

# WINCHAM PARISH COUNCIL

MINUTES OF THE MEETING OF WINCHAM PARISH COUNCIL HELD ON WEDNESDAY 20 MAY 2015 at 7.30 PM IN WINCHAM COMMUNITY CENTRE

**Present:**

**Parish Councillors:** A Makepeace, K Barker, D Turner, I Parr, F Smith, R Casson, B Cooke, D Cooke, and S Henshall.

**Unitary Councillors:** N Wright

**Parish Clerk:** N Morris  
Ian Ross of the Press

No concerns were expressed during the public forum that was not dealt with elsewhere in the Minutes.

**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 2015-2016.*

*Proposed Cllr Barker*

*Seconded Cllr B Cooke*



**1. Election of Vice Chairman**

*Resolved: Cllr Kenton Barker was re-elected as Vice Chairman for the year 2015/16.*

*Proposed Cllr B Cooke*

*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.*

*Proposed Cllr Barker*

*Seconded Cllr Turner*

**3. Apologies for absence**

*Apologies had been received from Cllrs D Pugh and D Cooke.*

*Resolved to accept apologies.*

*Proposed: Cllr Barker*

*Seconded: Cllr Parr*

*(Cllr D Hammond also sent his 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.**

*Cllr Barker declared a disclosable interest in Item 7 since he lived close to the proposed development and he was employed by Weaver Vale Housing Trust.*

**(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 29 April 2015.**

*Resolved that the Minutes for the meeting held on Wednesday 29 April 2015 be confirmed as a correct record.*

*Proposed Cllr Barker*

*Seconded Cllr Parr*

**5. Matters Arising from Previous Meeting.**

- (i) The clerk reported that the free Show bus for the Cheshire Show will stop in Wincham this year.*
- (ii) The clerk reported that the new table tennis table should be delivered in early June. .*

**6. A report was received from the Unitary Councillors.**

*The Roberts' development has been called into Planning Committee and will be heard on 28 May in Chester because the plans include no affordable housing. One of the Parish Councillors may speak on behalf of the Parish Council.*

**7. Neal Roberts of Weaver Vale Housing Trust and Graham Jones of TADW Architects were welcomed to the meeting and the councillors listened to and discussed proposals potentially to build additional affordable housing on John Fryer's Avenue, Wincham.**

*Weavervale only supply affordable housing and would like to construct a terrace of 4 houses. Priority would be given to local residents.*

*A Councillor asked about biomass heating, but was told that this development was too small for such an investment, but that the houses would have high levels of insulation.*

*A Councillor asked about car parking spaces. There would only be one space for each house. Concern was expressed that this would not be sufficient. The meeting was told that this was the usual requirement of planning. The application is likely to go in for consideration within a week. The Unitary Councillor recommended a pre-application discussion with CW&C.*

**8. A report was received from PCSO Hambleton.**

*One burglary has been reported on Shaws Green Drive.*

**9. The current situation and future plans for the Black Greyhound site were discussed.**

*It has been reported that the application will be refused on the grounds of the site being on Green Belt.*

*A resident living adjacent to the site reported to the meeting that he and his immediate neighbours had discussed the application. They supported defence of Green Belt land, but felt that this was an exceptional case because it was within a well-defined area. The meeting disagreed that this case was exceptional, but thanked the resident for his thoughts.*

**10. The re-election of the all the Parish Councils for Wincham who stood for re-election was noted.**

**11. Co-option**

**Consideration was given to the submission from Mrs Debs May as the only application to fill the vacancy on the Parish Council arising from the retirement of Cllr Peter O'Halloran.**

*Resolved that Debs May be co-opted as a councillor on Wincham Parish Councillor.*

*Proposed Cllr Barker*

*Seconded Cllr Parr*

**12. A report was received from residents working to improve the safety and cleanliness of all areas of Wincham.**

*The survey recently conducted received 100 responses. The main areas of concern expressed were speeding within the village and parking.*

*Interest was expressed in obtaining an interactive traffic sign, but the costs were explained.*

*The Unitary Councillor said he would endeavour to set up a meeting with Highways to see if some funding could be obtained (eg £3000) which the Parish Council would have to match-fund.*

**13. Sub-Committees and Working Parties**

- i. No sub-committee meetings were planned to be held before the next Council Meeting.*

- ii. A report was received from the Grounds Maintenance Working Party.
- iii. A report was received from the HS2 Working Party and consideration was given as to whether to pay for a banner against HS2 to be erected on Linnards Lane, if the owner of the land is agreeable. The Working Party will enquire if the Mid Cheshire Against HS2 know who owns the land. The Working Party will e mail the clerk with the proposed wording for the banner.
- iv. A report was received from the Picnic in the Park Working Party
- v. A report was received from the Defibrillator Working Party and in particular to discuss the two

*Resolved to site the defibrillator on the outside wall of the Tingdene Office in Chapel Street.*

*Proposed Cllr Turner*

*Seconded Cllr Makepeace*

- vi. 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 Casson, Makepeace, Barker, Pugh, Parr, 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, Henshall, Parr, Pugh, Barker 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 Barker, Parr, Pugh and Turner.

**iv. The Grounds Maintenance Working Party:**

The aim of the Grounds Maintenance Working Party was to research the options and avenues available to the Council for facilities and maintenance issues at the Linnards Lane Playing Field and the Chapel Street Playing Field.

Membership of the Grounds Maintenance Working Party is currently Cllrs Barker, Turner and Pugh and Mrs Barbara Yates. A Working Party does not have a minimum number of members in order to be quorate.

**v. The Communication Working Party:**

The Communications Working Party commissions and gathers articles for the Wincham Word newsletter and arranges its distribution around the village.

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

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

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 Parr and Casson. A Working Party does not have a minimum number of members in order to be quorate.

vii. ***The Defibrillator Working Party:***

The aim of the Defibrillator Working Party is to research the options and avenues available to the Council for the installation of a Defibrillator in the village.

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

Membership of the Defibrillator Working Party is currently Cllrs Makepeace, Barker, Turner, Pugh, D Cooke and Casson. A Working Party does not have a minimum number of members in order to be quorate.

viii. ***The Picnic in the Park Working Party:***

The aim of the Picnic in the Park Working Party is to make plans and arrangements for the Picnic in the Park to be held in the Linnards Lane Playing Field.

No formal remit, nor review, is necessary for the Picnic in the Park Working Party.

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

ix. ***The Best Kept Garden Competition Working Party:***

The aim of the Best Kept Garden Competition Working Party is to make plans and arrangements for the Best Kept Garden Competition on behalf of the Parish Council.

No formal remit, nor review, is necessary for the Best Kept Garden Working Party.

Membership of the Best Kept Garden Competition Working Party is currently Cllrs Makepeace, Smith, Henshall, Parr and Casson. A Working Party does not have a minimum number of members in order to be quorate.

x. ***The Village Photography Competition Working Party:***

The aim of the Village Photography Competition Working Party is to make plans and arrangements for the Village Photography Competition on behalf of the Parish Council.

No formal remit, nor review, is necessary for the Village Photography Competition Working Party.

Membership of the Village Photography Competition Working Party is currently Cllrs Makepeace, Smith, Henshall, Parr and Casson. A Working Party does not have a minimum number of members in order to be quorate.

**14. Consideration was given to allocating a Chairman's Allowance of £100 in the accounts of the Parish Council to be used at the discretion of the Chairman of the Parish Council, in accordance with the LGA 1972 s15(5).**

*Resolved to allocate a Chairman's Allowance of £100.  
Proposed Cllr Turner  
Seconded Cllr Parr*

**15. Events**

- xi. The Parish Council stall at the Wincham C P School Summer Fayre on 11 July 2015 was discussed. Cllrs Barker and Parr will attend.**
- xii. It was noted that Miss Sam Gillett will be holding her second free session on Dementia on 20 June at 4pm in the Community Centre.**
- xiii. It was noted that the next Business Breakfast will be held at 8.30m on Thursday, 18 June at Witton Albion.**

**16. The issue of school transport was discussed.**

*The clerk was asked to write to CW&C to ask whether it is intended to withdraw funding for buses in Rudheath and to stress how important it was to protect these buses.*

**17. Linnards Lane Playing Field**

- i. Consideration was given to setting up a Friends of the Linnards Lane Playing Field for the purposes of applying for a grant to the Lottery Fund for a new war memorial and for involving members of the public in decisions on the flowerbeds etc in the Playing Field.*

*Resolved to mention this in the Wincham Word and to include all Parish Councillors and as many residents as are interested in a Friends Scheme and accordingly to create a Friends of Linnards Lane Playing Field.  
Proposed Cllr Barker  
Seconded Cllr Henshall*

- ii. Consideration was given to making a payment to Mrs Angela Sidwell for use in buying flowers and plants for the Linnards Lane Playing Field.*

*Resolved to send a cheque for £50 to Angela Sidwell for use in buying plants and other items she deems necessary for the flowerbeds in the Linnards Lane Playing Field.  
Proposed Cllr Barker  
Seconded Cllr Turner*

- iii. To note that the clerk has successfully obtained £400 in a national grant competition to fund a wildlife mosaic sculpture to be created by Mrs Angela Sidwell for the Linnards Lane Playing Field and to consider Mrs Sidwell's suggestion that this mosaic be created on a large stone (approximately 40cm in diameter) and placed close to one of the rowans planted in memory of Cllr Linda Moss.*

*Resolved to support the creation of a mosaic  
Proposed Cllr Barker  
Seconded Cllr Parr*

- iv. *Consideration was given to sewing wild flower seeds in the Playing Field (suggestions have been made that the seeds could be planted: in the bed behind the planters/benches; in a new bed between the rowan trees planted in memory of Linda Moss, beside the new mosaic; in a wild area behind the damson trees at the far end of the playing fields or generally around the perimeter of the playing fields.)*
  - v. *To note that the 2 plaques have now arrived (one to commemorate the planting of a rowan for Cllr Moss and the other to mark the planting of the royal oak) and to agree how these should be installed in the Linnards Lane Playing Field.*
  - vi. *It was noted that the goal posts had been moved in order to instal the play equipment in the Linnards Lane Playing Field, but that these goal posts now need to be returned to their original position.*
- 18. i. Consideration was given to suggestions for Tree Preservation Orders received as a result of the invitation issued in the last newsletter.**

**ii. Consideration was given as to whether the Parish Council wishes to apply to CW&C for a licence to be able to plant trees in any grass verges in Wincham.**

*Resolved to apply for a licence to be able to plant trees in any grass verges in Wincham*

*Proposed Cllr Henshall*

*Seconded Cllr Barker*

**19. A report was received on the new equipment installed in the Chapel Street Playing Field and to consider replacing the fencing for 6 of the fence panels around the Chapel Street Playing Field.**

*One of the Councillors volunteered to obtain costings for this work.*

**20. It was noted that voting is now open at AVIVA Community Fund and that all residents of the UK with an e mail address can cast up to 10 votes. Wincham will only be successful in obtaining funding for a new picnic bench for Linnards Lane if the application is within the top 200 applications determined by the number of votes cast. Voting ends on 30 May.**

**21. Consideration was given to the request for a donation received from St John's The Evangelist Lostock Gramam to be used for maintaining the churchyard.**

*Resolved to donate £250 to St John's in Lostock Gramam.*

*Proposed Cllr Barker*

*Seconded Cllr Casson*

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

*Resolved to donate £300 to the Pickmere and Wincham Old Friends*

*Proposed Cllr Turner*

*Seconded Cllr Barker*

**23. Training opportunities were noted.**

*Councillors wanting training were encouraged to e mail the clerk.*

**24. Linnards Lane Playing Field:**

- i. *New inspection sheets were circulated. (Please see Appendix E.)*
- ii. *inspections for the last month have been conducted by Cllr Barker(29/342015 - 20/5/2015)*
- iii. *Inspections for the next month will be the responsibility of Cllr Pugh (20/5/2015-17/6/2015)*

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

## 25. Village Communication:

- i. An update was received on the plans for the new village notice board
- ii. An update was received on the newsletter.
- iii. No changes or additions were reported for the village website.
- iv. An update was received on the arts and performance around the Wincham area.

## 26. Planning:

Please see Appendix A

- a. To note Permissions;

### a) APPROVALS ISSUED

#### APPLICATION NUMBER: 15/00960/FUL

**Proposal:** Two storey rear extension, single storey side extension and alterations to front elevation

**Location:** 19 Green Lane, Wincham, Northwich, Cheshire, CW9 6EF

#### Approval

- b) To note that no Refusals have been issued since the last meeting;
- c) To consider the Council's responses to the current applications.  
None received except

14/04654/OUT

Mrs Catherine Reay

20 May 2015

#### Location:

Land To The Rear Of Cedars Chapel  
Street Wincham Northwich Cheshire

to be considered by the Council at its Strategic Planning Committee meeting on 28 May 2015.  
Cllr Barker agreed to attend on behalf of the Parish Council.

## 27. Accounts:

- i. The payments listed below were considered.

CreativePlay for play equipment at Chapel Street

Final 50% for works to be completed	3,041.50	£3,041.50	
VAT @ 20.00		£ 608.30	
			£ 3,649.80
Northwich Town Council			
Invoice numbered 1364 dated 30.4.15	£522.65		
VAT @ 20%	£104.53		
			£627.18
Hire of Wincham Community Centre for Dementia Friendly workshop in May			£9.70
Clerk's salary for May 2015 35 hours @ £10.30/hour		£360.50	
Donation to St John's Lostock Gralam		£250.00	
Donation to Wincham and Pickmere Old Friends Club		£300.00	

*Resolved to*

*Proposed Cllr Parr*

*Seconded Cllr Barker*

- ii. To note Current Net Balances:

<b>Current Account</b> as at 1.5.2015	£200.00
<b>Business Reserve Account</b> as at 1.5.2015	£41,015.51
<b>Business Reserve Account 2.</b> as at 31.3.2015	£11,990.41

*Resolved that the above be accepted and authorised.*

*Proposed Cllr Parr*

*Seconded Cllr Turner*

- iii. Annual audit accounting statement was approved, prior to submission to the External Auditor  
*Resolved to note and accept the Annual audit accounting statement*  
*Proposed: Cllr Parr*  
*Seconded: Cllr Barker*
- iv. Annual audit governance statement was approved, prior to submission to the External Auditor  
*Resolved to note and accept the Annual audit governance statement*  
*Proposed: Cllr Parr*  
*Seconded: Cllr Barker*
- i. The statutory period during which residents can request sight of the Parish Council accounts was noted. Notices advertising this statutory period had been posted on the noticeboards.
- ii. It was noted that the Internal Auditor had approved the accounts for the Parish Council, but with the following comments:
  - a) There are 2 cheques which are out of date and the auditor recommends that these should be written out of the accounts
  - b) The Local Authority has not provided evidence of the Council Tax Reduction Scheme for 2014/15. This should be obtained for the next year (2015/16). (Note from clerk: it has been obtained for 2015/16.)
  - c) The fixed assets have increased due to the play ground expansion. The internal auditor advises that evidence must be sought from the grant issuers to show where the funding originated.
  - d) The internal auditor has issued guidance that in the next year, the Parish Council needs to contact the Pension Regulator about a staff pension scheme.

*Resolved to note and accept the recommendations from the internal auditor*

*Proposed: Cllr Parr*

*Seconded: Cllr Barker*

## **28. Correspondence**

- i. Letter from Mr Ian Walker
- ii. Letter from Mr D Evans.

## **29. Any Other Business.**

*The clerk was asked to write to the new leader of CW&C, Samantha Dixon, welcoming her to her post and asking that she ensures that there is correct scrutiny should the TATA incinerator be constructed with an altered capacity.*

**The meeting was declared over at 9.36 pm**

*Naomi Morris*  
*Parish Clerk*  
*7.6. 2015*