

**MINUTES OF A MEETING OF SHAVINGTON-CUM-GRESTY PARISH COUNCIL
HELD ON 5 JUNE 2019 IN SHAVINGTON VILLAGE HALL, SHAVINGTON, CREWE**

PRESENT: Councillor B Gibbs Chairman
Councillor V Adams Councillor L Buchanan
Councillor N Cooper Councillor M Ferguson
Councillor K Gibbs

IN ATTENDANCE: Borough Councillor D Marren
Mr W Atteridge – Chairman of the Neighbourhood Plan Steering Group
Sixteen members of the public

APOLOGIES: Councillors R Hancock and R Moore

30 DECLARATIONS OF INTERESTS

Members were invited to declare any disclosable pecuniary interest or non-pecuniary interest which they had in any item of business on the agenda, the nature of that interest, and in respect of disclosable interests, to leave the meeting prior to the discussion of that item.

Councillor Linda Buchanan declared a personal interest in Minute No. 35 (Neighbourhood Plan – Regulation 14 Consultation) on the basis that she was a resident in Wybunbury; many residents in Wybunbury had objected to the Neighbourhood Plan in respect of the Wybunbury Triangle.

31 MINUTES

RESOLVED: That the Minutes of the Annual Meeting held on 8 May 2019 be approved as a correct record.

32 BOROUGH COUNCILLOR DAVID MARREN'S REPORT

Councillor David Marren reported on the following matters:

- Wessex Close Play Area – Inspected with ANSA Officer on 14 May when a number of actions were agreed; eg litter-pick, cutting back of boundary trees, replacement of damaged play surface.
- Bus Service: Councillor Marren met with Transport Service Solutions regarding the possibility of additional bus services. He was seeking quotations and expected to be able to report in August.
- New Committee system likely to be introduced at Cheshire East Council, similar to the previous system prior to the creation of the unitary authority. The new arrangements were expected to be in place for the start of the new municipal year 2020/2021.
- Pedestrian crossings:
 - Newcastle Road: expected to be completed imminently.
 - Rope Lane pedestrian crossing (opposite the Co-Op store). All funding issues had been resolved and it was expected that by the end of June CEC would be able to provide a definitive response. The crossing should be in place between August and December 2019.
 - Although a parish councillor had previously referenced a pedestrian crossing opposite the NISA store, there were no plans for a crossing at this location. Councillor Marren would make enquiries about the feasibility of installing one.
 - Vicinity of the chip shop. Expected to be completed by September 2019.

- Rope Lane near to new housing development. To be funded by S.106 agreement, payable on occupation of 45th unit.

33 PUBLIC QUESTION TIME

Members of the public were able to ask questions or address the Parish Council in respect of any item on the agenda, or any matter relevant to the Parish Council's business and the local area.

Issues raised included the following:

- Speeding traffic on Crewe Road.
- Reference to planning application No. 19/1923N (Elephant and Castle)
Suggestion that Cheshire East Council be asked to carry out an independent safety audit.

Other comments were also made on this planning application.

34 POLICE MATTERS – BEAT MANAGER'S REPORT

The Parish Council received a copy of the Beat Manager's Report for May 2019.

PCSO Corbett was not in attendance but had reported additionally on the following:

- Two calls to the 101 service reporting anti-social behaviour in Wessex Close Play Area on 10 May 2019 at 6.15 pm. There were children playing football and no evidence of anti-social behaviour.
The second call was on 11 May 2019 at 8.15 pm and was a report of a large group of youths. The Police attended and there were no youths present.
- Vine Tree Play Area. Two calls. One on 25 May at 5.00 pm (youths playing football); Second call at 6.15 pm – report of two girls pulling up plastic posts on Vine Tree Avenue. No anti-social behaviour in the play area.
- Retrospective report of criminal damage caused to a car on 14 May 2019, reported on 25 May. The reporter claimed it was caused by people using the play area but could offer no reason or evidence to support this theory.

35 NEIGHBOURHOOD PLAN – REGULATION 14 CONSULTATION

35.1 It was reported that comments had been received as part of the consultation process on the Draft Neighbourhood Plan.

The Chairman of the Steering Group and Councillor Linda Buchanan had recently attended an informal meeting in Wybunbury to discuss the Draft Neighbourhood Plan and the emerging objections. Subsequent to that meeting, Wybunbury Parish Council and the Wybunbury Combined Parishes Neighbourhood Plan Steering Group had prepared a notice which it had issued to all residents in Wybunbury, using this Parish Council's branding without permission.

The letter had caused anxiety and concern amongst some residents who were under the impression that the Shavington-cum-Gresty Neighbourhood Plan was seeking to transfer Wybunbury residents into the Shavington-cum-Gresty Parish Council boundary. This was not the case.

The confusion seemed to be around the definition of a parish boundary and a settlement boundary.

Members wished to allay the concerns expressed by the Wybunbury residents who had objected to the Draft Plan and it was agreed that a letter be sent to those residents who had objected on the basis that they wished to remain within the Wybunbury settlement.

The letter would clarify for them that a parish boundary was an administrative boundary for the purposes of establishing a Parish Council for a particular area, whereas a settlement

boundary was a line drawn around a town or village which created the separation between countryside planning policy and urban planning policy. Settlement boundaries often straddled one or more parishes and were used to inform decisions on planning applications.

The Parish Council did not have the power to extend the parish boundary; this was a matter for Cheshire East Council and the Boundary Commission.

RESOLVED: (a) That a letter be sent to those Wybunbury residents who had objected to the Draft Neighbourhood Plan on the basis that they wished to remain within the Wybunbury settlement;

(b) That the letter clarify the difference between a settlement boundary and a parish boundary; and

(c) That Borough Councillor Janet Clowes and John Dwyer be informed of the Parish Council's intention to write to Wybunbury residents as indicated.

(Note: During discussion of this item, Councillor Benjamin Gibbs declared a personal interest on the basis that he was a member of the Conservative Party and was acquainted with John Dwyer and Janet Clowes, both of whom were Conservative Party members and had both been involved in the discussions with Wybunbury residents.)

35.2 The item had been requested for inclusion in Part 2 of the agenda with the press and public excluded; however, it was understood that the notes of the informal meeting were now in the public domain and there would appear to be no reason for discussing the item in the absence of the press and public. If it emerged during discussion that it was appropriate for the item to be discussed in private, the Parish Council could pass a resolution.

No such resolution was passed.

36 PLANNING APPLICATIONS

The Parish Council was invited to comment on the following planning applications:

19/2458N 121 Crewe Road, Shavington, CW2 5DW
Single-storey extension to rear, conversion of garage to form annexe
and alterations to front elevation including new porch

RESOLVED: That no observations be made on planning application No. 19/2458N.

19/2460N 8 Lime Grove, Shavington, CW2 5DQ
Single-storey extension to rear of dwelling

RESOLVED: That no observations be made on planning application No. 19/2460N.

19/2489N Basford West Development Site, Plot 1 Crewe Commercial Park,
Jack Mills Way, Shavington
Full application for the erection of two units totalling 12,615 sqm
(135,784 sq. ft) for use within B1(b) (Research and Development);
B1(c) (Light Industry); B2 (General Industrial); and B8 (Storage and
Distribution) with ancillary office use, associated car parking, service
areas, fencing and landscaping at Basford West Strategic Site,
Jack Mills Way.

RESOLVED: That no observations be made on planning application No. 19/2489N.

19/2233N 46 Chestnut Avenue, Shavington, CW2 5BJ
Release from legal obligation relating to approved application 16/0015N

RESOLVED: That no observations be made on planning application No. 19/2233N.

19/1923N The Elephant & Castle: Variation of condition 24 (concerning Traffic Regulation Order) on approval 17/2483N.

This application had been considered at the meeting held on 8 May 2019. Subsequent to that revised plans had been submitted to Cheshire East Council. The deadline date for observations was 18 June 2019, and the application was due to be considered at the Southern Planning Committee on 3 July 2019.

RESOLVED: That the following observations be submitted to Cheshire East Council in respect of planning application No. 19/1923N:

- i. The commencement of the one-way section is directly adjacent to the pedestrian access for the Elephant estate. Given that the natural walking route to/from Shavington village is via the Main Road westerly footway, and that this footway is unsuitable for additional journeys which will compulsorily force pedestrians into the road, the proposal creates a heightened and intolerable accident risk at this point.
- ii. The one-way system will force all Main Road residents' traffic onto the busy Newcastle Road when they are arriving at a property; and when they are departing towards Nantwich they will be forced onto the crossroads junction with Dig Lane. The arrangement is currently far safer in that arriving traffic can easily avoid Newcastle Road if coming from the village direction and departing traffic for Nantwich can use the Elephant junction for Newcastle Road. Pushing all of this additional traffic to the Dig Lane crossroads junction heightens the safety risk and should be avoided
- iii. The one-way system proposes a widening of the Eastern footpath to 1.5m. This is not a regularly used walking route as it starts/ends in an island at the 'V junction' of Main Road where it splits towards Newcastle Road. The pedestrian access improvements must be concentrated on the Westerly footpath of Main Road.
- iv. The application fails to address previously identified issues with the telegraph poles and anchorage that block the westerly pavement through Main Road, with the suggestion that these should be buried so that the pavement can be cleared.
- v. There should be an independent Safety Audit conducted in respect of the design.
- vi. The number of traffic movements is out-of-date; the report date is too old and should be revised.
- vii. The proposed build-out of junction at Main Road/Newcastle Road needs further analysis to prove that a turning move is feasible for all traffic.

The Parish Council is of the view that this proposal appears to be putting cost before safety and should be refused.

(Note: Borough Councillor David Marren withdrew from the meeting at this point in the proceedings.)

37 AUTHORISATION OF PAYMENTS

RESOLVED: That the following payments be authorised.

37.1 Parish Council

£531.49	HMRC	Tax and employer's NI liability on Clerk's salary. (£373.30 tax and £158.29 employer's NI)
£30.00	Beardmore Accountants	Monthly payroll service.
£80.00	C Willetts	Website support
£1,080.00	Ten & Bourne Ltd. t/a Brave Little Tank	Monthly creative retainer (Invoice 0709 - £900.00 net and £180.00 VAT)
£212.34	Solopress	Banners for the Neighbourhood Plan (Invoice 1927225 - £176.95 net and £35.39 VAT)
£469.47	Councillor K Gibbs	Reimbursement for various items £65.82 – Remembrance Sunday refreshments £1.65 – 'Baby Changing Room' sign £374.00 – Cooker for the kitchen. (£319.00 net and £55.00 VAT) £28.00 – Saucepan set
£1,751.00	M Webster Ltd.	Grounds Maintenance (£1,459.16 net and £291.84 VAT) This was the final invoice from Mr Webster. Northwich Town Council took over from 1 June 2019.
£300.00	Nicspics	Photography contract
£35.98	Internet Central	This is a final invoice for the former website which has now been decommissioned.
£19.35	W Atteridge	Expenditure associated with the Neighbourhood Plan consultation
£42.91	Came & Company	Additional premium to reflect changes in cover (addition of assets)

37.2 Village Hall

£40.00	Target Window Cleaning	Cleaning of Village Hall windows (Invoice 0487)
£37.10	Councillor V Adams	Keys for Village Hall
£252.00	Crystal Clean South Cheshire	Village Hall Cleaning (£270.00 net and £54.00 VAT)
£117.20	Councillor B Gibbs	Reimbursement for on-line service for Village Hall bookings.
£156.00	Dyno-Rod	Unblocking of drains at Village Hall (Invoice 1853AJ965 - £130.00 net and £26.00 VAT)
£420.00	M Ascroft	Electrical work in Village Hall (£350.00 net and £70.00 VAT)
£50.00	Cheshire Community Action	Membership fee. This relates to the Neighbourhood Plan process and enables the Parish Council to receive a discounted rate for its services.

£235.57	PPL PRS Ltd.	This is now a combined fee. Previously there have been separate amounts but PPL and PRS have now joined forces.
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37.3 Re-Issue of Cheques

A number of cheques issued at the previous meeting were unable to be presented owing to insufficient funds in the Village Hall account. Cheques authorised at the Annual Council meeting had been re-issued.

38 ANNUAL ACCOUNTS – 2018-2019

The accounts were currently being audited by the Internal Auditor and would be submitted for approval at the July meeting.

The following documents were submitted for information but would be re-submitted for action as appropriate at the July meeting.

- Review of the Effectiveness of Internal Audit – checklist
- Annual Governance and Accountability Review (AGAR)
- Bank Reconciliation – 2018-2019.

39 ASSET OF COMMUNITY VALUE – 140 MAIN ROAD, SHAVINGTON

At its meeting held on 3 April 2019, the Parish Council agreed to defer this matter until after the elections on 2 May 2019.

Members were now invited to consider if a small working group should be set up to consider the details to be included in an application for 140 Main Road to be registered as an Asset of Community Value.

The working group would be expected to complete the application form for submission to the Parish Council. The group would have a fact-finding role and will need to carry out research into the following: (i) its current use; (ii) how it boosts social or community well-being; (iii) establish the proportion of the community which currently uses the asset; (iv) value of the asset; (v) how the finances would be raised if the Council wished to purchase it; (vi) how the asset would be managed in the future; and (vii) how the asset could be used to further social well-being up to 5-years in the future.

Councillor Buchanan, who was the Chairman of the Youth Club which occupied the building, reported that she would be meeting with Borough Councillors Dorothy Flude (Portfolio Holder for Children and Families) and David Marren, to discuss the possible extension of the lease.

RESOLVED: That this item be deferred to the July 2019 meeting.

40 COMMITTEES

40.1 The Parish Council received the Minutes of the following Committee meetings.

- Environment Committee 29 April 2019
- Village Hall Management Committee 15 May 2019
- Recreation Committee 22 May 2019
- Communications Committee 29 May 2019

40.2 Terms of Reference – Village Hall Management Committee

The Parish Council was asked to consider the Village Hall Management Committee's request to amend the Terms of Reference to allow for more than two non-Parish Councillors to sit on the Committee, although Members had not specified how many.

RESOLVED: That the Terms of Reference for the Village Hall Management Committee be amended to permit four non-Parish Councillors to sit on the Committee as non-voting members.

41 ALLOTMENTS SITE – GRETTY LANE

The report of Councillor Rene Hancock, the Chairman of the Environment Committee was submitted.

The Parish Council considered the recommendations of the Committee which included widening the entrance, removal of some of the hedging, tarmac part of the site directly in front of the gate entrance to allow allotment holders to park within the site and replace the current gate with a sliding gate.

RESOLVED: (a) That approval be granted to take forward this project as described, whilst acknowledging that as there was no budget funding in the current financial year, it would need to be considered for priority as part of the budget-monitoring process during the year; and

(b) That it be noted that the Clerk had made enquiries of Cheshire East Council about the feasibility of the proposals.

42 CLERK'S REPORT

The Parish Council received the Clerk's Information Report which covered the following topics.

- ii. Sugar Loaf – Reinstatement of Seating in Bus Shelter
- iii. Transport Service Solutions considering the Environment Committee's request that the seating in the bus shelter at Sugar Loaf be reinstated.
- iv. Litter Bins at Weston Lane (Taylor Wimpey)
- v. Static Policemen
- vi. Bench at Goodall's Corner
- vii. The bench has arrived at Martin Andrews' house, but as there is an over-grown hedge in the vicinity it cannot be put in place at present.
- viii. He will be asking the resident whose hedge is over-grown, if it could be trimmed back so that the seat can be fitted.
- ix. Publicity – PCSOs:
- x. Brook Avenue – Street Lighting Update
- xi. Clerk's Contracted Hours - report to the September meeting.

43 DECORATION OF UPSTAIRS MEETING ROOM

Members recalled that at line 59 in the approved budget for 2019-2020, a sum of £20,000 had been allocated for (1) the purchase of a parcel of land in the parish for recreational purposes; OR (2) the refurbishment of the upstairs meeting room and downstairs lounge in the Village Hall.

The decision as to which project should proceed would be decided later in the financial year.

Councillor Kevin Gibbs had requested this item to enable the Parish Council to consider allocating funds for the decoration of the upstairs meeting room, together with other refurbishment items which might be required.

It was suggested that DSW Painting and Decorating, which had carried out some of the painting projects during the Village Hall upgrading in 2018, be asked to submit a quotation.

RESOLVED: (a) That a quotation be sought from DSW Painting and Decorating for painting the upstairs meeting room in the Village Hall; and

(b) That M H Ascroft be asked to quote for new ceiling lights.

44 FORTHCOMING MEETINGS

44.1 26 June 2019 – Extra-ordinary meeting
To discuss arrangements for Remembrance Sunday on 10 November 2019.

44.2 **RESOLVED:** That the dates for Council and the Environment Committee meetings be swapped.

Environment Committee:	3 July 2019
Council:	10 July 2019

.....Chairman

The meeting commenced at 7.15 pm and concluded at 10.00 pm