

**Minutes of the Meeting of Comberbach Parish Council held on
Tuesday 10th March 2020 at Comberbach Memorial Hall**

Present

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

Ms DJ French (Clerk)
Mr S Penwill (RFO)

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 CWAC Councillors P Marshall and N Wright

3. To receive Members' Declarations of Interest – none

4. Minutes of the Parish Council meeting held on 21st January 2020

(20/10) RESOLVED that the minutes of the meeting held on 21st January 2020 be approved as a correct record.

5. Progress Reports and Updates

5.1 New signs for Comberbach – the order for the new signs had been submitted to the signage company; an example of how the signs would look was shown at the meeting.

5.2 Request for financial support to purchase replacement pads for the defib at the Primary School - the Clerk had received confirmation from the Primary School that they had purchased new defib pads as the existing ones were due to reach their expiry date. The School had requested that any future expense was shared equally with the Parish Council on the grounds that the Defib was a shared resource. Members discussed difficulties in accessing the defib when the school was closed and felt that it could not be considered a shared resource when it was not easy to access especially in an urgent situation.

5.3 Letter to CWAC Chief Executive regarding highways matters in the village – the Clerk had received a response from the Chief Executive which was read out at the meeting. The Chief Executive had explained how maintenance budgets were prioritised and allocated. He had advised that routes through the village (Marbury Road and Warrington Road) would be inspected again and any defects would be

repaired. He had given a contact name to the Council to liaise with for further information.

5.4 Letter from CWAC Monitoring Officer – the Clerk had received a response from the Monitoring Officer regarding the terms of reference for dealing with a complaint against a Councillor and the information had been circulated to all Members.

5.5 Meeting regarding bus services for school pupils in the village – representatives of the Parish Council and CWAC Councillor Phil Marshall had attended a meeting with Esther McVey MP and parents regarding bus services from the village that served Sir John Deane's College and Leftwich High School. There was concern that students were regularly late for school due to transport delays. There had been no officer representative from CWAC or from the Bus Company. The Bus Company had subsequently advised that they would extend the running time between stops and the additional costs of this would be absorbed by the Bus Company as a gesture of goodwill. Members had suggested at the meeting that records be kept of pick up and journey times so that detailed information could be provided in future if necessary.

5.6 The Clerk referred to a matter raised by a resident and reported to a previous meeting regarding inconsiderate parking on Cogshall Lane. This had been raised with the PCSO who had advised the area was monitored but no issues had been noted and any concerns should be reported using the 101 system. The resident had been informed of the information from the PCSO.

(20/11) RESOLVED: That:

- (a) the update on the new gateway signs be noted;
- (b) the Clerk respond to the Primary School that the Parish Council does not consider the Defib to be a shared resource for the community when it is not easily accessible. The Council would be happy to discuss how it can help with improving access to the Defib prior to considering any further support;
- (c) the Clerk respond to the Chief Executive of Cheshire West and Chester Council to query the maintenance process and the contract monitoring terms; and invite the Highways representative to meet with representatives of the Parish Council regarding various highways matters in the village;
- (d) the Clerk to confirm to the Councillor concerned whether the Monitoring Officer advised she had contacted the individual Councillor with the outcome of her investigation;
- (e) the update on the meeting about bus services be noted; and
- (f) the update on the parking issue be noted.

6. Cheshire West and Chester Councillors' reports

CWAC Councillor L Gibbon updated:

- She recommended that the Clerk set up an account on CWAC's portal for reporting highways issues; there would also be an App to enable immediate reporting of issues including identifying the specific location;
- She advised that Highways maintenance was an annual contract; she had asked the Chief Executive why quick repairs to potholes were carried out rather than sealing around the edges and was advised that such repairs were for emergencies;
- The new Council Plan was now live on the website;
- She urged all Members to respond to the current Community Transport consultation;
- Barons Quay was continuing to progress with more new businesses and Northwich Radio taking units;
- The demolition of the indoor market was due to commence shortly;
- The Ward Walk with the Chief Executive had led to a number of items being reported on the portal. There had also been discussion around options to link Marbury Hollows with the Recreation Area including a new footbridge;
- The Winnington Swing Bridge was due to be repaired which would necessitate 2 weekend closures. The 2 local MPs were working together to urge the case for a new bridge. There was funding to put a business case to the Transport for the North. She explained that the Northwich Transport Strategy had recommended a new bridge rather than a new road.

7. Finance Committee

(20/12) RESOLVED: That the minutes of the meeting of Finance Committee held on 25th February be received.

8. Planning

8.1 Planning decisions were listed in Appendix 3.

8.2 There were no enforcement matters.

(20/13) RESOLVED: That the planning update be noted.

9. Highways

Members discussed reporting areas requiring footpath maintenance via the web portal.

(20/14) RESOLVED That the Clerk report footpaths on Budworth Lane and Marbury Road to Home Farm as requiring grass and weed clearing.

10. Recreation Area

10.1. Recreation Area Update – the Chairman updated: the Recreation Area was quite wet due to the amount of rainfall over recent weeks. The equipment was in

good condition. Some minor repairs were needed to the feature pencils and junior unit which would be done when the weather improved.

10.2 The annual RoSPA inspection would take place in April. The Chairman had requested to attend with the Inspector and other Councillors were welcome to join them if wished.

10.3 Zip wire – Members discussed repairs to the zip wire and agreed to replace all 3 tyres. It was also agreed to repaint the zip line at a budget of £180 for the labour and to use paint from existing stock.

10.4 New picnic tables and benches – the Council had previously agreed to purchase replacement furniture. Members agreed that replacement furniture should be DDA compliant and made of HDP (recycled plastic).

10.5 Pathway – Finance Committee had discussed funding for a replacement to the pathway at the Recreation Area and recommended realigning reserves and transferring funds to enable the project to progress. A number of options and materials had been proposed and potential contractors could be invited to offer solutions.

(20/15) RESOLVED: That:

- (a) the update on the Recreation Area be noted;
- (b) the sum of £42 be approved to enable the Chairman plus any other Councillors to attend the annual RoSPA inspection;
- (c) Northwich Town Council be asked to replace all 3 tyres at the Zip Wire at a cost of £739.20 plus VAT;
- (d) the sum of £180 be approved for repainting the zip line structure and paint from existing stock be used;
- (e) options for replacement furniture at the Recreation Area be discussed at the next meeting and the furniture must be DDA compliant and made of HDP;
- (f) the proposal from Finance Committee to realign reserves and transfer funds to provide for a replacement to the footpath at the Recreation Area be approved up to £12,000; and
- (g) 3 quotes be sought for a replacement footpath and contractors be invited to submit quotes for a full and a half resurface including the minimum guarantee period and the quotes be considered at the next meeting.

11. Accounts and Finances

11.1 The Parish Council accounts to 29th February were submitted at Appendix 1.

11.2 The list of payments was in Appendix 2.

11.3 Members discussed advertising charges for the Comberbach Village News and agreed to maintain current charges.

11.4 The Clerk had requested that the Parish Council fund the Certificate in Local Council's Administration (Cilca) qualification.

(20/16) RESOLVED: That

- (a) the accounts in Appendix 1 with a balance of £9,097.42 and £42,821.55 in reserves be noted;
- (b) the payments in Appendix 2 be approved;
- (c) the charges to advertise in the Comberbach Village News be maintained at £10 per edition; and
- (d) the Council will pay for the Clerk to register for the Cilca qualification.

12. VE Day

The Parish Council discussed any plans for commemorating VE Day. Local groups had been asked for views and had offered to assist the Council with any event; the Guides had suggested a tea party with games for children and the Scouts had had requested a Regimental march. Guidance had been sent from CWAC regarding street parties and road closures. In addition, Members discussed commemorative plaques or planters.

(20/17) RESOLVED: that the Parish Council will be happy to support any initiatives in the community and will further investigate commemorative items including costings.

13. Representative Reports

- (i) Parishioner issues from the open forum or from contacting the clerk – all covered on the agenda.
- (ii) Items from the suggestion box – a resident had suggested tree and flower planting should be undertaken.
- (iii) Newsletter Group – none
- (iv) Comberbach Memorial Hall and Bowling Club – none
- (v) Fete Committee – the Fete would take place the last week in June.
- (vi) School – none.

(20/18) RESOLVED: that the updates be received.

14. Correspondence

The list of correspondence was received.

There had been 2 issues raised by residents: one related to residential amenity issues and one related to concerns about speeding through the village. There was an invitation from Keep Britain Tidy to participate in the Great British Spring Clean between 20th March – 13th April. The Clerk advised that an event had been arranged in the village on 4th April.

(20/19) RESOLVED: That:

- (a) the correspondence be noted;
- (b) the Clerk contact the resident regarding the residential amenity issue to advise that the Parish Council is not able to take any action on this matter;
- (c) the Clerk contact the resident regarding the speeding issue to advise that the Chairman will put an item in the next Newsletter to request that any residents who see HGVs going through the village to note down the company name so this can be raised direct with the company; in addition, the issue of speeding will be raised with the CWAC Highways Officer when he attends the village for a site visit.

15. Schedule of Meetings

(20/20) RESOLVED: That the schedule of meetings be approved as below:

5th May – Annual Parish Meeting at 6.30pm, followed by ordinary meeting at 7.15pm; ordinary meetings – 14th July; 15th September; 27th October; 8th December; 19th January and 9th March.

Part 2

None

The Meeting closed at 9.05pm

The next meeting of the Parish Council will be held on Tuesday 5th May 2020.

Signed
Chairman

Appendix 1 Accounts for 29th February 2020 were approved

Current account: £9,097.42	Reserves: £42,821.55
Cash book : £9,097.42	Unpresented cheques: none

Appendix 2 Payments

Item	Amount	Cheque	Power
Northwich Town Council – inspection January 2020	£58.80	22628	LGA 1972 s 111
Jacksons Marques – Fete 2020 deposit	£426.00	22629	LGA 1972 s 111
Starboard Systems – Scribe software 20/21	£308.40	22630	LGA 1972 s 111
Chairman – reimburse maintenance materials and trophy costs	£63.04	22631	LGA 1972 s 111 & LGA 1972 s 137

Appendix 2b Payments since last meeting

Item	Amount	Cheque	Power
None			

Appendix 3 Recent planning decisions by CW&C

19/03064/FUL - Demolition of existing garage and erection of two storey dwelling, Comberbach Sorting Office 12 Senna Lane	Refused
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	Approved
19/04150/S73 – variation of condition 2 (plans) of planning permission 17/04952/FUL, 25 Senna Lane	Approved
19/03786/S73 – Removal of condition 5 on planning permission 06-1003 – FUL (ancillary residential use), Cogshall Hall, Senna Lane	Approved
Erection of greenhouse/summer room (retrospective)	Appeal submitted

Erection of garden shed - retrospective	
19/04487/FUL – widening of existing drive and two storey side extensions, 14 Chapel Close	Approved