

Davenham Parish Council

**Minutes of Davenham Annual Council Meeting held 16th May 2022
Held at Davenham Royal British Legion
Annual Council Meeting 7.30pm**

Present:	Cllr. Ryder (Chair), Cllr Tutt (Vice-Chair), Cllr Wood, Cllr Powell, Cllr. Ravenscroft, Cllr Lee, Cllr Spare, Cllr. Hudson Elaine Hamlett (clerk),																																																																																												
1. Apologies:	No Apologies. No declarations of Interest																																																																																												
2/3 Appoint the Chair for 2019/20	Cllr Ryder (Chair) Cllr Tutt (Vice-Chair) voted in to remain in present positions for a further year. Proposed Cllr Wood seconded Cllr Hudson All Agreed Cllr Ryder (Chair) Cllr Tutt (Vice-Chair) declared their Acceptance and signed.																																																																																												
4 .Approval of Minutes and Updates of Actions	It was RESOLVED to re-approve the Annual Council Meeting Minutes held on 11 th May 2021. Proposed by Cllr Wood seconded by Cllr Lee. All in favour It was RESOLVED to re-approve the Annual Parish Meeting Minutes of the meeting held o11th May 2021 Proposed by Cllr Wood seconded by Cllr Lee. All in favour It was RESOLVED to approve the Parish Council Meeting Minutes of the meeting held on 11 th April 2022. Proposed by Cllr Wood seconded by Cllr Lee. All in favour																																																																																												
4.b. Action List	All actions completed.																																																																																												
5. a) Finance	<p>Bank Balances Reconciled Bank Balance 30/4/2022 £54732.14</p> <p>INCOME</p> <table border="1" style="width: 100%; border-collapse: collapse; background-color: #ffff00;"> <thead> <tr> <th>DATE</th> <th>FROM</th> <th>DETAILS</th> <th>AMOUNT</th> </tr> </thead> <tbody> <tr> <td>06/04/22</td> <td>CWAC</td> <td>Precept</td> <td>27595.00</td> </tr> <tr> <td>27/04/22</td> <td>HMRC</td> <td>VAT Reclaim</td> <td>6147.75</td> </tr> <tr> <td></td> <td>Stallholders/adverts</td> <td>Jubilee Payments</td> <td>200.00</td> </tr> <tr> <td>22/04/22</td> <td>P. Lee</td> <td>Broax Bench repayment-Village Garden</td> <td>511.00</td> </tr> </tbody> </table> <p>APRIL 2022</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th><u>DATE</u></th> <th><u>PAYEE</u></th> <th><u>DETAILS</u></th> <th><u>Transaction Ref</u></th> <th><u>NET £</u></th> <th><u>VAT £</u></th> </tr> </thead> <tbody> <tr> <td>13/04/22</td> <td>RJ Signs</td> <td>Butchers Stile Sign</td> <td>Jh5926/3</td> <td>212.34</td> <td>42.47</td> </tr> <tr> <td>13/04/22</td> <td>Simon Roberts</td> <td>Newsletter</td> <td>22-033</td> <td>499.00</td> <td></td> </tr> <tr> <td>24/04/22</td> <td>ME Marques</td> <td>Balance of Hire</td> <td>3427</td> <td></td> <td></td> </tr> <tr> <td>29/04/22</td> <td>PrintHub</td> <td>Jubilee Banners</td> <td>0812</td> <td>235.00</td> <td>47.00</td> </tr> <tr> <td>04/05/22</td> <td>Amazon (E Hamlett)</td> <td>Bird Scarer</td> <td></td> <td>84.60</td> <td></td> </tr> <tr> <td>09/05/22</td> <td>Lawtons</td> <td>14816 Field Cuts</td> <td></td> <td>896.00</td> <td>179.20</td> </tr> <tr> <td></td> <td></td> <td>14815 Village Garden</td> <td></td> <td>4056.00</td> <td>811.20</td> </tr> <tr> <td>09/05/22</td> <td>Quay Payroll</td> <td>Payroll</td> <td></td> <td>12.75</td> <td></td> </tr> <tr> <td>9/05/22</td> <td>HMRC</td> <td>PAYE Apr-May</td> <td></td> <td>325.29</td> <td></td> </tr> <tr> <td>09/05/22</td> <td>E Hamlett</td> <td>Clerks Salary</td> <td></td> <td>884.07</td> <td></td> </tr> <tr> <td>10/05/2022</td> <td>Amazon(EWH)</td> <td>Jubilee items</td> <td></td> <td>22.48</td> <td></td> </tr> </tbody> </table>	DATE	FROM	DETAILS	AMOUNT	06/04/22	CWAC	Precept	27595.00	27/04/22	HMRC	VAT Reclaim	6147.75		Stallholders/adverts	Jubilee Payments	200.00	22/04/22	P. Lee	Broax Bench repayment-Village Garden	511.00	<u>DATE</u>	<u>PAYEE</u>	<u>DETAILS</u>	<u>Transaction Ref</u>	<u>NET £</u>	<u>VAT £</u>	13/04/22	RJ Signs	Butchers Stile Sign	Jh5926/3	212.34	42.47	13/04/22	Simon Roberts	Newsletter	22-033	499.00		24/04/22	ME Marques	Balance of Hire	3427			29/04/22	PrintHub	Jubilee Banners	0812	235.00	47.00	04/05/22	Amazon (E Hamlett)	Bird Scarer		84.60		09/05/22	Lawtons	14816 Field Cuts		896.00	179.20			14815 Village Garden		4056.00	811.20	09/05/22	Quay Payroll	Payroll		12.75		9/05/22	HMRC	PAYE Apr-May		325.29		09/05/22	E Hamlett	Clerks Salary		884.07		10/05/2022	Amazon(EWH)	Jubilee items		22.48	
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Davenham Parish Council

	10/05/22	North East Trophies (EWH)	POD Trophy		54.95		54.95
	11/05/22	HSBC	Bank Charges		8.00		8.00
	11/05/22	Ionos	Website		3.00	.60	3.60
	16/04/2022	ICO	Annual Subs		35.00		35.00
	16/05/2022	ROSPA	Inspection		143.50	28.70	172.20
	16/05/2022	Carl Howard	Jet Washing		200.00		200.00
	TOTAL EXPENDITURE to 16th May 2022						£14798.80
5. a)	<p>Finance Report It was RESOLVED to approve the Parish Council Finance Report. Proposed by Cllr Spare seconded by Cllr Lee. All in favour</p>						
5. b) Approve, Amend Annual Risk Assessment and Standing Orders	<p>It was RESOLVED to amend/approve the Parish Council: Annual Risk Assessment, <i>no change</i> Standing Orders <i>change address of meeting place now at DRBLSC and not the Methodist Hall</i> Asset Register. <i>add new play equipment on Butchers once completed</i> Financial Regulations <i>no change</i> Proposed by Cllr Spare seconded by Cllr Ryder. All in favour</p>						
5. c) Audit 20/21	<p>Revision of AGAR section 2 to amend total of income and not to include monies expected in 21/22 but not received. All paperwork amended and re-sent to John Henry as requested. AGAR re-signed and to be sent. Proposed Cllr Ryder Seconded Cllr Tutt all agreed. The Chair signed the revised AGAR Section 2</p>						
5. d) Budget Update and approval of reserves.	<p>Budget to be amended to include extra costs for tree surgery in Village Garden. Proposed by Cllr Tutt seconded by Cllr Lee. All in favour.</p> <p>It was RESOLVED to approve the Budget and Project Reserves for 2021/22. Proposed by Cllr Hudson seconded by Cllr Watson. All in favour</p>						
Administration							
5. a Village Gardener	<p>It was discussed and agreed not to plant bedding plants in the garden until a solution was found regarding watering of the plants in dry weather. Agreed to ask Village Gardener to look at the list of repairs for Laburnum Playing Equipment and give estimate for repairs. Proposed by Cllr Lee seconded by Cllr Tutt. All in favour</p>						
5. b) HS2	<p>Feedback from representative that no new information had been received that could be shared on website</p>						

Davenham Parish Council

6a Planning and Highways Matters	6a) Applications Received for Consultation:				
	Item No.	Application No	Proposal	Location	Comments by:
	1	22/01399/CAT	2 Cherry group (G1) Reduce regrowth height by 3 m and prune to balance Cherry(T2) reduce height by 3 m and prune	19 Church Street, Davenham CW9 8NE	12 th May 2022
	2.	22/01086/FUL	Single storey side orangery and elevational and roof material changes to existing	The Lodge Manor Lane Davenham Northwich Cheshire CW9 7SB	17 th May 2022
	3.	22/01269/FUL	Addition of windows to front, two storey side extension and single storey side extension	40B Church Street Davenham Northwich Cheshire CW9 8NF	31 st May 2022
6b Decisions on recent applications	4.	22/01600/CAT	1 x Sycamore - Fell to ground level due to close proximity to telegraph pole and interference with BT wires	10 Church Street Davenham Northwich Cheshire CW9 8NE	2 nd June 2022
	22/00994/FUL	Erection of free-standing storage outbuilding	Vale Royal Crematorium Shurlach Lane Davenham Northwich CW9 8RP	1 st May 2022	
	22/00916/LBC	Taking down of parts of brick boundary wall that are unsafe and re-building off new concrete foundation.	Whatcroft Hall Whatcroft Hall Lane Davenham Northwich CW9 7SQ	1 st May 2022	
6c Acknowledge ments	Due to the failure of CWAC to report the results of Planning decisions direct to DPC and the ever increasing length of the outstanding applications still open, it was discussed and agreed that only new planning applications be shown along with those application still awaiting decision and within the comment submission deadlines.				
6d Paving	Ongoing				
6e Traffic improvements	Cllr Lee reported his discussions with CWAC and confirmed that they have agreed to the road line painting this summer. A request was made for further consultation regard traffic calming and pedestrian crossing and a meeting with Highways to explain what is required of DPC to enable progress on these matters. No response has been given to this point.				

Davenham Parish Council

7. Parish Council Managed Assets	<p>7a Laburnum Field: There were a few issues with the Play equipment following the latest Inspection. It was agreed to ask a Village Gardener to look at the list of work and get back to DPC with a cost and timescale.</p> <p>7b Butchers Stile: CCTV company still not responded. Look into replacing the contractor from previous quotes. Cllr Ryder to contact Pentagon regarding the loose bolts on the circular swing and that the inspector has reported it is too close to the other play equipment (3000mm) and posing a medium risk. Benches required on Butchers – add to next agenda</p> <p>7c DCC The Lease was in the final stages and an email sent to Solicitors to respond to final request for changes/amendments as soon as possible.</p>	
8. Appoint Members to Committees and Working Groups		
	Planning Committee	Cllr Paul Spare, Cllr Ravenscroft (Trees)
	Asset Maintenance Working Group	Cllr David Ravenscroft,
	HS2 Meeting Representatives	Cllr Powell, Cllr Spare in reserve and Cllr Tutt in reserve
	Newsletter & Web	Cllr Ruth Wood,
	CWAC Area Board Representatives	Cllr Helen Weltman, Cllr Elton Watson
	MINOSOS Liaison Representatives	Cllr Lee
	Butchers Stile Development Working Group	Cllr Andrew Hudson, Cllr Ian Ryder, Cllr Trevor Tutt, Cllr Ruth Wood
	Neighbourhood Plan Working Group	2021 Review Cllr Hudson, Cllr Spare
	Village Garden Working Group	Cllr Paul Lee, Cllr Trevor Tutt, Cllr Paul Spare, Cllr Wood
	Personnel Committee	Cllr Ian Ryder, Cllr Ruth Wood
	Community Hub Group	Cllr Andrew Hudson, Cllr Ian Ryder, Cllr Paul Spare, Cllr Tutt
	DCC liaison	Cllr Ian Ryder, Cllr Hudson, Cllr Powell
	Manchester Airport Liaison	Cllr Ian Ryder, Cllr Powell
	Pride of Davenham Focus Group	Cllr Ryder, Cllr Wood
	Xmas Tree Focus Group	Cllr Tutt, Cllr Powell, Cllr Lee
	Village Gardener Contract Focus Group	Cllr Tutt, Cllr Lee

Davenham Parish Council

9. Projects	<p>Laburnum <i>As above</i></p> <p>Butchers Stile <i>As above</i></p> <p>DCC Lease <i>As above</i></p> <p>Village Garden Cllr Tutt to chase up undelivered plants still outstanding on Order</p> <p>Platinum Jubilee Festival All underway and ticket sales are very good at this point. Next meeting of the ficus group is 23rd May 2022 at 6pm</p> <p>Pride of Davenham Award Winner based on nominations was unanimous. Excellent response to this which encourages the continuation of the POD award in the future. Trophy bought and engraved. with winners name ready for the Jubilee Festival presentation</p>
10.To receive reports External Meetings	No External Meetings
11.Urgent Matters	<p>RESILIENCE PLAN this was sent in advance of the meeting for reading. No changes were necessary and so it was agreed to approve the document. Proposed by Cllr Ryder, seconded by Cllr Wood all agreed.</p> <p>Ginnel Gate: It was agreed that unless a different solution could be found the matter would be closed and removed from the agenda.</p>
12.Date of Next Meeting	Monday 19/6/22 at 7.15 pm DRBL
13. Closure of Meeting 8.50 pm	