



Sandymoor Parish Council

Minutes of the meeting held at
Sandymoor School
Thursday 17th September 2015 commencing 7:30pm.

Present:

Cllr David Felix (Chair)
Cllr Simon Hurst
Cllr Adam Irvine
Cllr Jackie Watkins
Cllr Andrew Lockyer
Michelle Cotgreave (Clerk)

Apologies: Cllr Jo Wakefield, Cllr Steve Parry and Cllr Richard Eastburn

HBC Cllr John Bradshaw and HBC Cllr Marjorie Bradshaw

386 Declarations of Interest

To receive declarations of interest in accordance with the Council's Code of Conduct (and Section 106 of the Local Government Finance Act 1992)

Parish Councillor Andrew Lockyer and Parish Councillor Simon Hurst declared a non-pecuniary interest in any discussions which may take place around Sandymoor Free School.

To sign as a correct record the minutes of the previous meetings held on: 17th July 2015.

387 Any matters to be raised by the Public for 'Public Air Time'

- Sandymoor Community Association - Hall
- Vegetation around Sandymoor
- Questions from residents to Richard Jones, HCA

388 Policing Matters

Cheshire Police did not attend the meeting.

Resolved: For the clerk to write to Emma Hamilton-Kent and request if Cheshire Police are not able to attend the meeting, would she send through a 4 weekly written report update so we can cascade the information to the meeting.

389 Richard Jones, Homes & Communities Association

The Chair welcomed Richard Jones, HCA and Robin Brocklehurst, Sandymoor Parish Council Surveyor to the meeting. They attended the meeting to give an update on the development of the area.

The following areas were discussed / updated:

- The housing developments around Sandymoor i.e. Morris, Barratt and David Wilson Homes.
- New link road to be in place in the next 3 months;
- Proposal for a new bus route within the area;
- Local Community Centre;
 - Richard Jones to attend future Parish Council Meeting with architect as part of the discussions / consultation;
 - The HCA want to ensure they have the right architect and contractor to carry out this project. It's proposed Potzoni will be the contractor to take this forward, as they have conducted similar work in the past.
 - Car Parking facilities to be incorporated into the centre development;
 - Sandymoor Hall will be integrated into the review of this area.
 - Discussions of a new primary school near to the site;
- Sandymoor Master Plan to be revisited;
 - Sandymoor Parish Council would welcome being involved in the revisiting the Master Plan.
- The land near to the hall requires tidying.
- HBC Open Spaces have been working with Robin on a number of projects.
- There will be an increase in the dowry to Sandymoor Parish Council for the additional land which will be handed over in the future.
- There will be a structured approach to the handing over land from HCA to SPC.
- Richard Jones expressed a great deal of confidence working with Robin on different work remits.

The community playing fields were discussed. The school are paying for HBC for the design work. HBC are producing a design to tender stage, which is being progressed by Paul Wright, HBC Open Spaces. This document will be used for the gating and drainage required. It will be HBC's responsibility to lay the field and the Parish Council to maintain the up keep. SPC and school have a legal contract and obligation for the up keep of the land.

A joint use agreement between the school and Sandymoor Parish Council will need to be discussed and agreed. There have been no conversations to date. Once the Parish Council are happy with the land, a management agreement will be entered and agreed.

Resolved: The Clerk to send Richard Jones, HCA details of future parish council meetings.

Robin Brocklehurst had sent a briefing document to the Parish Councillors via the Clerk before the meeting. The Chair read through the briefing document, where Robin added information and updates.

A discussion took place regarding Robins work schedule.

Resolved: The Clerk to schedule a meeting with the Parish Councillors, Robin Brocklehurst and Richard Jones to discuss Robin's work schedule / timescales.

The Chair and parish council thanked both Richard Jones and Robin Brocklehurst for the update and attending the meeting.

390 To consider / raise awareness of planning and planning liaison matters:

Planning Applications

No planning applications had been received to discuss.

391 Finance

Payments for authorisation and receipts

Resolved: The payments were accepted and signed.

Financial Budget 2015 / 2016

It's been agreed for the Financial Budget 2015 / 2016 to be posted on the Sandymoor Parish Council website.

Resolved: For Clerk to action the above.

BDO External Audit

The Clerk advised all further information and documents have been sent to BDO for the end of year audit.

Resolved: The Clerk advised the 'audit recommendations' should have been received by the October meeting and the results will be shared.

Changes to the Financial Services Compensation Scheme for Local Councils

The Clerk advised she had received a notification regarding changes to the financial services compensation scheme for local councils. The clerk had contacted the Parish Councils internal clerk, where advised if the parish councils budget is under 500K euros (approx. £370K) then the parish council's bank will guarantee that if the bank was to close (go bust) then the council will get at least £85K of money back (providing the parish council had at least £85K with them). If the parish council have £50K with the bank, this would also be received back. This figure is reducing to £75K from 1st January 2016. Therefore if the parish council has more than £85K/75k from January then discussions should be around how to spread the funds around other banks as each bank would guarantee that figure.

Resolved: 'Changes to the Financial Services Compensation Scheme for Local Councils' document has been posted in the drop box within the 'Finance' folder. At this point in time, the changes do not affect Sandymoor Parish Council / accounts.

Transparency Code Funding

The Clerk had been notified of a new 'transparency code funding.' This information is only relevant to Councils who have an annual turnover of less than £25,000, if either income or expenditure is greater than £25,000, there is no reason for the parish council to apply.

The Clerk advised she checked the information with parish council's internal auditor. The Transparency Code impacts Council's with a turnover of £25,000 or less. A turnover is defined as whichever is higher your income or expenditure rather than what is in your account.

Resolved: This code does not affect the parish council.

Grant Funding Application

A grant application had been received by the clerk and all supporting information by Sandymoor Community Association. The aim of the grant application was for various works / materials for Sandymoor Community Centre.

Resolved: The application met the criteria and £1,000 was granted to the SCA.

392 Calmington Lane

It was raised by a resident a sign and wall had been damaged.

Resolved: The Clerk contacted HBC Highways and this has now been rebuilt and repaired.

393 Keckwick Brook

It was raised by a resident that Keckwick Brook was full of litter and debris.

Resolved: The Clerk written to Dave Cunliffe, HBC Highways Development and has been advised the clearing of the debris screens on Sandymoor Brook culverts has been actioned via a contractor. Also, John Gill, HBC Highways is scheduled to visit the area to inspect the area.

394 Pinch Point Scheme

The timescales for the scheme where discussed.

Resolved: The Clerk contacted Dave Cunliffe, HBC Highways Development and was advised there will be a further delay in the commencement of construction of the dedicated left-turn lane from Pitts Heath Lane. The Contractors traffic management plans have yet to be approved and the works will now not commence as anticipated on 17th August.

395 Postal Address

The subject matter regarding the postal address is with Parish Councillor Andrew Lockyer.

Deferred: Parish Councillor Andrew Lockyer to draft a reply to Halton Borough Council.

396 SPC – Away Day

An away day to project plan future work was discussed.

Resolved: Parish Councillor Adam Irvine will organise a google calendar to capture availability. The clerk will then choose the best date to schedule the meeting and book a room at Sandymoor School.

397 Leads Updates

Deferred: No updates

398 Swans Reach

The Chair and the Clerk have received a number of complaints regarding the Swans Reach area regarding parking and damaged bollards. All these issues are not part of the land ownership of the parish council.

Resolved: The Clerk has written to Jonathan Farmer, HBC Highways and he has advised the highways on the site are still subject to a section 38 agreement with David Wilson homes (DWH) to allow their future adoption. The main reasons the roads have not been adopted are due to the bollard issues, and some issues highway drainage. We need to meet with DWH to agree an acceptable solution to both, so that the roads can be adopted. Regarding the bollards this is likely to be either a change of type to something more forgiving, or removal altogether. As DWH are now on site elsewhere on Sandymoor, I have copied Dean Harrison (DWH Engineer) to request a date when he is on site, so that HBC/DWH can meet to discuss.

The Clerk has asked for an updated following this meeting.

399 Register of Interests – Update

All Register of Interests Form require updating and sending in a pdf format to the Clerk.

Resolved: For the parish councillors who haven't completed / updated this form to forward to the Clerk as soon as possible. The Clerk will forward these documents to Christine Lawley, HBC Democratic Services, to be posted on HBC website.

400 Communication

It has been agreed 'Communication' will be a standing agenda item for all meetings. This will give the Parish Council an opportunity to agree what information will add value for the residents in the area, in both the Source Publication and the Website.

The information for both the media sources was discussed.

Resolved: The Clerk to produce the original article for the publication and remain for it to be a 1 page article.

401 Correspondence received by the Clerk

Bloor Homes

Andrew Tee, Bloor Homes have sent through a copy of the topographic survey.

Resolved: The Clerk has distributed this to parish councillors.

Broken Manhole

A Sandymoor sign as you enter Sandymoor from the Origin roundabout has been damaged.

Resolved: The clerk has passed this to HBC.

CHALC Training

The Clerk has received and sent an invitation regarding the ChALC Chairmanship 2 training session on the evening of 9th September in Tarvin.

Resolved: The Clerk asked if parish councillors would like to attend, to please advise her and she will facilitate the booking.

Bus Stops in Sandymoor

The Clerk had received a letter from a resident enquiring when the bus shelters will be installed around Sandymoor.

Resolved: The Clerk to contact Ian Boyd, HBC Transportation Section.

Creamfields Meeting

The Clerk had received a letter from Inspector Barry Brown, Cheshire Police regarding a Creamfields Meeting, which was scheduled to take place Tuesday 18th August 2015 at 18.30 hours at Stockton Heath Police Station

Resolved: The Clerk distributed to Parish Councilors.

Halton Heritage Partnership Event

The Clerk had received the summer newsletter from Halton Heritage Partnership. Their next event is scheduled to take place at Runcorn Town Hall this Thursday, 10th September 6.30pm – 8pm.

Resolved: The Clerk had distributed to Parish Councillors.

Resident Enquiry

The Clerk had received a number of enquiries from a resident, which covered:

1. The grassed area at the old temporary school site next to the community centre.
2. Richard Jones, HCA to attend a future meeting.
3. Brenda Fields, The Environment Agency to attend a future meeting and give an update on Wharford Farm.
4. Road works on the expressway i.e. Pinch Point Scheme.

Resolved: The Clerk has progressed the following:

Point 1 is with Paul Wright, HBC Landscapes.

Point 2 – Richard Jones attended the September meeting.

Point 3 – Brenda Fields is scheduled to attend the October meeting.

Point 4 – Clerk updated the meeting with the email received from Dave Cunliffe, HBC Highways Development.

Traffic Calming Signage

The Clerk had received a complaint regarding

Resolved: The Clerk contacted Stephen Rimmer, HBC Traffic Management regarding the traffic calming signage near to Playground at Otterburn Street.

Stephen Rimmer advised HBC are looking to replace the signs, but as they are relatively new we are approaching the contractor to replace them at their expense, so there could be a delay in completing the work

Bridleways

The Clerk received an enquiry from a resident regarding the Bridleways and horses using the footpaths!

Resolved: The Clerk to write to HBC Highways.

SLCC Cheshire Branch meeting

The Clerk received an invitation to the SLCC Cheshire Branch meeting will be held on Friday 11 September at Knutsford Council Offices, Toft Road, Knutsford WA16 6TA.

Resolved: The Clerk distributed the invitation to Parish Councillors.

Buckingham Group Work

Following the works that have been completed by Buckingham Group, this area remains fenced and is becoming more and more of an eyesore.

It appears that they have let this and long gone from site. I am unsure why this area remains fenced and wonders if you would be able to look into this.

Whilst On the same subject, they have replanted two trees, but removed 4. Could you also ask for all removed trees to be reinstated.

Resolved: Richard Jones will feedback to the Parish Council.

ChALC Training

The Clerk received an invitation for Councillor 3 training session on the afternoon of 15th September at Northwich.

Resolved: The Clerk distributed the invitation

402 Public Air Time – Limited to 10mins (subject to the discretion of those Councillors present)

Sandymoor Community Association

This was resolved under Finance.

Vegetation around Sandymoor

A resident complained about the overgrown grass and bushes at Seaton Park and Walsingham Drive.

Resolved: The Clerk to write to Paul Wright, HBC Open Spaces.

Questions from residents to Richard Jones, HCA

Resolved: Questions were raised and answered by Richard Jones as part of his update on the development of the area.

403 Any other matters arising for future discussion

The Clerk advised Brenda Fields, The Environment Agency has been invited to the next parish council meeting.

Future visitors

Agency	Visitor	Meeting
The Environment Agency	Brenda Fields	October
Bloor Homes	Mark Waite / Andrew Tee	November (TBC)
HCA	Richard Jones	December (TBC)

404 Date of Next Meetings

The date of the next parish council meeting is scheduled to take place Thursday 15th October 2015, 7:30pm at Sandymoor School.

Clerk to Sandymoor Parish Council