous meetings**

*Resolved that the Minutes for the meeting held on 17 October 2012 be confirmed as a correct record:*

*Proposed Cllr Makepeace*

*Seconded Cllr Barker*

## **3. Matters arising from the Minutes of the previous meeting**

- i. The Clerk reported that she had reported the dangerous walkways around Pickmere Lake to the Highways Dept of CW&C. The path is a right of way and cannot permanently be closed for safety and so the Highways Dept has a duty to make them safe. Stephen Holden confirms action is necessary. The walkways are not under the responsibility of Pickmere PC.
- ii. The Clerk reported that the owner of 30 Chapel Street had told CW&C he was negotiating sale of the property to his neighbours. Cllr O'Halloran had enquired of the neighbours and no sale was taking place. This has been reported back to CW&C who "are considering" prosecution.
- iii. Cllr O'Halloran read from a prepared statement stressing the importance of confidentiality.

## **4. The following reports were received from the Unitary Councillors.**

- i. The traffic lights will be finished in March 2013.
- ii. It has been agreed that the development on Linnards Lane will now have one single opening and the trees will stay the same.

*The Ward Councillors left the meeting.*

## **5. The Councillors welcomed the representatives of Emery.**

The representatives of Emery explained that they had been discussing arrangements with the local school the provision of a school sports hall.

There would be 2 phases:

1. To create new classrooms over the first 4 years to allow for 2 form entry. (At that stage about 350 houses are likely to have been built. Emery would aim to start this work within the first 6 months of construction)
2. After 4 years then Emery would build a sports hall.

The gross figure for the number of houses has come down from 11050 to 950. That may now come down further to 850 houses.

A question was asked as to whether the sports hall could be built first. Emery said if the school wanted a hall first and CW&C agreed, Emery would not object.

The Community Centre Committee owns of the Community Centre building but the land is owned by CW&C. It was not yet clear whether it would be best

knock down the Community Centre and build another building on this land or whether to use the green field.

Cllr O'Halloran asked about land for allotments. There is land that may be available if the allotments would fit in with the design.

There is provision in the site for commercial space. The possibilities are a public house, a local shop and possibly offices. It will be about 8 years before there will be enough people to justify building these.

The first phase of building will not be 30% affordable housing. Overall, it is expected that 850 houses will be constructed and, of these, it is intended that 30% will be affordable housing.

Emery believed they were about 12 months away from beginning building.

When Emery were requested to keep WPC informed of what is going on, they volunteered that they would be pleased to come to report once a quarter.

*The representatives of Emery left the meeting.*

## **6. The following a report was received from PCSO Hambleton.**

- i. There had been theft off local canal boats.
- ii. A party at Witton Albion for Halloween had resulted in a theft of mobile phones.
- iii. There had been reports of 2 suspicious people, but the fears turned out to be unfounded.
- iv. Two speed checks had been held on Church Street and one on Pickmere Lane. A total of 18 had been caught, all on Church Street.
- v. PCSO Hambleton is planning to hold 6 sessions of crazy golf and 12 sessions of activities for teenagers.
- vi. The zigzags outside the school will be repainted, but cannot be extended. There could also be an H Bar, although this would not enforceable.
- vii. Next year CW&C will take over parking responsibility from the police.

## **7. Sub-Committees:**

a) *Resolved to accept a report from the Governance Sub-Committee on its review of the composition and remit of:*

- i. *The Planning Sub-Committee :*
- ii. *The Finance Sub-Committee:*
- iii. *The Linnards Lane Playing Field Toddler Area Working Party:*
- iv. *The Communication Working Party:*
- v. *The Personnel Sub-Committee.*

*Proposed Cllr Barker*

*Seconded Cllr Turner*

- b) Resolved to accept the following councillors to fill the vacancies on:
- i. The Planning Sub-Committee (2 vacancies) Cllrs O'Halloran, Barker, Turner, Makepeace, Pugh and Parr.
  - ii. The Finance Sub-Committee (2 vacancies) Cllrs Dee Cooke, Brian Cooke, Pugh, Barker, O'Halloran and Turner.
  - iii. The Linnards Lane Playing Field Toddler Area Working Group Cllrs Pugh and Turner.
  - iv. The Communications Working Party (all seats currently vacant) Cllrs Makepeace, Parr and invitations will be extended to absent Cllrs Casson and Moss. It was agreed that there would be no issue in January, but one would go ahead in February, with the intention that the issues be distributed before the end of February. Cllr Barker kindly volunteered to contribute an article on the Hearing on 8<sup>th</sup> January.
  - v. The Personnel Sub-Committee (2 vacancies) Parr, Pugh, O'Halloran, Barker and Turner.

*Proposed Cllr Barker*

*Seconded Cllr Turner*

- c) The following dates for any sub-committees to be held before the next Council Meeting were agreed so that formal Notices may be published. Monday 7<sup>th</sup> January at 7.30pm. The Councillors who are available to attend are Cllrs Pugh, Barker, Turner and O'Halloran.

**8. An update was received on the Neighbourhood Development Plan.**

It was reported that there had been a disappointing turn out at the latest meeting. This means that serious thought needs to be given to how to proceed.

**9. A report was received from the WCC representative.**

The Community Centre liaison officer was absent. New windows have been installed in the Community Centre.

**10. The councillors considered the request from Cllr Linda Moss for an extension of the statutory period of 6 months absence from all parish council meetings.**

*Resolved to accept the request from Cllr Moss and to extend the period of her permitted absence from WPC for until the next meeting.*

*Proposed Cllr Barker*

*Seconded Cllr Makepeace*

*Cllrs Makepeace and Parr left the meeting.*

## 11. Linnards Lane Playing Fields:

- i. The Linnards Lane Playing Field working group investigating the viability of a toddler area reported they had held a further meeting investigating other possible contractors. Talks with Thor over the plans were to be arranged.
- ii. The Clerk requested the completed inspection sheets of the playing fields for the last month from councillors.

## 12. Village Communication:

- i. An update was given on the for the new village notice board;
- ii. An update was given on the newsletter. All copies of the October edition had been delivered. Problems had been encountered having in having these delivered. Consideration was given to the various quotations for alternative printers. *Resolved to use Lostock printers for the next edition of the newsletter on the grounds of price. (The Councillors commented that they were pleased that this was also a local firm.)*  
*Proposed Cllr Turner*  
*Seconded Cllr Barker*
- iii. The no changes or additions for the village website were reported.
- iv. Consideration was given to the quotation for the next financial year from the web-provider of the same fees as this year (£100 plus VAT) for 12 updates during the year). *Resolved to continue arrangements with the current web provider.*  
*Proposed Cllr Turner*  
*Seconded Cllr Pugh*  
*The clerk was asked to investigate the additional costs of posting the agenda on the village website in advance of meetings because this would be convenient for residents. Posting an agenda on noticeboards was discussed, but it was felt to be insufficient space on the noticeboards.*
- v. An update was given on the Rural Arts Network. *Bane had been staged in the Community Centre. £169 had been raised at the craft fair.*

## 13. Consideration was given as to whether Wincham Parish Council should pursue an application to have the field on Linnards Lane registered as a village green.

The Clerk reported that such an application would require:

- Form 44
- A statutory declaration with exhibit of an annotated ordnance survey map
- Questionnaires completed by as many residents as possible.
- Evidence that at least 20 people showing that the land has been used for recreational purposes for 20 years or more.

An appeal for information had been made in the newsletter and so far no response has been made.

*Resolved that the Council should not pursue an application to have the field on Linnards Lane registered as a village green.*

*Proposed Cllr Turner*

*Seconded Cllr B Cooke*

**14. Consideration was given to paying the subscription to The Society of Local Clerks**

*Resolved to pay £105 for the Clerk to join The Society of Local Clerks.*

*Proposed Cllr Barker*

*Seconded Cllr B Cooke*

**15. Consideration was given to the appointment of an internal auditor for Wincham Parish Council.**

*Resolved to appoint John Henry of JDH Business Services Ltd as internal auditor*

*Proposed Cllr Turner*

*Seconded Cllr Barker*

**16. It was noted that the National Association of Local Councils recommends that all local councils take time to note the following requirement for all councillors and council staff:**

*You must within 28 days of receipt notify the Monitoring Officer of any gift, benefit or hospitality with an estimated value of £25 or more which you have accepted as a member from any person or body other than the authority.*

*The notification will be entered on a public register of gifts and hospitality.*

**17. It was noted and agreed that the Clerk is an “entitled worker” under the Employer Brief Automatic Enrolment – Guidance for Town and Parish Councils.**

**18. It was noted that it is now a legal requirement that parish councils operate a payroll system. Consideration was given as to whether to use Cheshire Community Development Trust or whether to make alternative arrangements.**

*Resolved to use Cheshire Community Development Trust to operate a payroll system for WPC and to move the Clerk onto payment quarterly in arrears once these arrangements are in place.*

*Proposed Cllr Barker*

*Seconded Cllr Pugh*

**19. Consideration of the situation and need for regeneration of the river area of the Parish of Wincham.**

*Resolved to remove this item from the agenda on the basis that the issue has already been discussed as far as is practicable at this stage.*

*Proposed Cllr Turner*

*Seconded Cllr Pugh*

**20. Consideration was given of the request from PCSO Hambleton for a donation of £110 for a pizza night for children in the Wincham Community Centre.**

*Resolved that WPC make a donation of £110 for a pizza night for local young people.*

*Proposed Cllr Turner*

*Seconded Cllr Pugh*

**21. Consideration was given to the request from the Wincham and Pickmere Old Friends Club for a second donation for this financial year.**

*Resolved that WPC make a donation of £300 to the Wincham and Pickmere Old Friends Club*

*Proposed Cllr Barker*

*Seconded Cllr Turner*

**22. An update was given on the token of respect being provided for Cllr Mainwaring.**

Cllr O'Halloran agreed to pursue this.

**23. Planning**

- a. To note Permissions;  
*No new permissions had been made.*
- b. To note Refusals;  
*No new refusals had been made.*
- c. To consider the Council's responses to the following applications
  - i. 12/03246/FUL – Erection of 2 Storage Warehouses, one with associated Amenity Block. Extension to existing Access Road and additional hard standing. Re-routing of existing Public Right of Way (PRoW) around the site inside the existing boundary and the erection of a Security Fence between the new route of the PRoW and the Site. Location: Northwich Victoria Football Club, Victoria Stadium, Wincham Avenue, Wincham, Northwich, Cheshire, CW9 6GB.

*Wincham Parish Council did not object but stated that this was on the basis that operations would only take place during normal office hours during the working week.*

*There had been no developments to report.*

- ii. 12/01698/FUL - Residential development of 17 affordable dwellings on land adjacent and rear of Meadow Croft, Linnards Lane, Wincham.

*The Hearing will be held 10am 8<sup>th</sup> January 2013 at Wyvern House Winsford. Jill Stephens will be speaking on behalf of CW&C. Cllr Malcolm Byram will speak. Cllr Barker will speak on behalf of Wincham Parish Council.*

- iii. 11/01968/OUT - Residential development of up to 1050 dwellings, including 30% affordable housing; plus up to 2500m<sup>2</sup> of associated commercial facilities. Points of access/egress on to New Warrington Road and Chapel Street.

*A report will be considered at the Strategic Planning Committee, Thursday, 22nd November, 2012, 4.00 pm. No decisions will be made.*

*Specifically the issue is whether the hazardous substances consent relating to Chlorine at the nearby Ineos Chlor Ltd, Lostock Works site, Griffiths Road, Northwich should be revoked.*

- iv. 12/04032/FUL – First floor rear and single rear extension of 99 Pickmere Lane, Wincham  
*No objection was raised.*

## **24. Accounts**

- i. *Resolved that the following payments be authorised:*

1. Northwich Town Council invoice dated 1.10.2012 – Contract work on Chapel Lane & Linnards Lane Playing Fields:-	£366.60
2. Wincham Community Centre	£33.60
3. Cheshire Constabulary for Wincham Parish Council's annual Contribution for PCSO Hambleton	£5,900.00
4. RLH Print invoice for printing 1000 copies of the autumn newsletter	£579.00
5. Subscription to the Society of Local Council Clerks	£105.00
6. Clerk's salary	£305.94
7. Clerk's back pay for summer and autumn newsletters	£200.00

*Proposed Cllr Pugh*

*Seconded Cllr Turner*

- ii. *Resolved that the following additional payments be approved:*

- 1. Cllr Makepeace's reimbursement for advertisement for craft fair £30.10*
- 2. Anthony Birtwistle Joinery Limited for materials for the noticeboard (WPC have already approved such expenditure) £244.80.*

*Proposed Cllr Barker*

*Seconded Cllr Turner*

- iii. To note Current Net Balances



Current Account as at 2.11.12	£200.00
Business Reserve Account as at 2.11.12	£3,857.84
Bonus Saver Account as at 4.10.12	£19,751.04

**25. The following items of Correspondence were noted:**

1. Training Programme For Clerks and Councillors 2013 ChALC
2. The Playing Field.
3. Northwich Gyrotory Feedback Questionnaire.  
<http://surveys.doriconline.org.uk/cwac/TakeSurvey.aspx?PageNumber=1&SurveyID=84KL495&Preview=true> to complete the online feedback questionnaire.
4. Consultation on a new Governance Model for West Cheshire. Consultation period 1<sup>st</sup> November to 31<sup>st</sup> December 2012. Responses to Andrea Mageean CW&C.

**2. Any Other Business.**

- i. A consultation is being held on an environmental permit application by E.ON Energy from Waste UK Ltd. An information session will be held 14.30 – 19.30 Wednesday 12 December Northwich Memorial Hall, Northwich.  
The consultation will run until 11 January 2013.
- ii. The School Keep Clear Markings on Linnards Lane are worn and do not extend along the full area. It was reported that:
  - The existing zigzag lines will be repainted but no forecast is being made as to when this will happen.
  - The lines cannot be extended but an H-bar come be painted at a cost to WPC of £83.
- iii. The Chief Executive of Northwich Town Council is retiring.
- iv. The road signs on Peartree off Pickmere Land listing all the roads are very old and blurred. The clerk was asked to write to Highways about this.
- v. Work needs to done in the village to drop curbs, but the village does not have the money in the precept to cover this.

*The meeting closed at 9.27pm.*

**Members Note:** The next Parish Council meeting will be held on **16 January 2013 at 7.30 pm** in the Community Centre.

Naomi Morris  
11 December 2012