

WINCHAM PARISH COUNCIL

MINUTES OF THE MEETING OF WINCHAM PARISH COUNCIL HELD ON WEDNESDAY 21 May 2014 at 7.30 PM IN WINCHAM COMMUNITY CENTRE

Present:

Parish Councillors: P O'Halloran, , A Makepeace, I Parr, R Casson, D Pugh, D Turner,
B Cooke, D Cooke, F Smith and L Moss.

Ward Members: M Byram and N Wright

Parish Clerk: N Morris

Ian Ross of the Press

No concerns were expressed during the public forum.

A. Election of Chairman

Cllr Annie Makepeace was proposed, seconded and unanimously elected as Chairman.

Resolved: Cllr Annie Makepeace be elected as Chairman of Wincham Parish Council for the year 2014-2015...

Proposed Cllr Moss

Seconded Cllr Turner



1. Election of Vice Chairman

Resolved: Cllr Kenton Barker was re-elected as Vice Chairman.

Proposed Cllr O'Halloran

Seconded Cllr Turner

2. To decide whether to elect two Footpath Officers

Resolved to appoint Cllrs Parr and B Cooke as Footpath Officers for the year 2014/15. There would be a new Footpath Working Party to include Brenda Yates also.

Proposed Cllr Casson

Seconded Cllr Turner

3. Apologies for absence

Apologies had been received from Cllr Barker.

Resolved to accept apologies.

Proposed: Cllr Parr

Seconded: Cllr Moss

(Cllr M Byram, D Hammond and PCSO Hambleton also sent their apologies.)

4. Declarations of any

(1)(a) disclosable pecuniary interests or

(b) other disclosable interests

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

No declarations were made.

(2)Request for Dispensation

The Clerk invited any members who had a Disclosable Pecuniary Interest in any items on the agenda to provide her with an application for dispensation under section 33 of the Localism Act 2011 to enable members to participate in discussions and voting.

No applications were received.

4. Minutes of the Parish Council Meeting on Wednesday 23 April 2014.

Resolved that the Minutes for the meeting held on Wednesday 23 April 2014 be confirmed as a correct record.

Proposed Cllr O'Halloran

Seconded Cllr Moss

5. Matters Arising from Previous Meeting.

(i) The clerk reported that George Osborne had not responded. The clerk was asked to write again

- (ii) *It was reported that a resident wanted a ladies only taxi.*
- (iii) *There was a rumour in the village that the Altrincham bus was being withdrawn. Cllr O'Halloran agreed to investigate this.*
- (iv) *It was reported that 69 Linnards Lane many cars and vans parked on the road.*

6. A report was received from the Unitary Councillors.

7. Gary Edwards Participation Officer of the Permanency Planning & Recruitment Team for fostering at Cheshire West and Chester Council was welcomed to the meeting and the councillors discussed his work and its implications for Wincham.

Currently there are 460 looked after children in CW&C in only 100 households and so they need more households. Priorities are to find foster carers for handicapped children and teenagers. The fostering team are working with the public and with schools. They are keen to come to local events. They are prepared to work outside hours.

8. Laetitia Bridge, the leader of the Wincham and Pickmere Toddler Group was welcomed to the meeting and the councillors;

- i. thanked her for the £400 contribution from the Toddler Group towards the provision of a picnic bench in the Linnards Lane Playing Field;*
- ii. discussed the possibilities for a village event at the Linnards Lane Playing Fields to celebrate the installation of the new equipment. It was agreed to hold a family picnic in the park on 14 June.*

9. Patrick Lomax had sent his apologies to the meeting.

10. The clerk read a report from PCSO Hambleton.

11. A report was received from WCC representative.

12. Sub-Committees

- i.** No sub-committees were planned to be held before the next Council Meeting.
- ii.** An update was received from the Christmas Tree Working Party.
- iii.** A report was received from the HS2 Working Party.
- iv.** Consideration was given to the composition and remit of the sub-committees and working parties as part of an annual audit of the same:

i. The Planning Sub-Committee:

The Planning Sub-Committee is a Permanent Sub-Committee.
The remit of the Planning Sub-Committee is:

To consider matters relating to planning within the locality and to make decisions on behalf of the Parish Council with those decisions being brought back to the full Council for retrospective ratification.

The Permanent Members of the Planning Sub-Committee are Cllrs O'Halloran, Barker, Pugh, Parr, Makepeace and Turner.

ii. The Finance Sub-Committee:

The Finance Sub-Committee is a Permanent Sub-Committee, although it normally only meets once a year.
The remit of the Finance Sub-Committee is:

To calculate the draft annual Budget and Precept for the Parish Council and to refer back to the full Council for all decisions.

The Finance Sub-Committee Cllrs Dee Cooke, Brian Cooke, Pugh, Barker, O'Halloran and Turner.

iii. The Personnel Sub-Committee:

The Personnel Sub-Committee is an Ad hoc Sub-Committee.
The remit of the Personnel Sub-Committee is:

To handle all matters relating to staffing and employment, including disciplinary and grievance issues, illness, recruitment and dismissal, with those decisions being brought back to the full Council for retrospective ratification.

The Members of the Personnel Sub-Committee are Cllrs O'Halloran, Barker, Parr, Pugh and Turner.

iv. The Linnards Lane Playing Field Toddler Group Working Party:

The aim of the Linnards Lane Playing Field Toddler Group Working Party was to work towards achieving facilities designed for toddlers at the Linnards Lane Playing Field. This Working Party was now disbanded because its work was done.

v. The Communication Working Party:

The Communications Working Party was disbanded.

vi. The HS2 Working Party

The HS2 Working Party monitors developments on the proposed HS2 route and attends meetings on the same on behalf of the full Council and regularly reports back to full Council for all decisions.

No formal remit, nor review, is necessary for the HS2 Working Party.

Membership of the HS2 Working Party is currently Cllrs Moss, Parr and Casson. A Working Party does not have a minimum number of members in order to be quorate.

vii. Christmas Tree Working Party:

The aim of the Christmas Tree Working Party is to research the options and avenues available to the Council for the erection and decoration of a Christmas tree (temporary or permanent) and the staging of a carol-singing service in December 2014 and to report back to the full Council for discussion and all decisions.

No formal remit, nor review, is necessary for the Christmas Tree Working Party.

Membership of the Christmas Tree Working Party is currently Cllrs O'Halloran, Barker, Turner, Pugh, D Cooke, Casson and Brenda Yates. A Working Party does not have a minimum number of members in order to be quorate.

13. Consideration was given to the annual report of ROSPA of the risk level of the Linnards Lane Playing Field and the play area on Chapel Street.

*No immediate work was considered necessary.
Resolved to note and accept the ROSPA report
Proposed: Cllr O'Halloran
Seconded: Cllr Parr*

14. Consideration was given to the form of event that could be staged by Wincham Parish Council to bring together businesses within the village.

It was felt that the most appropriate event would be a breakfast event to be held at Witton Albion in September. Further work was necessary on this matter. Costings will be brought by the councillors to the next meeting.

15. To consider whether Wincham Parish Council wishes to join the COMMUNITY COVENANT SCHEME.

*Resolved to join the Community Covenant Scheme.
Proposed: Cllr O'Halloran
Seconded: Cllr Turner
Cllr Makepeace abstained*

16. Consideration was given as to whether the Parish Council should purchase buckets and spades etc to the cost of £50 to be left in the sandpit in the Linnards Lane Playing Field.

*Resolved that Wincham residents should be encouraged to leave old buckets and spades in the sandpit.
Proposed Cllr Parr
Seconded Cllr Moss*

17. Consideration was given to a request for a donation of £300 from Pickmere and Wincham Old Friends.

It was noted that an attempt had been made to complete the application form, but that the application was incomplete. Receipts had been sent in, but the information was not comprehensive.

Resolved that £300 should be donated to the Pickmere and Wincham Old Friends, but that the clerk should explain that the donations were not automatic and could not be guaranteed in the future and that receipts should be sent in as soon as they are available.

Proposed Cllr Smith

Seconded Cllr Parr

18. The invitation from the PTA of Wincham Primary School for the Parish Council to have a stall at the Summer Fayre on 12 July 2014 was discussed.

19. The problem of residents driving across the grass verges on the corner of Linnards Lane and Green Lane and the CW&C costings for creating tarmac drives for these properties was discussed.

The clerk was asked to write to the residents of 14 Linnards Lane & 1, 3 & 5 Green Lane to invite them to join together to pay for the solution suggested by Cheshire West and Chester Council.

Resolved to send a letter to residents with the scheme

Proposed: Cllr O'Halloran

Seconded: Cllr B Cooke

20. The proposal by Sue Lawson that a community quiz is marketed so that councillors and other residents "buy" a batch of cryptic quizzes and then sell them on at work, public houses and at the Wincham C Primary School Summer Fayre etc was discussed.

It was felt that the quizzes should remain only in the newsletter.

Resolved not to proceed with this.

Proposed: Cllr Turner

Seconded: Cllr O'Halloran

21. Consideration was given to e mail domains for the Parish Clerk and the clerk.

It was felt to be appropriate to obtain a new e mail domain for the clerk.

Resolved to use parishclerk@winchamvillage

Proposed: Cllr O'Halloran

Seconded: Cllr Parr

22. Consideration was given to draft guidelines on donations from the Parish Council to be included on the website, drafted by Cllr Parr.

The new donation form was warmly welcomed and Cllr Parr was thanked for his work on this matter.

Resolved to replace the old form with the new form

Proposed: Cllr Turner

Seconded: Cllr Pugh

23. Consideration was given to the comments of the insurers of the Parish Council in respect of the defibrillator.

The lawyers for Spar had requested that the Parish Council confirm that "their liability insurers are fully aware of the proposal and that in the event of an incident where a member of the community decides to use this equipment – that any potential liability will be picked up by them and also clarification as to if it is to be attached to our building, in the event of any damage being caused to the equipment by any means, then we will not be responsible for it."

Zurich (insurers to the Parish Council) have responded as follows:

"The defibrillator will be covered by the council policy whilst attached to the wall of the Spar shop and in the event of damage a claim would be made through this policy, cover is also available if the wall is damaged by the fixing of the defibrillator to the wall.

However, the liability regarding a member of the public causing an incident whilst using it would not be covered by this policy. We would draw attention to the nature of these machines and that a shock will not be administered to the recipient if a pulse/ heartbeat is recognised by the monitor during use. It is better to use the defibrillator than not."

Resolved that, in the light of these comments, the Parish Council wishes to proceed with having the defibrillator attached to the outside wall of the Spar.

Proposed Cllr O'Halloran

Seconded Cllr Parr

24. Consideration was given to the plans of Keuper Gas Storage and whether Wincham Parish Council wishes to submit comments or observations by 20 June 2014.

Cllr Smith expressed grave concern about the new plans. The clerk was asked to contact Keuper to enable Cllr Smith's concerns to be brought to their attention.

25. Consideration was given to the hours worked by the clerk.

The clerk had left the room during this discussion. The matter will be resolved at the next meeting.

26. Linnards Lane Playing Field:

- i. The clerk requested, but did not receive completed inspection sheets of the playing fields for the following dates for the inspections conducted by councillors:

28/4/2014	Cllr Pugh
5/5/2014	Cllr O'Halloran
12/5/2014	Cllr Parr
19/5/2014	Cllr Barker

The clerk expressed disquiet that she did not have written records of inspections over recent months. This exposed the Parish Council to unacceptable risk if there were to be a claim made against the Parish Council. The clerk asked that inspections by councillors be conducted and written confirmation of these inspections be returned to the clerk.

- ii. The councillors noted the rota for the next month for the inspections conducted by councillors:

19/5/2014	Cllr Barker
26/5/2014	Cllr Casson
2/6/2014	Cllr Turner
9/6/2014	Cllr Parr
16/6/2014	Cllr O'Halloran
23/6/2014	Cllr Pugh
30/7/2014	Cllr Parr

- iii. Cllr Turner reported that the new benches had been purchased and were ready to be installed.
- iv. It was noted that the new play equipment had now been installed, but ROSPA had not yet given its approval. Consideration was given as to whether there should be a consultation with the residents of Wincham via the newsletter and possibly at the Summer Fayre over whether to rename the Linnards Lane Playing Field.
- v. Consideration was given to the suggestions of the representative of the Mersey Forest who would be prepared to fund new trees for the Linnards Lane Playing Fields. The suggestions were approved.

27. Village Communication:

- i. An update was received on the plans for the new village notice board from Cllr Turner.
- ii. A report was given on the newsletter.
- iii. There were no changes or additions for the village website.
- iv. There was nothing to report on the Rural Arts Network.

28. Planning:

- i. *The following Permissions were noted:*

a) 14/01065/COU

Proposal: Change of use from derelict industrial land to open storage in connection with existing industrial buildings and proposed self store storage compounds

Location: Land Adjacent 7, New Cheshire Business Park, Northwich,

b) 14/01048/FUL

Proposal: Two storey, part single storey, rear extension

Location: 1 Church Mews, Church Street, Wincham, Northwich, Cheshire, CW9 6EP

- ii. *It was noted that no Refusals had been issued since the last meeting.*

iii. The following application was considered:

APPLICATION NUMBER: 14/01679/FUL

DATE: 30 April 2014

PROPOSAL: Replace existing bungalow with dormer bungalow (resubmission 13/03489/FUL)

LOCATION: Cranmore Earles Lane Wincham Northwich

The Parish Council raised no observations or objections.

29. Accounts:

i. Consideration was given to authorising the payments below:

a) Pickmere and Wincham Old Friends Donation	£300.00
b) Clerk's salary for May 2014	£309.00
c) Simon Roberts additional invoice for extra 4 pages of the Spring newsletter	£47.00
d) ROSPA fee for annual inspection	130.00
VAT	26.00
	£156.00

Resolved that these payments be approved.

Proposed Cllr O'Halloran

Seconded Cllr Pugh

ii. Current Net Balances were noted:

Current Account as at 2.5.2014	£200.00
Business Reserve Account as at 2.5.2014	£35,485.73
Bonus Saver Account as at 4.4.2014	£11,937.69

iii. Resolved to approve the Annual return.

Proposed Cllr Pugh

Seconded Cllr Turner

The Annual Return was signed by the Chairman of the Parish Council and by the clerk, as Financial Officer of the Parish Council.

iv. The statutory period for residents to request sight of the Parish Council accounts was noted.

v. The report of the Internal Auditor was noted.

vi. The only recommendation of the Internal Auditor was noted as being that the Parish Council consider whether it wishes to continue with the current system of having all cheques signed by three signatories.

Resolved that the Parish Council wished to continue with its current system of having all cheques signed by three signatories.

Proposed Cllr Pugh

Seconded Cllr Moss

vii. A letter of instruction to the National Westminster Bank was executed.

30. Correspondence

No correspondence has been received since the last Parish Council meeting.

31. Any Other Business.

- (i) *Some of the footpath signs need to be painted or varnished*
- (ii) *The Black Greyhound and the options before the Parish Council should be on the next agenda.*

Naomi Morris
Parish Clerk
8.6.14