

**MINUTES OF THE MEETING**  
**OF BIRCHWOOD TOWN COUNCIL, HELD AT**  
**PARKERS FARM COMMUNITY CENTRE, DELENTY DRIVE, RISLEY**  
**ON TUESDAY 26<sup>TH</sup> NOVEMBER 2013**

**Present:** Councillor Fitzsimmons in the Chair  
Councillors Balding, Bowden, Evans, T. Hearldon and M.Hearldon  
  
Clerk – Mrs. F. McDonald  
Deputy Clerk – Mrs. C Caddock  
Business and Finance Officer - Mr. G. Crowe  
  
PCSO Shacklock  
1 resident

**Apologies:** Councillors Allman, Bolton, Higgins, Nelson and Spencer

**Absent:** Councillor Lines-Rowlands

**Councillor M. Hearldon proposed, Councillor Evans seconded and it was resolved that:**

**The Minutes of the Meeting of the Town Council which took place on Tuesday, 22<sup>nd</sup> October 2013, be approved as an accurate record and signed by the Chair.**

**Code of Conduct – Declaration of Interests**

The Chair reminded members of their responsibility to declare any personal interest or prejudicial interest which they have in any item of business on the agenda, no later than when the item is reached.

433/2013 **RECESS**

(a) **Police Monthly Pledge Meeting and Update**

PCSO Shacklock reported on policing activities that had taken place over the last few weeks in Birchwood.

PCSO Shacklock stated that the end of October and November had been quite a busy month. Halloween and Bonfire Night had seen a rise in the number of incidents of anti-social behaviour; however the shift patterns of the PCSOs were changed to deal with these matters, with the majority of PCSOs working late shifts, which allowed issues to be dealt with swiftly and effectively.

Following break-ins at Birchwood Forest Park and Risley Moss and a number of shed break-ins, burglary had been made a priority and all the Beat Managers had taken part in plain clothes operations, which seemed to have been successful.

There have been some complaints regarding excessive noise from the Noggin, the landlord/management have been spoken to about this.

The Public Protection Unit is currently investigating an incident of indecent exposure in the area of Locking Stumps Community Primary School. An e-fit picture of the alleged perpetrator has been published in the local press.

PCSO stated that the Police are continuing to receive good intelligence regarding drugs, particularly cannabis and will execute warrants when they have enough information.

Unfortunately no Councillor was available to attend the last surgery which a resident had attended to raise a concern about a firework display.

Councillor Balding stated that he had spoken to the resident about this matter.

The resident has also spoken to PCSO Davies regarding her concerns.

It was confirmed that the December surgery would take place on 14<sup>th</sup> December, a week earlier than usual (as published on the posters). Councillor Evans will attend.

Councillor Fitzsimmons thanked PCSO Shacklock for the report.

(b) **Priorities**

The most recently available information regarding local Policing priorities can be found on the Cheshire Police Website: <http://www.cheshire.police.uk/my-neighbourhood/warrington-east/birchwood/priorities.aspx>

The Twitter address is @WarrEastNPU.

PCSO Shacklock left the meeting.

(c) **Silver Lane - Resident's Concerns Re: Flytipping and Travellers/Gypsies**

A local resident attended tonight's meeting to express his concerns about the ongoing issues regarding the Croft side of Silver Lane (not technically within our Parish).

The resident spoke about the ongoing problems being experienced with flytipping and the lane being used by travellers/gypsies and the mess they leave behind.

Councillor Fitzsimmons explained the current position regarding this matter. The lane is now owned by Biffa and it is proposed that a barrier be installed at some point on the lane with a small car park to be built for visitors to the re-landscaped waste site once it is completed. Agreement has to be reached as to where the car park and barrier should be positioned – further down the lane would discourage local employees from using it as an all-day car park, but would leave room for travellers' caravans. A height barrier that would allow cars down the lane but not larger vehicles may also cause problems for visitors with horse boxes. As there is a bridleway across the site, this would be a potential problem.

There is a meeting in the New Year of the organisations involved in these discussions and it is hoped that an agreement on the way forward will be reached at that meeting.

Councillor Fitzsimmons suggested that the Town Council could consult the local residents to ask for their views on where the car park and barrier might be best placed; we could then pass these views on, for consideration, to those making the decision.

The resident thought this would be a good idea.

**Action** Clerk's office to ask the residents in the local vicinity of Silver Lane for their views on the above matter and to pass the feedback on to Biffa.

The resident thanked Members and left the meeting.

434/2013 **PARKING ISSUES**

(a) **Ordnance Avenue and Redshank Lane**

New double yellow lines have been painted on some stretches of these roads following issues with cars parking and causing obstructions.

(b) **Kinsale Drive/Warrington Road**

We have been informed that proposals have been put forward for double yellow lines to be installed on sections of Kinsale Drive/Warrington Road. A traffic order will be advertised in December.

(c) **Cross Lane South and Warrington Road**

The Borough Council has monitored this area but there have been no issues arising when they have been to the site. We have been told that they cannot afford the resources to keep monitoring the area. Borough Council Officers would be happy to meet with Councillors regarding this matter.

(d) **Silver Lane (Croft Side – Parking Issues)**

This was discussed in recess (see Minute 433/2013 (c) above).

(e) **Potential Future Parking Issues near Birchwood Station**

Councillor Fitzsimmons stated that the Head Teacher of Birchwood Community High School has heard that the new owners of the shopping centre want to remove the pay and display car park and keep it solely for users of the shopping centre, with a three hour time limit for parking.

The Clerk's office was asked to establish whether this is rumour or fact.

Following the receipt of planning documents over the last few months, the Town Council has stated in comments to the Planning Department that the pay and display car park should be retained. If it is removed it will discourage people from using the station and will probably have a 'knock-on-effect' as station users may start to park on the local roads and in local residential streets.

**Action** Clerk's office to contact the shopping centre manager about this matter.

435/2013 **SILVER LANE (JCT 11 END) – FLYTIPPING ISSUES**

The Clerk reported that we have not yet received any update from the Borough Council regarding the legal advice it is taking with regard to this matter.

436/2013 **JOINT POLICE/TOWN COUNCIL SURGERY**

As discussed earlier in the meeting (see Minute 433/2013 (a)) unfortunately no Councillor was available to attend the November surgery.

It was confirmed that the December surgery would take place on 14<sup>th</sup> December, a week earlier than usual (as published on the posters). Councillor Evans will attend.

It has been proposed that different arrangements be tried for these surgeries. This proposal will be discussed with the Police prior to any meetings being publicised for 2014.

**Action** Clerk's office to contact the Police regarding arrangements for the surgeries.

437/2013 **DEFENDER BOLLARDS – KINSALE DRIVE**

The Clerk reported that we have now received the keys for the bollards.

438/2013 **ADMIRALS SQUARE**

The Clerk reported that we have been advised that the ownership of this land has changed. Warrington Borough Council is currently trying to obtain the contact details of the new owners. The Clerk has spoken to Craig Bailey at the Borough Council who reported that he has so far been unable to find the owners, even via the land registry.

Councillor T. Hearldon stated that she has received a lot of complaints about the poor and potentially dangerous condition of the paving between the shops in Admirals Square and the school gates of Birchwood Primary School in Oakwood. Tree roots have apparently lifted a lot of the paving making it very uneven. Some parents are trying to put a petition together to raise awareness about the matter, with a view to asking the Borough Council to address the issue as a matter of urgency. Councillor Hearldon added that the paving is already dangerous but when it gets icy and snowy, it will be even worse.

**Action** Clerk's office to contact the Borough Council regarding this matter.

439/2013 **PEDESTRIAN CROSSINGS AND FOOTPATH / CYCLEWAY WORKS**

At tonight's meeting, the Clerk stated that she had written to the Borough Council, as requested stating that the Town Council thinks it is imperative that there is a controlled crossing put in place near Chatfield Drive, on Admirals Road. The reply from the Borough Council reiterated the decision detailed in previous correspondence, with a suggestion that if conditions change the decision could be reviewed at a future date:

*“Regarding the requests for a controlled crossing on Admirals Road, we have had it confirmed that the monies secured through a S106 agreement for the Care Home development on Ainscough Road have been committed to the Birchwood Station Access for All improvement scheme.*

*As we referred to in our previous email we have undertaken speed and pedestrian crossing surveys at this location. The surveys did show that vehicle speeds were too high to allow the installation of a zebra crossing, but also that the surveyed number of pedestrians crossing at this location were too low to justify the installation of a fully signalised crossing from the Council's pedestrian crossing programme.*

*In addition, we have now had the final tender prices back for the footway/cycleway works funded from the Birchwood LSTF scheme and because they are in excess of the budget, we have had to re-assess the elements of the scheme that will be implemented. Therefore after careful consideration it has been decided to remove the following elements from the current package:*

- *Warrington Road to Birchwood Boulevard - resurfacing of the existing footpath/cycleway*
- *Benson Road – widening of the existing footpath between the junctions with Dewhurst road and Brock Road to pedestrian/cycle shared use width*
- *Ordnance Avenue – the proposed new footpath/cycleway construction (adjacent to the carriageway) leading from the corner of the Fire Station access road to the existing footpath link (and bus stop) which leads to Redpoll Lane.*
- *The removal of these elements will allow us to complete the scheme within its budget allocation, and does retain the proposed uncontrolled crossings (dropped kerbs and tactile paving) at points on Admirals Road.*

*Therefore at the moment, based on current pedestrian movements the justification for a controlled crossing isn't clear and the LSTF budget is fully allocated. However, following the completion of the pathway improvements we will continue to monitor the numbers of pedestrians using this crossing point and subject to an increase in pedestrian activity and availability of funding we would look to upgrade it in the future."*

#### 440/2013 **EMERGENCY PLANNING**

Members received the notes from the Emergency Planning Working Party that had met on 22<sup>nd</sup> October 2013.

The Clerk reported that Theresa Whitfield, Risk and Resilience Manager at Warrington Borough Council has indicated that a visit to the emergency centre which operates in the event of an emergency in the borough, can be facilitated.

It was suggested to Members that this be arranged in the New Year. Members were asked to consider which days/dates may be best and to feed options back to the Clerk.

**Action** Clerk's office to continue to liaise with Members and the Borough Council regarding the above.

#### 441/2013 **UPDATE ON PLANNING MATTERS**

##### (a) **Planning Appeals**

Planning Appeal References: APP/MO655/A/13/2196226 (Full Planning) and APP/MO655/C/219229 (Enforcement). Prospect Farm, Prospect Lane, Rixton-with-Glazebrook, WA3 6EH - Proposed change of use to provide a clay pigeon shooting club, clubhouse and associated parking.

The Clerk reported that the appeal started this morning, 26<sup>th</sup> November 2013, for a three day period. It is being held in Warrington Town Hall Council Chambers.

Councillor Evans attended the first day of the appeal hearing.

Councillors Bowden and Balding have registered to speak in opposition to the appeal.

##### (b) **Planning Applications**

Application 2013/21632 Overflow Car Park to the rear of Spencer House, Birchwood. This application was originally discussed in May 2013 at which point Members did not have any comments to make, given the information available at that time.

The Clerk reported that, as requested we have asked for clarification on one sentence in the most recent paperwork that was sent to us which states: *"The strategy will be to prohibit unnecessary trips by the private car into the Birchwood centre and in particular commuter trips for employers who currently travel into the centre."*

Officers had thought that maybe 'employers' should possibly read 'employees'; and Councillors wondered who should be able to decide what 'unnecessary' trips are and who decides this, if they are to be 'prohibited'.

Despite chasing this query, we have still not received a response.

We have not been advised of a date at which a decision will be taken regarding this application.

- (c) Application No. 2013/22530 Risley Primary Substation, Warrington Road, Risley, WA3 7AQ. Lawful Development Certificate (Section 192) – Proposed installation of 13m high telecommunication tower with panel antenna and ancillary equipment, cabling and fixings in existing primary substation.

We are still awaiting the outcome of any deliberations.

- (d) Application No. 2013/22569 Bridgewater Place, 305 Birchwood Park. Proposed change of use from use class B1(a) (Offices) to use class D1 (Law Courts) for a temporary period of up to 3 years (to cover the Hillsborough Inquiry).

The Clerk reported that, as requested, she had written to ask that the potential impact on local residents be considered and any way to minimise possible impairment to the amenity of the local surroundings and residents be put in place.

We have received a reply stating that the media might be allocated parking spaces.

#### 442/2013 **ENCOUNTER STATUE LIGHTING**

The Clerk reported that we had received copies of the leases from Susan Spibey of Birchwood Forum. She asked Members whether this is a matter that they wanted Officers to get further involved with as it will potentially take up quite a lot of time.

The BAFO also asked if it is a Town Council matter, or whether it is a contractual matter between Birchwood Forum, Warrington Borough Council and Hutchison 3G UK Ltd.

Members discussed the matter and Councillor Fitzsimmons proposed that the Town Council tries to find out where the barrier lies to resolving the issue.

This was agreed by Members.

Councillor Balding asked for a copy of the documentation.

**Action** Clerk's office to make further enquiries regarding the issue.

**Action** Clerk's office to send Councillor Balding a copy of the documentation.

#### 443/2013 **BIRCHWOOD RAIL STATION –ACCESS FOR ALL**

The Clerk reported that we have received an update from Warrington Borough Council regarding this matter. There has been some delay in the development of the scheme due to some issues arising relating to the transfer of land needed for the new lifts and also arrangements for the existing footbridge.

The Borough is close to reaching an agreement with Network Rail on these issues to allow the scheme to proceed. Subject to that agreement being finalised, an indicative programme is as follows:

- Letting of Design and Build contract for the works - January 2014
- Commencement of works on site - February / March 2014
- Completion of works on site - August/September 2014 (to be confirmed)

The station will remain fully operational throughout the works apart from line closures which will be needed for the installation of the bridge - these will be undertaken overnight / at weekends on dates which will be confirmed during the early part of the works and any temporary closures will be published well in advance by Network Rail.

444/2013 **LOCAL PINCH POINT FUND BID – BIRCHWOOD TRAFFIC RELIEF PACKAGE**

The Clerk reported that, as requested, she had sent a letter of support regarding a ‘Local Pinch Point Fund Bid – Birchwood Traffic Relief Package’. She had made it known in the letter that Members were unhappy to be only given basic details regarding this proposal and little time in which to consider the request.

A tonight’s meeting the Clerk stated that we had received a letter of thanks for the support offered by the Town Council. The Borough Council apologised for the limited time given in which to respond and the lack of detailed information available at that time, this was due to the short notice they had received themselves about the availability of the funding.

Details of the bid can now be found at:

[http://www.warrington.gov.uk/download/downloads/id/4997/birchwood\\_local\\_pinch\\_point\\_fund\\_application\\_form](http://www.warrington.gov.uk/download/downloads/id/4997/birchwood_local_pinch_point_fund_application_form)

**NEW ITEMS RAISED UNDER THE CLERK’S REPORT TO THE COUNCIL**

445/2013 **WARRINGTON BOROUGH COUNCIL**

- (a) Received – Invitation to the Annual Remembrance Day Service and Parade.
- (b) Sent – Email enquiring when some rubble will be removed from Locking Stumps Lane following a complaint received from a resident. The waste has now been removed.
- (c) Received – Details of the Area Plan Priority Setting Event (4<sup>th</sup> November) subsequently followed by the presentations from the evening.
- (d) Received – Notice that the November Parish Liaison Meeting has been postponed until next year.

Brief answers were circulated to some of the issues that local Parish Councils had asked to be put on the agenda for the November meeting; including responses to our three specific enquiries regarding:

- The valuing of fixed assets for audit purposes – *‘Parish Councils are too small to apply the concepts of depreciation and impairment . . . and would value their fixed assets at historic cost or ‘book’ value. Where this cannot be determined and an independent value is used, then this would need to be updated on a regular basis.’*
  - Update request regarding the Precept for 2014/2015 – *‘Letters have gone to all Parish Clerks with requests for the appropriate information for Council Tax purposes, the same as in previous years.’* (We have not yet received a letter.)
  - Whether the Borough Council can provide employment law advice to local Parish/Town Councils should they require it – *‘. . . The practical answer is that Warrington BC does not currently employ a lawyer with sufficient specialism in employment law matters to be able to offer such a service to parish councils.’*
- (e) Received – November Neighbourhoods Bulletin.

- (f) Received – Advanced notice of works to take place re: Birchwood Footway/Cycleway Improvements.

The Clerk reported that we had received information that due to budgeting constraints, some of the proposed works had been cut back (see Minute 439/2013 above).

- (g) Sent – Email regarding the surface of the footbridge adjacent to the Town Council offices. This surface gets very slippery if it is frosty and or icy before our team has a chance to grit it. We have asked if there is anything that can be done to improve the surface, as it seems to hold standing water. We have not yet received a reply.
- (h) Received – Polling Districts and Places Review – there are no changes proposed for Birchwood. Members did not have any comments to make.

**Action** Clerk’s office to return the form.

- (i) Received – Documents for East Neighbourhoods Board Meeting (28<sup>th</sup> November 2013).

#### 446/2013 **BIRCHWOOD FORUM**

- (a) Received – Notification of the meeting; 19<sup>th</sup> November 2013.
- (b) Received – Details of carriageway resurfacing works on the M62 between junctions 11 and 12 in both directions for up to 10 weeks. Work will be confined to the weekends and Monday nights.

#### 447/2013 **MISCELLANEOUS CORRESPONDENCE**

- (a) Received – Updates, information emails, etc. from Warrington Voluntary Action.
- (b) Received – Details of a ‘Remembrance Bedzz’ scheme – designed to honour those past from 1914 – 2014 and at the same time encourage pollination for the future; ‘Remember the Past . . . Plant for the Future’. It involves creating and maintaining a permanent small poppy/wildflower ‘field’.

Members considered this scheme and agreed that they would like the ‘dog bone’ island to be sown with poppy seeds as part of this scheme. As this land belongs to the Borough Council, they would have to be consulted about this proposal and whether they would wish to be involved in partnership with the Town Council.

**Action** Clerk’s office to liaise with the Borough Council regarding this suggestion. If the Borough Council is in favour, to register with the ‘Remembrance Bedzz’ scheme.

- (c) Received – from the War Memorials Trust – correspondence re: local war memorials; asking that Parish Councils help to ensure local memorials are properly maintained.
- (d) Received – ‘Parklife’ e-newsletters – October and November 2013.
- (e) Received – Invitation to the closing service at The Church of the Transfiguration in Oakwood. This final service will take place on 8<sup>th</sup> December at 4pm.

Councillor T. Hearldon stated that there will be a Christmas morning service held at the church at 10am.

- (f) Sent/received – emails with the developer at 1 Delenty Drive, reassuring us that the pill box is being properly considered by all workers on/visiting the site.
- (g) Received – Documents for the Meeting of Birchwood Leisure & Tennis Complex Sports Hall Management Committee – 19<sup>th</sup> November.

448/2013 **iCAN ALERTS**

Received – Various scam alerts, consumer updates and information emails from iCAN:

- (a) Scam phone call asking for church donations
- (b) Warning re: dangerous OxyElite Pro food supplement
- (c) Mobile phone delivery scam
- (d) Details re: Will Aid scheme
- (e) Telephone scam offering free electricity
- (f) Phishing email – appearing to be sent from BT
- (g) Boots recall of St. Tropez Tan Face & Body Spray
- (h) Scam phone call pretending to be from a government department
- (i) Scam phone call pretending to be from Microsoft

Full details regarding recent iCAN alerts, consumer information, etc. and details of free membership to the service can be found at <http://www.tswarrington.co.uk/ican>

449/2013 **SOCIETY OF LOCAL COUNCIL CLERKS**

- (a) Received – E-News Bulletin; including a request to complete a short online survey re: the effects of Localising Council Tax Support on English Councils.

The Clerk stated that only a very small portion of the survey applies to the Town Council.

- (b) Received – E-News Bulletin; including information relating to the Co-Operative Bank, stating that although it is reviewing principal Council business, it will remain in the Local Council sector.

450/2013 **CHESHIRE POLICE**

- (a) Received – Neighbourhood Policing Team Newsletter – November 2013.
- (b) Sent/received – emails re: The Poacher’s firework display – obtained reassurance it was well planned; most local residents had received a leaflet. In addition we have been informed that the landlord had personally visited all the houses on Rendlesham and those who were not in had a leaflet put through their door. The relevant authorities were also aware of the arrangements.
- (c) Received – Notification that fencing has been cut at a business on Risley Road in order for number plates to be stolen from a van. Also people are being asked to report any suspicious vehicles or people to the Police on 101 – or 999 in an emergency.
- (d) Received – appeal for witnesses following an incident of indecent exposure near Locking Stumps Primary School, 22<sup>nd</sup> October 2013; and advice to local residents regarding this matter (be vigilant, avoid walking alone in the area, report suspicious activity to the Police, do not approach or challenge anyone acting suspiciously). Anyone with information is urged to call Cheshire Police on 101 quoting incident no. 924 of 24<sup>th</sup> October.

- (e) Received – Neighbourhood Alerts re:
  - (i) The Police Commissioner would like to hear from victims of crime about how victims’ services can be improved. The survey can be found at <http://www.surveygizmo.com/s3/1367389/Victim-s-Voice>
  - (ii) Measures that can be taken to reduce vulnerability of residents re: burglaries, particularly when the nights are longer; e.g. ensure windows and doors are secure, use timer switches on lights so that it looks like someone is in and turned a light on in an ‘active’ room (not just the stairs) as it goes dark, have an outdoor security light, keep valuables out of sight.
  - (iii) Survey on Policing Priorities, which can be found at: <http://www.surveygizmo.com/s3/1199183/Have-your-say>

451/2013 **CHESHIRE ASSOCIATION OF LOCAL COUNCILS**

- (a) Received – Details of a Notice Board Competition.
- (b) Received – Reminder of a Planning Seminar; 6<sup>th</sup> December in Middlewich and details of a Councillor 4 Workshop; 4<sup>th</sup> December at Tarvin Community Centre.
- (c) Received – Revised 2014 training programme.
- (d) Received – Consultation on the North West rivers by the Environment Agency.

452/2013 **PRESS ARTICLES**

Copies of various articles from local publications of relevance/interest to Birchwood.

453/2013 **PUBLICATIONS RECEIVED**

LGC Magazine – 17/10/13, 24/10/13, 31/10/13, 7/11/13, 14/11/13, 21/11/13  
 Clerks & Councils Direct – November 2013  
 The Clerk – November 2013

454/2013 **MEMBERS’ REFERRALS MADE VIA THE CLERK PRIOR TO THE MEETING FOR CONSIDERATION AT THIS COUNCIL MEETING**

There were no Members’ referrals made prior to the issue of the Clerk’s report.

455/2013 **CURRENT PLANNING APPLICATIONS FOR COMMENT AND OBSERVATION AND OTHER RELATED PLANNING ISSUES**

(a) **Warrington Borough Council**

- (i) Received – Notification re: Planning Application Sub-Committee meeting - 13<sup>th</sup> November 2013. No items specifically relevant to Birchwood are on the agenda.
- (ii) Received – Notification re: Development Management Committee meeting - 14<sup>th</sup> November 2013. No items specifically relevant to Birchwood are on the agenda.

(b) **Enforcement Cases**

- (i) ENF/13/04081 47 Gilderdale Close, WA3 6TH – alleged problem: development not in accordance with approved plans 2013/216565.
- (ii) ENF/13/04095 62 Dove Close, WA3 6QH – alleged problem: unauthorised development.

(c) **Planning Decisions**

- (i) Application 2013/22418 Cambrian Homes Ltd, Birchwood One Business Park, Dewhurst Road. Application for approval of details reserved by condition as per previously approved application 2012/20377 – condition 3 to be discharged. **Condition part discharged/part not discharged.**
- (ii) Application 2013/22408 410 Birchwood Boulevard, WA3 7WD. Application for consent to display 2 x signs; the sign to the rear to be internally lit by white LEDs. **Approved with conditions**
- (iii) Application 2013/22419 Birchwood Shopping Centre. For consent to display 6 internally illuminated signs & 1 internally illuminated monolith sign and 8 non-illuminated signs. **Approved with conditions**
- (iv) Application No. 2013/22669 Cederwood, 2 Kelvin Close, WA3 7PB. Proposed first floor extension to offices. **Approved with conditions**
- (v) Application No. 2013/22552 Proposed single storey extensions to side of house and rear of garage. **Approved with conditions**
- (vi) Application No. 2013/22474 Ramada Encore Hotel, Aston Avenue, Birchwood. Replacement of existing signage with 1 fascia sign to main entrance. **Approved with conditions**

(d) **Planning Applications**

*All plans can be viewed via the Borough Council's website:*

[http://www.warrington.gov.uk/home/transport\\_planning\\_and\\_environment/Planning/Search\\_planning\\_applications/](http://www.warrington.gov.uk/home/transport_planning_and_environment/Planning/Search_planning_applications/)

Certain applications are: non-material amendment applications, Lawful development certificates (S192) and 28 day prior approval/determination applications. In respect of any of these types of applications, they would be received on an information basis only; therefore there is no statutory opportunity to allow 21 days for comments.

- (i) Application No. 2013/22668 Land between Griffith Avenue and Cavendish Avenue. Reserved matters application for the formation of a car park including landscaping following previously approved 2012/19696
- (ii) Application No. 2013/22692 Thompson House, Faraday Street, WA3 6GA. Proposed recladding of the external elevations of the reception triangle.

- (iii) Application No. 2013/22713 Unit 202, Cavendish Place, Birchwood, WA3 6WU. Proposed minor external works, internal alterations and change of use from B2/B8 to mixed B1/B2/B8 use.
- (iv) Application No. 2013/22652 177 Gorse Covert Road, Birchwood, WA3 6TL. Proposed two storey side extension comprising new extended kitchen, reception room, toilet, 2 bedrooms and bathroom.
- (v) Application No. 2013/22723 49 Mansfield Close, Birchwood, WA3 6QN. Proposed single storey rear extension and two storey side extension.
- (vi) Application No. 2013/22787 1000, Birchwood Boulevard, Warrington, WA3 7QL. Proposed 3m high secure fence to existing rear open plan car park and the construction of a 16.3m x 7.68m x 3.15m high garage compound, including the fixing of a proposed new radio antenna to the outside of the existing building.

There were no objections made by those Members present to the above applications.

#### 456/2013 **PAYMENT OF ACCOUNTS**

Councillor Evans **proposed** the Payment of Accounts be approved and Councillor M. Hearldon **seconded** the proposal. This was agreed by those Members present.

#### 457/2013 **DATE OF DECEMBER MEETING**

Members were asked to consider whether they wished to bring the date of the December 2013 meeting forward, as the fourth Tuesday in December falls on 24<sup>th</sup> this year. This would give just three weeks between meetings (just two weeks before papers have to be circulated).

Councillor Fitzsimmons suggested that there be no main meeting this December as there would be little time between the meetings and the majority of business can be moved forward to the January 2014 meeting. Any urgent business can be dealt with as per August Recess, via the Chair, Vice Chair and Leader of the Council and by emailing all Councillors where necessary to canvas opinions.

Members considered this suggestion.

Councillor Fitzsimmons **proposed**, Councillor Evans **seconded** and it was **agreed** that there would be no main meeting of Birchwood Town Council in December 2013.

**Action** Clerk's office to 'advertise' the cancellation of the meeting.

**This part of the meeting concluded at 8.00pm**