



MINUTES OF THE MEETING OF WINCHAM PARISH COUNCIL HELD ON WEDNESDAY 15 NOVEMBER 2017 at 7.30 PM AT WINCHAM COMMUNITY CENTRE

Present:

**Parish Councillors: I Parr, K Barker, A Makepeace, D May, D Pugh, R Casson and D Turner
Ward Cllr N Wright**

Parish Clerk N Morris

PCSO Hambleton

No concerns were expressed during the public forum.

1. Apologies for absence

Apologies had been received from Cllr S Henshall, and Unitary Cllrs L Gibbon and D Hammond

Resolved to accept the apologies

Proposed: Cllr Barker

Seconded: Cllr Makepeace

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 Turner declared that he was on the Management Committee of Wincham Community Centre.

Cllr Barker declared that he had drawn the plans submitted to CWAC for planning permission for the war memorial.

3. Minutes of the Parish Council Meeting on Wednesday 18 October 2017

Resolved that the Minutes of the Meeting of 18 October 2017 be accepted as a true and complete record.

Proposed Cllr Turner

Seconded Cllr Barker

4. No matters were discussed as arising from the Previous Meeting.

5. A report was received from the Unitary Councillor

New plans had been submitted for the site of the former Black Greyhound. Cllr Wright asked that it be noted that he would not comment on this in case it was called into Planning Committee.

6. PLANNING

A. APPLICATIONS

The following applications were discussed.

1. Site Address: Land At 31 Chapel Street Wincham Northwich

Proposal: Erection of detached bungalow with driveway /onsite parking for 2no. vehicles,

plus associated landscaping and garden

Reference Number: **17/04514/FUL**

<http://pa.cheshirewestandchester.gov.uk/online-applications/>.

No comment was made

2. Site Address: **Land At Linnards Lane Wincham Northwich**

Proposal: **Construction of a War Memorial within the memorial garden area of Linnards Lane Playing Fields, Wincham**

Reference Number: **17/04470/FUL**

<http://pa.cheshirewestandchester.gov.uk/online-applications/>.

No comment was made.

3.

Site Address:	Black Greyhound Hotel Hall Lane Wincham Northwich Cheshire CW9 6DG
Reference Number:	17/00966/OUT
Case Officer:	Ms Bethany Brown 01244 976977 bethany.brown@cheshirewestandchester.gov.uk
Ward:	Marbury
Parish:	Wincham

It was noted that the only change to the new plans was that the basement was now only storage, not flats. This reduced the density of the accommodation.

Resolved: that the Parish Council does not object to the revised application but that the Parish Council requests to be consulted in the process when the details are agreed concerning: access and egress to the site; the landscaping of the site; the aesthetics of the buildings, including their design and the materials used. This is in accordance with what has been agreed with certain past developments and would recognise that this site falls in the centre of the village and is of great public concern.

Proposed: Cllr Turner

Seconded: Cllr Pugh

B. APPROVAL

The following approvals were noted.

1. 17/02224/FUL

Proposal: New distribution and Storage Warehouse to include associated parking, hard standing and landscaping.

Location: Land Adjacent To Victoria House New Cheshire Business Park Wincham Lane Wincham Northwich

Approval

2. 17/03893/FUL

Proposal: Sun lounge to rear elevation and front hall extension to front elevation, with pitched roof. Convert existing garage to Snug Room. Provide 1575mm high privacy screen wall to front elevation.

Location: 6 Meadow Gate Wincham Northwich Cheshire CW9 6EW

Further to previous correspondence relating to the above planning application,

Approval

7. A discussion over the situation regarding CHAIN and on the proposed developments by TATA was postponed.

8. A request for a donation from Wincham Community Centre was discussed.

It was noted that the Community Centre has not been refurbished for 34 years and also that the Community Centre have not previously requested a donation from the Parish Council.

The cost of the proposed refurbishment is £90,000. There is a compulsory Third Party Contribution if the Community Centre is to secure a grant from WREN. This brings the total cost of the project to over £101,000. The Community Centre is contributing 10% of this, £10,106. The CWAC Unitary Councillors have already given £3000, leaving another £9,975 to be found to cover the Third Party Contribution.

The deadline for the application to be submitted is 22 November. WREN will then take up to three months to consider the application.

The refurbishment will cover: the kitchen; entrance; toilets; plastering and repainting; the lighting; new carpets and making the building more energy efficient.

It was noted by the Parish Councillors that their primary duty was to maintain the asset in their ownership, the Linnards Lane Playing Field and that this was in pressing need for substantial expenditure. This could cost up to £20,000.

The clerk was asked how much were the unallocated reserves for the Parish Council. The clerk said that there was £1400 unspent from a grant that had originally been to buy a speed camera. The Parish Council were at liberty to spend this money on another project since there was no longer need for a speed camera. There was additional cash that had been carried forward in the Parish Council reserves, but some of this came from the money intended for the Linnards Lane Playing Fields.

The Parish Councillors noted that there needed to be more openness in the way the Community Centre was run.

Resolved that a donation of £3000 be given to the Community Centre for refurbishment

Proposed Cllr Makepeace

Seconded Cllr Turner

9. A report was received from PCSO Hambleton.

There had been a report of drugs misuse by the canal; four reports of damage to vehicle tyres; the theft of a motor vehicle; four assaults and damage to property and there is an ongoing investigation into the attack on Wincham CP School.

10. It was noted that the statutory advertisement had been posted inviting residents to apply to CWAC for a formal election to fill the vacant posts on the Parish Council. These advertisements elapse on 27 November. If no request for an election has been made, the Parish Council may then co-opt new councillors.

11. The Councillors were asked to authorise the order for a new noticeboard for the parish, in accordance with the specifications previously agreed.

Resolved that the order for a new noticeboard for the parish be authorised, in accordance with the specifications previously agreed

Proposed Cllr Turner

Seconded Cllr Pugh

12. Progress on the neighbourhood plan was discussed.

It was noted that the next meeting will be 22 November 7pm at the Salt Barge.

13. a. It was noted that the Wincham Parish Council Carol event will take place at 5pm on 16 December, under the direction of Mr James Patron Bell of Pickmere Methodist Church and with the participation of the Wincham CP School Choir.

b. Responsibilities for the carol event were discussed and agreed between the Councillors and Clerk.

c. It was noted that the Christmas tree lights will be lit on Friday, 1 December in Linnards Lane and in Chapel Street. Mr Boot of Wincham CP School has been invited to nominate children to perform the lighting ceremony.

14. A donation request for £300 from Wincham and Pickmere Old Friends Club was discussed.

Resolved that a donation of £300 be given to the Wincham and Pickmere Old Friends Club

Proposed Cllr Barker

Seconded Cllr Pugh

15. A donation of £25 for a wreath for Remembrance Sunday laid at St John's Lostock Gralam on behalf of the residents of Wincham was discussed.

Resolved that a donation of £25 be given to St John's Lostock Gralam to cover the cost of a wreath laid on behalf of Wincham on Remembrance Sunday.

Proposed Cllr Pugh

Seconded Cllr Turner

16. A request from St John's Lostock Gralam for a donation towards the maintenance works required on the spire and lych gate to the church was postponed.

17. A suggestion made by a resident, Janet Boyd, to commemorate the testing around Wincham of the first jet engine (designed by Frank Whittle) was discussed but the Clerk was asked to leave the item on future agenda for updates.

18. Sub-Committees and Working Parties

i. **The date of 8 January 2018 at 7.30pm was agreed for the Finance Sub-Committee to meet in January.**

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

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

The Grounds Maintenance Working Party wish to:

Replace the sandpit with alternative equipment;

Move the football goalposts and fit nets;

Replace all the benches and fix down the picnic benches;

Replace the wetpour under the junior swings;

Reset the edging around several pieces of equipment;

Power wash all the equipment;

Go to tender to compare maintenance contracts;

Possibly install adult gym equipment.

It was suggested that the School Council could be asked about the equipment to replace the sandpit.

The Clerk was asked to investigate with Jackie Weaver and the insurers of the Parish Council the implications of leaving the picnic benches unattached so that members of the public might move them and potentially causing injury.

iv. **No further Working Parties had reports to be considered.**

v. **The Personnel Sub-Committee reported that it had met, but that its findings would be reported in Part II of the meeting**

19. Linnards Lane and Chapel Street Inspections

i. **The responsibility for inspections was noted:**

18/10/2017	Cllr Makepeace: Cllr Makepeace mentioned that
maintenance work was necessary on the toddler swings.	
15/11/2017	Cllr Henshall
20/12/2017	Cllr Casson
17/01/2018	Cllr Parr

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.

20. It was noted that no further developments needed to be discussed for the Memorial Garden and the new War Memorial.

21. It was noted that Green Flag sell a plaque denoting that a park has Green Flag status and also that Wincham Parish Council would also be permitted to use the Green Flag logo and details to create its own plaque.

Resolved that the Parish Council should purchase a plaque.

Proposed Cllr Barker

Seconded Cllr Turner

22. A response to the proposals to change funding for PCSOs was postponed.

23. The Clerk was asked to remove the issue of water pressure within the village from future agenda so that it could be raised when appropriate under AOB.

24. Holding an Unsung Heroes event in January or February 2018 was discussed. The event is likely to take place at the end of February on a Friday.

25. To consider the issue of Data Protection:

- a. The insertion of the following words at the foot of letters sent out by the parish clerk was discussed.

Thank you so much for your email.

The Parish Clerk has received it and under our Data Protection Guidelines and the Data Protection Act 1998 will (if required) share your email with the Parish Councillors in order to be able to respond fully.

We will respond directly to you soon. Thank you once again for contacting Wincham Parish Council.

Resolved that the Clerk be asked to include the wording above at the foot of emails to residents and third parties.

Proposed Cllr Turner

Seconded Cllr Barker

- b. Displaying a Data Protection Policy on the Parish Council website was discussed.

Resolved that the clerk be asked post the agreed wording on the website

Proposed Cllr Turner

Seconded Cllr Pugh

26. The issue of document retention was postponed.

27. The issue of email provision and use for Councillors and the clerk was discussed in Part II of the meeting.

28. Reports were received on Village Communication.

- i. The newsletter has been printed and distributed.
- ii. A CRTA meeting is expected shortly.
- iii. No amendments or additions were reported for the village website

29. Accounts:

i. The following payments were authorised:

Resolved to settle the following accounts

1.	BDO External Auditors	200.0		
		VAT 40.00		£240.00
2.	Wincham and Pickmere Old Friends Club donation			£300.00
3.	St John's Lostock Gralam: Remembrance Day Wreath			£25.00
4.	Signscape and Signconex Ltd: new noticeboard	443.90		
		VAT: 88.78		£532.68
5.	Green Flag application fee for 2018	£319.00		
		VAT 63.80		£382.80
6.	Simon Roberts balance due for printing			£14.00
1.	Northwich Town Council Invoice 2459 dated 31.10.17		147.00	
		VAT	29.40	
				£176.40
6.	To reimburse the Clerk for Postage costs: 50 x First Class Stamps and 50x Second Class Stamps			£60.50
7.	Clerk salary for November 2017 35 hours @ £10.30/hour			£360.50

Proposed: Cllr Turner

Seconded: Cllr Pugh

ii. The following bank balances were noted:

Current Account as at 3.11.2017	£200.00
Business Reserve Account 1. as at 3.11. 2017	£41,770.79
Business Reserve Account 2. as at 5.10.2017	£11,999.93

30. Correspondence

The following had been received:

1. Letter from the Acting Chief Constable concerning the changes to PCSO funding
2. Email from Mrs Esther McVey MP confirming that she had written to the Acting Chief Constable on behalf of the residents of Wincham.
3. Email from CWAC Highways confirming that they would visit the land on the junction of Chapel Street and would take action if the trees there were causing a problem to road users or pedestrians.

31. Any Other Business.

It was asked whether the Parish could have additional flower planters, as is the case in Cumberbatch.

The meeting was declared closed at 9.24pm.

AGENDA PART 2

The remainder of the agenda will be taken in closed session not open to the public or press and will relate to updating personnel matters.

Naomi Morris
28.12.2017