



# Sandymoor Parish Council

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Minutes of the meeting held at  
Sandymoor School on Thursday 17<sup>th</sup> July 2014 commencing 7pm

## Pre-Site Meeting

At 18:00hrs a site meeting was organised by the Parish Council and Paul Wright, HBC Landscapes. The aim of the meeting was to discuss and agree the final details regarding the maintenance programme for the land, which Sandymoor Parish Council are now responsible for.

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### Present:

Cllr David Felix (Chair)  
Cllr Simon Hurst  
Cllr Richard Eastburn  
Cllr Jackie Watkins  
Cllr Jo Wakefield  
Cllr Shahzad Tahir  
Michelle Cotgreave (Clerk)

**Also in Attendance:** Cllr John Bradshaw and Cllr Marjorie Bradshaw.  
Members of the public.

### 208 Apologies where accepted from:

Cllr Andrew Lockyer.

### 209 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)**

Non-Precuniary interests received from Cllr Simon Hurst and Cllr Richard Eastburn regarding agenda item No: 9 – 'Sandymoor School.'

### 210 The minutes from the previous Parish Council Meeting, which were held 19<sup>th</sup> June 2014, were discussed and agreed to be an accurate record.

## 211 Policing Matters – Update

Cheshire Police attended the meeting and gave an update on the two areas which had been raised by members of the public at the June meeting. These were, the parking at Swans Reach and the parking obstruction (yellow lines) outside Sandymoor School.

Cheshire Police advised they have been monitoring the areas and no problems had been reported. However, the area will continue to be monitored and advisory notices will be issued, where necessary.

There were no incidents / problems to report since the previous meeting.

Parish Councillors raised their concerns regarding the traffic accident, which caused the Pitts Heath Road sign to be damaged.

Residents raised their concerns regarding a number of wagons parking on the junction outside the school. This is blocking Newmoore Lane. Residents have spoken to Cheshire Police and the Site Manager. No actions have been taken to resolve the problem.

**Resolved** – The Clerk to write to Cheshire Police regarding the incident on Pitts Heath Lane. Cheshire Police will look into the concerns and feedback at the next meeting.

## 212 Richard Jones, Homes & Communities Association (HCA)

The Parish Council welcomed Richard Jones, HCA and thanked him for attending the meeting. A number of areas were discussed:

- 219 new houses to be built by Morris Homes.
- Design Statement – right level of consistency is used.
- Walsingham Drive style of property.
- Phased approach to the overall work scheme.
- HCA own the road which links Windmill Hill into Sandymoor. This ensures full rights and access development for construction contractors.
- The building of a whole new management road structure and network will be in place, before the first house is built.
- 'Acon' are contracted to conduct the utility and drainage work.
- HCA are controlling the freehold of land at the site.
- HCA will return the ownership of the land before they build the houses.
- Local village to be built, with open consultation with the residents.

The Chair asked the residents did they have any comments or views they would like discuss / raise with Richard Jones. These where:

- Provision of 'drop off'. *(The school does have a drop off zone. Therefore, nothing to progress).*
- Key for the bridge, for Windmill Hill; (HCA hold key).
- Safety concerns;
- Gates are remaining in place, until the main site has been finished. Richard is to speak to Morris Homes. *(Post meeting: These have now been removed, as the school is open).*

The Chair expressed his concerns, regarding the lack of discussions between the Parish Council and Morris Homes. It was asked if the HCA would share information and in turn give reassurance to the future work and requested the parish council be included in all conversations.

**Resolved:**

The Parish Council and Richard Jones agreed he would attend the parish council meetings on a staged phased, maybe every 3 months, with the aim to share any updates / information.

The clerk to send Richard the dates of the meeting, for attendance to be agreed nearer to the time.

Richard Jones, HCA to highlight the Chair's and residents points with Morris Homes.

Also, for him to send the Clerk all relevant documentation regarding the scheme, which can be posted on the Parish Council website, for residents information.

**213 No planning applications to raise awareness of or to consider planning liaison matters**

It was noted a drop-in box was been created to make the process more efficient for the future.

**214 Finance:** Payments for authorisation and receipts, to the value of £666.87.

## 215 Traffic Calming at Newmoore Lane / Wharford Lane

It was discussed a consultation process had recently taken place, at Runcorn Town Hall, where 3 options for traffic calming at the junction of Newmoore Lane / Wharford Lane were shared with the public. These were:

- Option: 1     Refuge Islands Only
- Option: 2     Refuge Islands + Mini Roundabout
- Option: 3     Speed table

### **Resolved:**

Following official notification of the traffic calming option, this information will be shared and posted on the parish council website.

David Felix requested Cllr John Bradshaw feedback to Halton Borough Council, that in future the Parish Council would like to be formally invited to all public consultations from Halton Borough Council for any matters regarding Sandymoor.

## 216 Sandymoor School

Both Cllr Richard Eastburn and Cllr Simon Hurst removed from the formal meeting and were seated in the public gallery.

The Chair shared information regarding the recent discussions, which had been taking place regarding the new Sandymoor school, with particular attention to the public space (field) alongside the school.

The Head Teacher and the HCA are taking reasonable steps to arrange the field to become a 'recreation area' for both the school and the community of Sandymoor. To date, there have been no formal proposals from the school.

An option has been suggested to appoint a surveyor to conduct a draft survey to form part of a management agreement for the land, highlighting details to how this area will be used and managed as part of the overall master plan.

For the time being, the fencing around the school site will remain.

### **Resolved:**

The Chair will agree with 'Eversheds' a reasonable price for the legal advice / work which will be required for this project.

Also, the Chair will continue to speak to a local surveyor regarding the management agreement. The surveyor cost has been estimated at approximately £2,000 at present.

**217 Transfer of Land – Update**

Updates covered in pre-meeting statement.

**218 ‘Sandymoor Village’**

It was discussed, the name ‘Sandymoor Village’ had been agreed by Halton Borough Council.

**Resolved:** The Clerk to write to Iain Dignall, HBC Highways and request for information / advice regarding the next steps to taken.

**219 Website**

The Sandymoor Parish Council website was discussed. It was agreed the website required a revamp.

**Resolved:** The Clerk will send the agreed budget for the website for Richard Eastburn, to ensure this area of work can be progressed

**220 Correspondence to Clerk**

**Meeting of the Parishes**

The Clerk had received an invitation from Christine Lawley, HBC Democratic Services regarding the ‘Meeting of Parishes’ with David Parr. This is scheduled to take place Wednesday 24<sup>th</sup> September 2014 at 6:00pm, Halton Borough Council, Municipal Building, Kingsway, Widnes.

**Resolved:** David Felix, Richard Eastburn and the Clerk will attend.

**Daresbury Area Forum**

The Clerk had received an invitation to attend ‘Daresbury Area Forum’ to highlight and address the progress the Parish Council has made and future proposals. She had attended the meeting Monday 14<sup>th</sup> July 2014, Sandymoor Community Centre. Both Cllr John Bradshaw, Cllr Marjorie Bradshaw and the Parish Councillors thanked the Clerk for her work.

## **Signage – Sandymoor Estate**

It was discussed a number of signs have been repaired / replaced in Sandymoor. However, the quality of the signage was not adequate.

**Resolved:** An email will be sent to Halton Borough Council, regarding the discussions which have had taken place at the parish council meeting.

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

Standing Orders where suspended.

### **Bisham Park**

A resident raised a query regarding a recent visit to Halton Direct Link, to share his concerns regarding the small wood near to where he resides at Bisham Park. However, he has not received any feedback and would the Parish Council be able to assist.

**Resolved:** The Clerk to write to Helen Goodwin, HDL Manager, with the residence details and ask if the matter can be addressed.

## **222 Any other matters arising for future discussion.**

- Summer Carnival – Report of the day and the accounts
- New Sandymoor School – Requested by Cllr Jackie Watkins

## **223 Date of Next Meeting**

The date of the next meeting is scheduled to take place 18<sup>th</sup> September 2014, at 7:30pm, in Sandymoor School.

**Michelle Cotgreave**  
**Clerk to Sandymoor Parish Council**

**PART: 2**

*Richard Jones, HCA agreed to remain for Part:2*

**Agenda items:**

Under Part: 2, the following was discussed:

**Summer Period - Availability**

The Clerk requested Parish Councillors to send her there availability over the summer period.

**Resolved:** Parish Councillors will send the clerk this information.

The clerk will also add an 'Out of Office' to her email account when she takes leave, adding any important matters to be emailed to David Felix and/or Richard Eastburn..

**End of Year Accounts / Intermediate Accounts Questionnaire**

The Clerk advised the end of year accounts and the required audit questionnaires had been completed and sent to BDO, within the required timescale.

**Homes & Communities Association (HCA)**

Richard Jones discussed the following:

- Section 106 terms
- Roof Tax
- Maintenance programme for the land
- Finance

**Resolved: - That the following actions will be taken forward:**

- Richard Jones to forward all relevant maps of the Morris Development and associated works / traffic management to the Clerk to be shared and post on the Parish Council website.
- A copy of the minutes which highlight the 'resolution' of the dowry and land being transferred from the HCA and accepted by the Parish Council is to be circulated and Richard Jones to receive a copy too.

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**Chairman, Sandymoor Parish Council**