

DAVENHAM PARISH COUNCIL

Clerk: M Rosney Fernleigh Townfield Lane Frodsham WA6 7RQ
email: clerk@davenhampc.org.uk

Minutes of the Parish Council meeting held on

27/06/11 at

Davenham Methodist Church Hall

Public open forum 7.15pm

Council Meeting 7.30pm

10. Apologies Cllr Ravencroft

11. Present
Cllr Wood (Chairman)
Cllr Sellers (Vice Chair)
Cllr Robinson
Cllr McDonald
~~Cllr Robinson~~
Cllr Grzonkowski
M Rosney Clerk

12. Declarations of Interest

No declarations of interest were made.

13. Approval of Minutes Of 06/06/11

(i) To approve the minutes of the Parish Council Meeting held on 06/06/2011.

The minutes of 06/06/11 were approved subject to the following amendment:-

Minute No. 2 concerning planning application for 14 Prospect Drive, Cllr Watson agreed to obtain an extension of time for the Parish Council to respond with their comments.

14. To note correspondence received and action to be taken

- (i) Email received concerning missing invoice from Methodist Church for Parish Council Meetings from John Durston. Parish Council members instructed Clerk to request a duplicate invoice.
- (ii) Letter received from MR B Worrall concerning rubbish left outside his gate. Parish Council Members instructed Clerk to write a letter of apology, stating that the Cricket Club had apologised and will ensure no rubbish is left in future.
- (iii) Email received from C Bailey enquiring when Davenham Junior Cricket Club could use the pitch at Laburnum Road. Members unanimously agreed to instruct clerk to reply, explaining that this area of grass needed to be treated but may possibly be fit for use in the autumn.
- (iv) Letter received from Mike Jones CWAC requesting that notification is sent to confirm that members of Davenham Parish Council had completed and returned to clerk, their Register of Members Interest and Acceptance to Office forms. Cllr Grzonkowski and Cllr Robinson to complete and return forms to clerk as soon as possible.
- (v) Letter received from Blachere Illumination enquiring about an invoice that had not been paid. Clerk instructed to enquire what services Blachere Illumination had performed in relation to this invoice.

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15. Finance and Administration

- (i) Parish Council Members agreed to sign 2010/2011 Audit Report which was approved at PC Meeting on 06/06/11. Clerk instructed to return this to the Audit Commission.
- (ii) Parish Council Members agreed for clerk to transfer funds between reserve account and current account, to ensure sufficient funds remain available.
- (iii) Parish Council Members agreed to approve funds transfer of £48,209.55 to Kingsmead Parish Council. as agreed under the a CW&C / DPC agreement for the capital split due to the creation of Kingsmead Parish Council.
- (iv) Parish Council approved payment for £143.00 AON Insurance for additional cover for Laburnum Road playground, due to the creation of the new Toddlers Play Area.
- (v) It was noted that retiring clerk had completed form VAT126 to reclaim VAT for period of 06/12/11 to 11/03/11, £8,507.06.
- (vi) It was agreed by Parish Council Members to consider a programme to revise and update the Councils Standing Orders. Chairman asked for a volunteer to take this forward.
- (vii) Christmas tree and lighting was discussed by Council members. Cllr Grzonkowski agreed to take this matter forward and report back to PC.

16. Planning Matters

To note response to planning applications received and response sent

11/02091/FUL proposed single storey extension to provide additional living accommodation and internal alterations at 69 Church Street Davenham. Davenham Parish Council had no objections.

11/01724/ADV 1 hanging sign, 3 sets of lettering externally illuminated, 1 logo, 3 amenity signs and 1 letter not illuminated at Bulls Head 465 London Rd Davenham. Davenham Parish Council feels that the letters are too large and bright and feel this has an adverse impact on this listed building.

11/01865/FUL relocation of concrete garage/store to replace existing wooden shed at 69 Church Street Davenham. Davenham Parish Council feels that as this is in a conversation area, we should not encourage concrete garages located close to street frontage. A better building material should be used, as this is not in keeping with the village environment.

17. Village Plan and Village Design Statements.

The Chairman explained the benefit of considering preparing a Village Plan and Village Design Statements. The Council agreed that we should take steps to implement this. Clerk instructed to seek support and advice from Cheshire West and Chester Council on what funding and other assistance was available to take this forward.

18. Highways Matters

- (i) Overhanging Hedges Parish Council members unanimously agreed to again request action on the overgrown hedge [opposite fountain lane] which was now blocking the footpath.
- (ii) Village centre Garden. Complaint about reduced highway visibility along road frontage. Clerk instructed to arrange for the Village Keeper to meet with Cllr Wood and Cllr Robinson to look at removing these overgrown shrubs and more suitable replanting.

19. Playing Field

- (i) Councillor Robinson provided an update on the Toddlers Play Area Opening event on 01/07/11. Clerk instructed to obtain key from Village keeper to allow access on the evening and forward said key to Cllr Robinson.
- (ii) The proposed signage was discussed and agreed by Council members. Councillor Wood provided costing from Simply Signs at a cost of £314.80 Inc vat. Members unanimously agreed for these to be purchased.

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- (iii) Parish Council discussed action required by Davenham PC in order to meet Veolia requirements. Clerk provided list of action required to Cllr Wood, to enable funding to be claimed.
- (iv) Chairman reported incidents of misuse by High School children at the playground. Clerk instructed to write to Mr Kenya Deputy headmaster at the High School.

20. To confirm dates and times of future meetings Council 26 July

PART B Confidential matters

10 Finance and Administration

- a. Parish Council approved for payment salary of Clerk period 06/06/11 to 30/06/11 at 357.46 and agreed/signed the part month calculation.
- b. Parish Council approved payment to HMRC at £89.20.
- c. Parish Council approved for payment JDH Business Services for Internal Audit Fee 2010/2011 year £101.75

11 Closure of Meeting

The meeting finished at 10.15pm

Signed/dated

 25.7.11

Chairman of Parish Council