

# WINCHAM PARISH COUNCIL

## MINUTES OF THE MEETING OF WINCHAM PARISH COUNCIL HELD ON WEDNESDAY 16 OCTOBER 2013 AT 7.30 PM IN WINCHAM COMMUNITY CENTRE

Present:

Parish Councillors: P O'Halloran, D Turner, D Pugh, A Makepeace, I Parr, B Cooke and B Cooke

Parish Clerk: N Morris

PCSO: P Hambleton

No concerns were expressed during the public forum.

### 1. Apologies for absence

*Resolved to accept apologies from Councillors K Barker, L Moss, R Casson and F Smith.  
(Ward Councillors Byram, Hammond and Wright also sent their apologies.)*

*Proposed: Cllr Makepeace*

*Seconded: Cllr Turner*

### 2. Declarations of any

**(a) disclosable pecuniary interests or**

**(b) other disclosable interests**

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

*No declarations were made.*

### 3. 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 25 September 2013

*Resolved that the Minutes for the meeting held on 25 September 2013 be confirmed as a correct record:*

*Proposed Cllr Makepeace*

*Seconded Cllr Parr*

### 5. Matters Arising from Previous Meeting.

*The Clerk reported that:*

- i. CW&C are to take steps to legitimise the zigzag lines outside the school;*
- ii. CW&C are advertising the proposed change to 40mph along Linnards Lane.*

### 6. No Unitary Councillors were present.

### 7. Pastor Andy Webb was welcomed to the meeting and discussed with the councillors arrangements for the Wincham Christmas carol event in Wincham Community Centre on Friday 20 December, including:

- i. The service in the Community Centre will run from 7.30-8.30pm*
- ii. Pastor Webb will bring drums and a keyboard*
- iii. Cllr Turner will assist with providing mulled wine*
- iv. The Clerk will investigate arranging mince pies and soft drinks*
- v. There will be a fancy dress competition for the children*
- vi. The Clerk will arrange for posters to be printed and for the event to be advertised in the newsletter and on the website.*
- vii. The Clerk will also send details of the event to Lostock Gralam and Pickmere.*

*Pastor Webb also told the councillors about his church and his charitable activities in Romania.  
The councillors expressed their thanks to Pastor Webb.*

### 8. Consideration was given to refreshments and other arrangements for A Village New Year's Eve Party at the Community Centre. The anticipated cost to the Parish Council would be approximately £250, if match-funded by the Ward Councillors.

*Resolved The Parish Council will make a £250 donation towards a New Year's Eve Party.*

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

**10. A report was received from a WCC representative.**

**11. A report was received on the current position of the Neighbourhood Plan.**

*Cllr Makepeace volunteered to assume responsibility for this in the future.*

**12. A report was received on the children's competition to design a dream play area.**

*The judging has taken place, but the prize-giving will be arranged at a future date.*

**13. Linnards Lane Playing Field:**

i. The Clerk requested completed inspection sheets of the playing fields for the last month for the inspections conducted by councillors.

ii. Consideration was given to the following quotations from Northwich Town Council:

a) To complete the recommended repairs to the play equipment;

"The quote for repairs will be £94 plus vat (including materials)".

*Resolved to accept the quotations*

*Proposed Cllr Turner*

*Seconded Cllr Pugh*

b) To remove the existing 3 benches in the Linnards Lane Playing Field and to replace with 3 stainless benches:

"£800 for the benches plus the cost of removal of old and installation which would be £94 per bench."

*It was noted that the benches would be longer than the current benches and wider (allowing users to sit on either side at the same time), but that the benches had no backs.*

*It was agreed that some of the councillors have a look at the benches. A decision will be made at the next meeting.*

iii. *It was discussed whether an additional cut of the grass on the Linnards Lane Playing Field and Chapel Street playing fields was necessary. The decision will be made at the next meeting, once councillors have had a chance to inspect the current length of the grass.*

**14. Sub-Committees**

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

ii. An update was received from the Christmas Tree Working Party. This matter will be considered again in the New Year.

iii. A report was received from the Linnards Lane Playing Field Working Party.

iv. A report from the HS2 Working Party was postponed to the next meeting.

**15. Consideration of the local bus provision around Wincham:**

*This matter was postponed to the next meeting.*

**16. A report was given of the latest Litterpick organised in the village.**

*The litterpick was welcomed and proclaimed a great success. The councillors extended their thanks to all involved. It was unclear when the next litterpick will be held because it had originally been planned for 10 November, Remembrance Sunday.*

**17. Consideration was given to the Register of Members' Interest and members took new forms if their circumstances had changed.**

*This matter was postponed until the next meeting.*

**18. Consideration was given as to whom to give the two tickets for the Bridgewater Hall for a concert on 20.5.14 of Beethoven's Piano Series 5, performed by John Lill.**

*Resolved to give the tickets to Rob Seymour, if he would like them, in recognition of the tireless help he has given to preparation of the hall before and after many theatrical events.*

*Proposed Cllr Turner*

*Seconded Cllr Parr*

*Cllr Makepeace will enquire if Mr Seymour would accept the tickets.*

**19. Consideration was given to a further questionnaire to be included in the next newsletter and possibly covering the following issues:**

*In the Spring Edition of the newsletter, Cllr Makepeace will write about the role of a parish councillor and give advice on how and where to obtain services or advice from Cheshire West and Chester and from other agencies.*

*A questionnaire will then also be included in the same newsletter exploring what residents want from their parish council and from their newsletter.*

**20. Village Communication:**

- i. An update was received on the for the new village notice board
- ii. An update was received on the newsletter:  
*(It was noted that the final date for receipt of items for the next edition is 31 October.)*
- iii. There were no changes or additions for the village website.
- iv. An update was received on the Rural Arts Network.

**21. Consideration was given to**

- i. **Holding an annual performance review of the clerk**
- ii. **To note the 1% increase for 2013-2014 pay scales for town and parish clerks as supplied by NALC and to consider implementing this increase (back-dated to April 2013), subject to a satisfactory performance review having been held before the next Parish Council Meeting and being reported on at that meeting.**

The councillors discussed the contribution that the clerk has made since her appointment, including: steering the Parish Council through an internal and external audit; finalising the Queen Elizabeth II status for the Linnards Lane Playing Field; obtaining a grant of £25,000 for the improvement of the Linnards Lane Playing Field; itemising the accounts to show the funds due to Cheshire Rural Arts and Parish Improvement Grant; initiating a local clerk liaison group and attending the village summer fayre held at Wincham CP School and the village litterpicks. Having discussed these, the councillors made the following resolutions:

*Resolution: that it was not necessary to hold a formal annual review of the clerk.*

*Proposed Cllr Parr*

*Seconded Cllr Makepeace*

*Resolution: following the national NALC guidelines, the Parish Council will increase the annual salary for the clerk by 1%, back-dated to April 2013. This will increase the annual salary from £3,671.28 to £3,708.*

*Proposed Cllr Turner*

*Seconded Cllr Makepeace*

**22. Planning:**

- a. The following permission had been granted since the last Council Meeting:
  - i. Diversion Order of a Public Path: 248m commencing at OS grid ref SJ 6789 7514 and then running in a southerly then south westerly direction to OS grid ref SJ 6779 7496.
- b. No planning applications had been refused since the last Council Meeting.
- c. The following applications were discussed:
  - i. **APPLICATION NUMBER: 11/01968/OUT**

**PLANNING OFFICER: Mr Paul Friston**

**PROPOSAL:** Residential development of up to 950 dwellings including 30% affordable housing; plus up to 2500 square metres of associated commercial facilities (Use Classes A1 - A5, B1 and D1 - D2). Points of access/egress on to New Warrington Road and Chapel Street. The new proposal was to phase the development.

**LOCATION:** Land South Of Chapel Street and East Of, New Warrington Road, Wincham, Northwich, Cheshire,

A report on this matter was received by councillors who had attended the Strategic Planning Committee where this had been discussed and passed, despite objections.

ii. **APPLICATION NUMBER 13/03730/HAZ**

**PLANNING OFFICER: Mr Paul Friston**

**PROPOSAL:** Variation of Hazardous Substance Consent 11/04377/HAZ to allow storage of NBI in fixed storage vessels.

**LOCATION:** Thor Specialities UK Limited, Wincham Avenue, Wincham, Northwich, Cheshire.

No objection.

**23. Accounts:**

- i. *Resolved to approve the following payments*  
*Proposed Cllr Turner*  
*Seconded Cllr Pugh*
- |  |         |
|--|---------|
| a) Wincham Community Centre for Christmas Carol Service on Friday 20 <sup>th</sup> December 2013 – Main Hall for 2 hours | £26.20  |
| b) Annual contribution to PCSO   | £5,900  |
| c) Clerk's salary for October 2013   | £305.94 |
| d) Clerk's expenses for printer paper & ink £36.55   |         |
| VAT @ 20%  | £7.31   |
|  | £43.86  |
- ii. *It was noted that no requests were made to view the annual accounts.*
- iii. *The following balances were noted*  
Current Net Balances:  
**Current Account as at 3.10.2013** £200.00  
**Business Reserve Account as at 3.9.2013** £9,037.43, but less £1,925.69  
*that has been transferred out of this account since 3.9.2013*  
**Bonus Saver Account as at 4.7.2013** £5,805.36, but plus £20,000  
*that has been transferred into this account since 4.7.2013*  
**Total held at bank** £33,117.10
- iv. The quarterly accounts in Appendix C were considered.  
*Resolved to approve the quarterly accounts*  
*Proposed Cllr Makepeace*  
*Seconded Cllr Turner*

**24. Correspondence:**

No correspondence has been received since the last Council meeting.

**25. Any Other Business**

- i. St John's Lostock Gralam had invited one of the councillors to lay a wreath on the war memorial in Lostock Gralam, on behalf of Wincham Parish Council.
- ii. A councillor requested that at the next meeting the Parish Council discuss whether the war memorial could be moved from its present position in Wincham CP School into the Linnards Lane Playing Field, where it would be seen by more of the residents of Wincham.
- iii. It was reported that there was a problem with fungus on a mountain ash tree on the corner of Linnards Lane and Green Lane.
- iv. The clerk was asked to write to councillors in advance of the next meeting, reminding them of their duty to attend Parish Council Meetings, or else to send their apologies, in advance.
- v. A councillor requested that the clerk ask Pastor Webb whether he would like to take a collection at the Carol event for his church. The councillor also asked that the Parish Council discuss at the next PC Meeting, the possibility of making a donation to the Pastor's church, in recognition of his help in bringing the Carol event to Wincham.

*The meeting closed at 9.47 pm.*

Naomi Morris  
Parish Clerk  
19.10.2013