



MINUTES OF THE MEETING OF WINCHAM PARISH COUNCIL HELD ON WEDNESDAY 24 APRIL 2019 at 7.30 PM AT WINCHAM COMMUNITY CENTRE

Present:

Parish Councillors: I Parr, K Barker, A Makepeace, R Casson and G Birbeck

Parish Clerk N Morris

Members of the public spoke to Councillors during the Public Forum. The Parish Council meeting commenced at the end of the Annual Assembly at 7.40pm.

1. Apologies for absence

Apologies had been received from Cllrs May, Powell and Morgan Unitary Cllrs Wright, Gibbon and Hammond and PCSO Wiggins. No apologies had been received from Cllrs Turner and Brown.

Resolved to accept the apologies and note the absences.

Proposed: Cllr Barker

Seconded: Cllr Casson

2. Declarations of any

(a) disclosable pecuniary interests or

(b) other disclosable interests

As are required under Chapter 7 of the Localism Act 2011.

Cllr Barker declared his close personal friendship with one those involved in Global River (Item 21).

3. Minutes of the Parish Council Meeting on Wednesday 20 March 2019

Resolved that the Minutes of the Meeting of 20 March 2019 be a true and complete of the meeting.

Proposed Cllr Birbeck

Seconded Cllr Casson

4. There were no matters arising from Previous Meeting.

5. No Unitary Councillors were present at the meeting.

6. PLANNING

The following were noted.

i.

Site Address:	Rose Farm Barn Church Street Wincham Northwich CW9 6EP
Proposal:	Creation of first floor
Reference Number:	19/00859/FUL
Case Officer:	
Ward:	Marbury
Parish:	Wincham

How to comment online:	If you want to comment on this application or view all the application documents (including supporting documentation) please use our online Public Access system at http://pa.cheshirewestandchester.gov.uk/online-applications/ .
If you have any comments, please submit them by:	24 April 2019. We will not determine the application before this date. If you need more time, for example where the application raises complex issues, please contact the case officer to discuss.

Noted without comment.

ii.

Site Address:	9 Milton Close Wincham Northwich Cheshire CW9 6PR
Proposal:	Demolition of existing single storey structure and erection of single storey rear extension
Reference Number:	19/00930/FUL
Case Officer:	
Ward:	Marbury
Parish:	Wincham
How to comment online:	If you want to comment on this application or view all the application documents (including supporting documentation) please use our online Public Access system at http://pa.cheshirewestandchester.gov.uk/online-applications/ .
If you have any comments, please submit them by:	27 April 2019. We will not determine the application before this date. If you need more time, for example where the application raises complex issues, please contact the case officer to discuss.

This matter was covered by the Domestic provision under which the Parish Council has declared it will not comment on minor domestic applications unless there is a contextual reason.

A. APPROVALS/REFUSALS

i. **19/00549/FUL** 5 April 2019

Proposal: Erection of first floor side extension and porch and garage conversion

Location: 37 Shores Green Drive Wincham Northwich CW9 6EE

Refusal

ii. **18/04845/FUL**

Proposal: Conversion of existing greyhound breeding and training facility to dwelling with associated planting and access works - amendment to application 18/01674/FUL

Location: Land To Rear of 60 - 66 Church Street Wincham Northwich

Approval

The Members expressed their disappointment that their Unitary Councillors had not called this matter into Planning Committee, which would have given Wincham Members an opportunity to voice their concerns and local views.

The clerk was asked to convey the disappointment of Wincham Parish Council to the Marbury Unitary Councillor and to ask for a definition of “exceptional circumstances” that would have justified this approval. In the official Policy, it states that building on green belt will only be permitted in “exceptional circumstances”. Being an eye sore is not a planning reason.

B. WITHDRAWALS

19/00859/FUL 5 April 2019

Proposal: Creation of first floor

Location: Rose Farm Church Street Wincham Northwich CW9 6EP

Withdrawn

This was noted

7. There was nothing to report on CHAIN.

8. The following report was received from PCSO Wiggins:

- Speed enforcement has been carried out in the area.
- Patrol of Wincham carried out on a regular basis
- Police Surgeries held. Dates posted around the village.
- Social media updated.

9. Sub-Committees and Working Parties

i. No dates were known for any sub-committees to be held before the next Council Meeting.

ii. The Grounds Maintenance Working Party made a report to the meeting.

- a. When it is known when the contractors are coming to install the new roundabout, the clerk was asked to give the Rangers at Marbury an opportunity to collect the old posts. If this was not possible, the contractors should remove and dispose of the posts in an environmental-friendly manner.*
- b. The GMWP had a rough plan of the planned lay-out of the Fit Track. There would be a curved path that joins up with the existing path. It was estimated that the project might cost £14-15,000.*

A public consultation was required to ascertain what residents want and to support grant applications. Any questionnaire must determine that a respondent is a resident, not a visitor. The responses must also be handled sensitively with regard to GPDR and not held longer than necessary.

c. The football pitch should be re-seeded and the posts secured.

d. Northwich TC inspections had highlighted problems with the chains to the basket swing at Chapel Street. If this is imminently dangerous, the clerk was instructed to arrange repairs. Otherwise, since the ROSPA inspections will be received before the next Parish Council meeting, the clerk was asked to put the matter back on the next agenda for review.

iii. No further Working Parties had reports to be considered.

10. Linnards Lane and Chapel Street Inspections

11. i. To note the rota for the responsibility for inspections:

16/3/2019

Cllr Makepeace

13/4/2019

Cllr Morgan

15/5/2019

Cllr Casson

Inspections sheets are required for each individual week. Inspection sheets may be scanned and sent to the clerk at winchampc@talktalk.net or sent by post to 22 Churchfields Bowdon WA14 3PJ.

iii. The clerk distributed copies of the new rota of inspection.

12. An offer by a resident at his expense to replace the chain link fence on the perimeter of the Linnards Lane Playing Field, to the rear of the War Memorial remained outstanding and was postponed to the next meeting.

13. A Policy in relation to photographs displayed in the newsletter or website was discussed, having been postponed from the last meeting.

Resolved that the proposed Policy in relation to photographs displayed in the newsletter or website be formally adopted by the Parish Council.

Proposed Cllr Barker

Seconded Cllr Casson

14. A Policy on social media was discussed, having been postponed from the last meeting, but was postponed to the next meeting for further discussion.

15. The amended GDPR Subject Access Policy was discussed was discussed, having been postponed from the last meeting, but was postponed to the next meeting so that the clerk could insert a definition of "SAR".

16. The amended Policy on Filming, Audio-recording or photographing Council meetings was discussed, having been postponed from the last meeting.

Resolved that the amended on Policy on Filming, Audio-recording or photographing Council meetings be formally adopted by the Parish Council.

Proposed Cllr Casson

Seconded Cllr Makepeace

1. The new plaque made to honour the contribution to the community and Parish Council of the late Cllr Frank Smith was received and approved and will be attached to one of the benches.

17. It was noted that Private Isaac Buckley has been found to be an additional soldier from Wincham who died in action. Formally authorising the Friends of the War Memorial to have his name added to the Memorial was discussed.

Resolved that the Parish Council formally authorises the Friends of the War Memorial to take such action as to ensure that Private Isaac Buckley's name be appropriately added to the War Memorial.

Proposed Cllr Barker

Seconded Cllr Casson

18. Arrangements for the unveiling of the Jet Commemorative Stone within the Community Centre were discussed.

Setting up a Working Group was discussed to:

- Research the exact details and background to the Jet Stone;*
- To contact Tracey Outram for costings for an information board;*
- To make arrangements for the reception to unveil the Stone.*

19. It was noted that the manufacturers of the defibrillator have quoted £185+vat+£20 delivery to repair the cabinet.

Resolved that it was impossible to obtain other quotations since only the manufacturers could do the repairs; the defibrillator is for the good of the residents and those working within the Parish and so the work needs to be done.

Proposed Cllr Barker

Seconded Cllr Makepeace

2. It was noted that the boardwalk at Pickmere Lake has now been repaired.

Thanks were expressed to the Ranger, but it was noted that now one of the boards has rotted and is broken. The clerk was asked to contact the Ranger to request a repair or replacement.

3. The proposed new charges from Global River for operating the Parish Council website of £30.00 + VAT per month or £360.00 + VAT per year were considered. (The fees charged by Global River for the services provided from 2015-2019 have now been submitted and are £100+VAT.)

Cllr Barker did not take part in this discussion or vote on the Motion because of his previous declaration of interest.

One of the Members had made enquiries and confirmed that the proposed costs were very reasonable for work in this area. Additional formal quotations were judged unnecessary because this was already a cut-price proposal.

Resolved that the proposed new charges represent good value and that Global River have served Wincham PC well and so the proposal be accepted.

Proposed Cllr Makepeace

Seconded Cllr Casson

20. Trees within the parish and tree planting plans within Linnards Lane Playing Field were discussed.

It was reported to the meeting that Mr David Hewitt of Thor has agreed to allow school children onto a strip of his land so that they can assist in the planting of 60m of hedging or 300 whips. He would fence off that land and create a gate. If this project goes ahead, Mersey Forrest will pay for these trees and also street trees for Wincham.

The Wincham Word has invited residents to suggest where they would like street trees.

4. Arrangements for the Unsung Heroes Event were discussed, including:

- (i) Possible dates such as 7 or 14 September or October were discussed, but the clerk was asked to email Councillors to obtain a better idea of which date was most convenient.**
- (ii) Representatives of the Parish Council could not be agreed until a date is set.**
- (iii) The budget could follow the amounts purchased for the Remembrance event.**

Resolved that the budget for the Unsung Heroes event should echo that of the Remembrance Event.

Proposed Cllr Barker

Seconded Cllr Casson

21. Arrangements for the Picnic in the Park were discussed with a suggested date of 21 July 2019.

Members expressed their delight that Helen Morgan had agreed to do some story-telling at the event

5. Dates and events for Christmas 2019 were discussed including:

- i. Sat 30 Nov - Chapel Street Tree Lights**
- ii. Sun 1 Dec - Lantern Parade Linnards Lane which would include lighting the Christmas tree in Linnards Lane**
- iii. Sat 7 Dec - Carol concert – afternoon**
The clerk was asked to book the Community Centre for this.
- iv. Fri 13 or Sat 14 - Round table Santa on sleigh**
- v. Sat 14 or Sun 15 - Wincham School Santa event**
Doubts were raised over whether Wincham Primary School would be able to attend a school event and a carol concert on consecutive weekends. It was felt strongly that the carol concert could not go ahead without the school.

Further discussion was postponed to the next meeting.

6. A request for a donation for the current financial year from St John's Lostock Gralam was considered. (The last donation made by Wincham PC to St John's was £250 in April 2018.)

Resolved that the Parish Council wishes to donate £250 as a Section 137 donation for the upkeep of the enclosed churchyard serving the residents of Wincham.

Proposed Cllr Barker

Seconded Cllr Casson

- 7. It was discussed whether to adopt a proposal to increase the clerk's salary to the new SCP 12 from April 2019: £11.22 x 35 hours per month =£392.70**

Resolved that the clerk's salary be increased to the new SCP 12 from April 2019: £11.22 x 35 hours per month =£392.70

Proposed Cllr Makepeace

Seconded Cllr Casson

- 8. It was discussed whether to renew membership of Cheshire Community Action at a cost of £50.**

Resolved to renew membership of Cheshire Community Action for this year.

Proposed Cllr Makepeace

Seconded Cllr Casson

- 9. It was discussed whether to renew membership of the Cheshire Association of Local Councils (ChALC) at a cost of £646.28.**

Resolved to renew membership of ChALC.

Proposed Cllr Makepeace

Seconded Cllr Casson

- 22. Councillors and the clerk were invited to declare any events attended in an official capacity and to note all such events for the internal auditor, but no declarations were received.**

- 23. Locating a cabinet in the PCSO room and using it for Parish Council storage was considered.**

Cllr Birbeck had located a cabinet costing (second hand) £18, plus petrol reimbursement to bring it to Wincham. The cabinet was in the Community Centre, awaiting positioning in the PCSO room.

The clerk was asked to contact those administering the Community Centre and request free access for the Parish Council to the PCSO room, now that no police equipment or confidential information is being stored. Access will be necessary in order to use the filing cabinet.

Resolved that a three-drawer filing cabinet purchased by Cllr Birbeck be accepted.

Proposed Cllr Barker

Seconded Cllr Casson

- 24. Reports were received on Village Communication:**
- i. The next edition of the newsletter will be published shortly.**

- ii. The village website**

The clerk was asked to post details for the new theatrical production on the website, together with details of the new quiz being held at 8pm on Thursdays at the Salt Barge, £1 entry, with profits going to community events.

- iii. The village Facebook page**

The Facebook page is being well-used.

- iv. Arts and performance around the Wincham area**

The next event is on Saturday, 11 May. Tickets are on sale for £10.

- 25. Accounts:**

- i. The following payments were considered:**

Resolved to settle the following accounts:

1. Donation for St John's Lostock Gralam for maintenance of the enclosed churchyard £250.00*

2. Cheshire Association of Local Councils:		
Affiliation Fee 2019-20	£629.28	
Local Council Review	£17.00	£646.28*
3. Simon Roberts for printing the Wincham Word		£475.00
4. Reimbursement of clerk for brass plaque	£12.50	
5. Clerk's increased salary:		
new SCP 12 from April 2019: £11.22 x 35 hours per month	£392.70*	£405.20*

- Confirmed at the meeting.

Proposed Cllr Barker
 Seconded Cllr Casson

ii. Current Net Balances were noted:	
Current Account as at 5.4.2019	£200.00
Business Reserve Account 1. as at 5.4.2019	£29,202.75
Business Reserve Account 2. as at 5.4.2019	£12,017.25

26. Correspondence: the appendix of letters and emails received by the Clerk since the last meeting was noted.

Emails to and from the Police and Crime Commissioner
Emails regarding grass cutting on Linnards Lane
Emails regarding the teen shelter.
Emails regarding the election and the process thereof.
Emails regarding PAYE.
Emails from the external auditor.
Emails regarding repairs around Pickmere Lake.
Emails regarding the injury to a dog on a path around Pickmere Lane.
Emails regarding the defibrillator.
Emails regarding bonfire and skip on Linnards Lane.
Emails regarding the Jet Stone.
Emails relating to the land at the end of Chapel Street.
Emails relating to the land beside the canal off Chapel Street.
Emails relating to foliage obscuring street signs.
Emails relating to a possible Story-telling session.
An email relating to cleaning the gutters on John Fryer Avenue.
Emails relating to an additional name to be added to the war memorial.

27. Any Other Business.

- i. *The gutters need cleaning along the following roads:*
- Linnards Lane, near Keats Field
 - Ashgate Lane
 - The Willows
 - Beechwood Drive
 - Pear Tree Drive
 - The Woodlands
 - John Fryer Avenue
 - Birch Grove
 - Keats Lane

AGENDA PART 2 The remainder of the agenda was held in closed session not open to the public or press and related to updating personnel matters.

The meeting was declared closed at 9.29pm.

Naomi Morris
 01.05.2019