

**Minutes of the Meeting of Comberbach Parish Council held on
Tuesday 10th December 2019 at Comberbach Memorial Hall**

Present

Mr J Ryder (Chairman in the Chair)
Mr J Bradley
Mr R Holt
Mr S Hornby
Mrs J Johnston

Ms DJ French (Clerk)
CWAC Cllr L Gibbon

The Meeting started at 7.15pm.

1. Public Open Forum

No Members of the Public were present.

2. Apologies for absence were received and approved from Mrs J Bradley (family reasons), Mr S Penwill; and CWAC Councillors P Marshall and N Wright

3. To receive Members' Declarations of Interest – none

4. Minutes of the Parish Council meeting held on 22nd October 2019

(19/77) RESOLVED that the minutes of the meeting held on 22nd October 2019 be approved as a correct record.

5. Progress Reports and Updates

5.1 New litter bins had now been installed at the Recreation Area. They had greater capacity and were sturdier than the previous bins.

5.2 The application for funding from the CWAC Members budget towards new picnic tables had been successful and the sum of £1,000 had been received.

5.3 The Clerk updated that no feedback had been received from CWAC Highways regarding the design of the new signs and the signs could now be ordered.

5.4 The new noticeboard had been delivered and was in the storage unit; the location was still to be agreed with the school to enable access for community notices. Members discussed options including recessing the railings.

5.5 The Primary School had sent further information as part of their request that the Parish Council fund replacement pads for the defib unit located at the school. Members discussed how accessible the defib unit was to members of the public outside of school hours.

5.6 The suggestion box had been displayed at the Open Day and would be installed in the Heritage Phone box shortly.

5.7 The Avenue resurfacing had now been carried out. Some residents had commented on the quality of the work.

(19/78) RESOLVED: That:

- (a) the Clerk send an email to the CWAC Ward Councillors to thank them for the funding towards new picnic tables;
- (b) the Clerk contact the Signage Company to order the new signs and liaise with CWAC Highways regarding installation.
- (c) Councillor Hornby will discuss the location of the noticeboard with the Primary School to ensure access can be achieved for the community.
- (d) the Clerk contact the Primary School to advise that the Parish Council is minded to fund replacement pads for the defib but seeks reassurance that there is budget provision by the School for a replacement unit and battery pack which the Council knows will be a significant cost. Once a response is received from the School the Parish Council will consider the request further; and
- (e) the Clerk contact the Chief Executive of Cheshire West and Chester Council to pass on thanks for the resurfacing works carried out on The Avenue and passing on the positive comments received from residents. The Chief Executive be requested to confirm the timetable for the next round of funding to enable the Parish Council to apply for further roads in Comberbach along with a contact officer who can keep the Council updated on progress with future bids.

6. Cheshire West and Chester Councillors' reports

CWAC Councillor L Gibbon updated as follows:

- She explained that the Council could register, via the Clerk, on the "Your Streets" portal which would enable progress to be monitored and matters could be escalated if appropriate;
- CWAC were currently consulting on the Council Plan;
- She had met with representatives of Tata regarding further development at Winnington Village. She had urged inclusion of a link road from the development towards Leicester Street along with environmental improvements beside the River Weaver.
- The LEP had funding to do a survey on Winnington Bridge to submit a business case to Transport for the North;
- CWAC had a big backlog with determining planning applications but some additional resource had been brought in on a temporary basis to deal with this.

7. Finance Committee

(19/79) RESOLVED: That the minutes of the meeting of Finance Committee be received.

8. Communication with Residents

The Council discussed the Open Meeting held on 30th November. There had been fairly good attendance bearing in mind the time of year. A number of issues raised had related to highways matters. The PCSO had found it a useful meeting.

(19/80) RESOLVED: That the update be noted.

9. Planning

9.1 Planning decisions were listed in Appendix 3.

9.2 There were no enforcement matters.

(19/81) RESOLVED: That the planning update be noted.

10. Recreation Area

10.1. Recreation Area Update – the Chairman updated: Northwich Town Council had undertaken the inspection for October and highlighted some items to be addressed over the forthcoming months. The footpath was wet and muddy and the Chairman offered to try a temporary fix pending future works.

(19/82) RESOLVED: That:

(a) the update on the Recreation Area be noted;

(b) a small sum be considered at the next meeting of the Council towards a trial for a possible solution for the flooding problems on the footpath but further funding be considered as part of the budget considerations.

11. Highways

11.1 Members considered an email from a resident regarding parking on Cogshall Lane which made visibility difficult for residents cars when leaving their driveways. CWAC Cllr Gibbon advised that Highways could offer advice including whether white 'H' bars could be painted on the road provided the resident was willing to fund the work which was around £66. The issue of parking close to the junction could be raised with the PCSO .

(19/84) RESOLVED: That the Clerk respond to the resident with the advice on 'H' bars as outlined above; the resident be asked if they wish to provide evidence of inconsiderate parking which can be passed onto the PCSO and Councillors be encouraged to note or photograph any evidence they see. The Chairman to remind residents to park considerately in his next update for the Newsletter. The Clerk to ask the PCSO to look at any illegal parking close to junctions.

12. Accounts and Financial Matters

12.1 The Parish Council accounts to 30th November were submitted at Appendix 1.

12.2 The list of payments was in Appendix 2. It was noted that Northwich Town Council were still to return the spare gate mechanism after which the payment could then be made for the work undertaken at the Recreation Area;

12.3 The Council was asked to consider any projects they would like included in the draft budget which would be considered by Finance Committee on 9th January.

12.4 The Council was asked to approve a budget to pay for the village Christmas Tree.

12.5 The Council considered the report of the RFO on a replacement laptop for the Parish Clerk.

(19/85) RESOLVED: That

- (a) the accounts in Appendix 1 with a balance of £14,607.01 and £42,671.97 in reserves be noted;
- (b) the payments in Appendix 2 be approved;
- (c) the Clerk write to the Graphic Designer to thank him for his excellent design work for the village signage;
- (d) the payment for the Christmas Tree be approved and this item be included as a regular payment in the budget;
- (e) the Finance Committee be asked to consider projects including refurbishment of the footpath at the Recreation Area as an item for the draft budget; and
- (f) the sum of £550 plus VAT be approved for a new laptop for the Clerk and any trade in of the old laptop be pursued if possible and the Clerk and RFO ensure all existing data be removed from the old laptop prior to disposal.

13. Representative Reports

- (i) Parishioner issues from the open forum or from contacting the clerk – all covered on the agenda.
- (ii) Newsletter Group – none
- (iii) Comberbach Memorial Hall and Bowling Club – none.
- (iv) Fete Committee – none.
- (v) School – none.

Members noted that the village had come second in the Best Kept Village awards and won a 'Little Gem' award for the Heritage Phone Box.

(19/86) RESOLVED: that the updates be received.

14. Correspondence

The list of correspondence was received. The Chairman expanded on the correspondence from the Monitoring Officer who had written to him. He had circulated the Code of Conduct which all Members had signed to confirm they had read it.

The Clerk referred to correspondence from Manchester Airport offering free tickets to a concert next year.

(19/87) RESOLVED: That:

- (a) the correspondence be noted;
- (b) the Clerk respond to the Monitoring Officer regarding the terms of reference for dealing with a complaint; and
- (c) the Clerk contact Manchester Airport regarding the offer of free tickets which the Council would like to donate to a representative of the Newsletter Group.

Part 2

None

The Meeting closed at 8.55pm

The next meeting of the Parish Council will be held on Tuesday 21st January 2020.

Signed
Chairman

Appendix 1 Accounts for 30th November 2019 were approved

Current account: £14,607.01	Reserves: £42,671.97
Cash book : £13,153.45	Unpresented cheques: 1 cheque

Appendix 2 Payments

Item	Amount	Cheque	Power
Tree Tops – 5 birch trees	£50.00	22621	LGA 1972 s 111
Northwich Town Council – Qtly Insp October	£58.80	22613	LGA 1972 s 111

RFO – Stationery (inks and paper)	£71.77	22614	LGA 1972 s 111
Stephens Design – Artwork for signage	£300	22615	LGA 1972 s 111
Synchroprint Ltd – November newsletter	£182	22616	LGA 1972 s 111
EA Woodcock – for Christmas Tree	£160	22617	LGA 1972 s 111
Parish Noticeboard Co – balance due	£702	22618	LGA 1972 s 111
Parish Noticeboard Co – magnets	£23.90	22619	LGA 1972 s 111
Clerk – Stationery, mileage, phone costs	£90.46	22620	LGA 1972 s 111

Appendix 2b Payments since last meeting

None

Appendix 3 Recent planning decisions by CW&C

19/01511/FUL - Change of use from agricultural barn to 3No holiday let, Ivy Lodge Farm	Pending
19/01832/FUL - Single storey side and rear extension and creation of first floor, 31 Senna Lane	Approved
19/03064/FUL - Demolition of existing garage and erection of two storey dwelling, Comberbach Sorting Office 12 Senna Lane	Pending
19/03228/FUL - Demolition of existing garage and conservatory, erection of rear extension, roof alterations to create first floor, single storey side extension and front porch canopy, 37 Senna Lane	Pending

19/03286/FUL - Removal of existing tile hung cladding and replacement with render, 29 Burgamot Lane	Approved
19/03282/FUL - Removal of existing tile hung cladding and replacement with render, 2 Barrymore Crescent	Approved
18/04275/OUT – construction of new dwelling, Land Adjacent 18 Senna Lane	Appeal refused
19/04150/S73 – variation of condition 2 (plans) of planning permission 17/04952/FUL, 25 Senna Lane	Pending
19/04094/FUL - Single storey extensions to front and rear and two storey extension to side, 28 Senna Lane	Pending
19/03817/FUL – single storey rear extension, 4 Chapel Close	Pending
19/03786/S73 - Removal of condition 5 on planning permission 06-1003-FUL, Cogshall Hall	Pending