

MINUTES OF THE MEETING
OF BIRCHWOOD TOWN COUNCIL, HELD AT
PARKERS FARM COMMUNITY CENTRE, DELENTY DRIVE, RISLEY
ON TUESDAY 22ND APRIL 2014

Present: Councillor Nelson in the Chair
Councillors Balding, Bowden, Evans, Fitzsimmons, T. Hearldon, M. Hearldon

Councillor Allman attended part way through the meeting due earlier work commitments

Clerk – Mrs. F. McDonald
Deputy Clerk – Mrs. C Caddock
Business and Finance Officer - Mr. G. Crowe

2 residents

Apologies: Councillors Bolton, Higgins and Spencer

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

The Minutes of the Meeting of the Town Council which took place on Tuesday, 25th March 2014, be approved as an accurate record and signed by the Chair.

Prior to the start of the meeting, Councillor T. Hearldon apologised to the Council and members of the public for not attending the April Police/Town Councillor surgery; due to urgent family matters causing the date to slip her mind. She will attend the surgery on 3rd May.

Also before the start of the meeting, Councillor Nelson stated that as it would be her last full meeting as Chair of the Council, she would like to thank Members for their support over her year of office.

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.

164/2014 **RECESS**

(a) **Police Monthly Update**

There was no Police presence at tonight's meeting.

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.

(b) **Issues Raised by Residents**

Councillor Fitzsimmons raised two matters of concern on behalf of the two residents present at tonight's meeting:

(i) **Cars parking near Armstrong Close Bus Stop**

Councillor Fitzsimmons stated that this matter is still ongoing. However, he stated that he understands that it is an offence to cross a kerb in order to park on a Council owned grass verge.

Action Clerk' office to try to confirm if this is an offence and what can be done about the ongoing parking issue.

(ii) **Dropped Kerb Requested in Stonecrop Close**

Councillor Fitzsimmons stated that in Stonecrop Close between numbers 21 and 22, there is a passageway leading to the shops and bus stop that should have dropped kerb to access it. This would enable residents with mobility issues to be able to access the passageway more easily.

In addition, Councillors asked if the team could make a note of any other areas, whilst they are out working, where they think residents with disabilities would benefit from having a dropped kerb installed.

Action Clerk's office to contact the Borough Council to request a dropped kerb as detailed above.

Action Clerk's office to ask the team to note any areas they think needs a dropped kerb.

165/2014 **HILLSBOROUGH INQUESTS ARRANGEMENTS**

The Clerk reported that we have not received any complaints regarding issues relating to the Hillsborough Inquests.

Councillor Nelson stated that she had been told that there had been an initial parking problem over at the shopping centre that seemed to relate to the start of the inquests, but this appears to have been resolved.

166/2014 **REQUEST FOR A CROSSING NEAR COPPERFIELD CLOSE, LOCKING STUMPS**

The Clerk confirmed that this has been put on a list for consideration by the Borough Council, but we have not heard anything further yet about when a site assessment might take place.

167/2014 **SILVER LANE (WITHIN CROFT PARISH COUNCIL'S BOUNDARY)**

The Clerk stated that we have not yet received any further updates about the installation of barriers and the creation of a small parking area which will be required for visitors to the re-landscaped Biffa site; once the site has been completed.

168/2014 **RESIDENT'S CONCERN REGARDING PART OF THE BROOK FOOTPATH**

At the January meeting a resident had attended to ask for the Town Council's assistance in putting pressure on Warrington Borough Council to undertake some maintenance on part of the Brook Footpath that is in a poor state of repair; parts of the path get extremely muddy during very wet weather.

At tonight's meeting the Clerk reported that the Business and Finance Officer will be meeting with the contractor on 28th April 2014.

169/2014 **RESIDENT'S CONCERN RE: UNDERPASS – FIRE STATION TO POWELL AVENUE**

The Clerk reported that there have been some recent issues of anti social behaviour regarding this underpass. Lights have been smashed and the grit bin has been tipped over and emptied out twice in the last week.

We have asked the Police to monitor the situation.

170/2014 **LITTER ON THE GRASS VERGES OF BIRCHWOOD WAY**

The Clerk reported that on 27th – 30th March 2014, litter picking, shrub cutting, street lighting and some other maintenance works were undertaken along the length of Birchwood Way from Orford Lane to Junction 11 of the M62.

The Town Council worked in partnership with the Borough Council to enable this work to be done.

171/2014 **JOINT POLICE/TOWN COUNCIL SURGERY**

Councillor T. Hearldon will attend the surgery on 3rd May 2014.

172/2014 **ADMIRALS SQUARE**

The Clerk stated that this matter remains ongoing and that we have not had any feedback yet from Warrington Borough Council about the paving issues.

173/2014 **EMERGENCY PLANNING**

As Councillor Bolton was unable to attend tonight's meeting, the presentation of her review regarding this matter will be deferred to a future meeting

Action Councillor Bolton to present her review at a future meeting.

174/2014 **ENCOUNTER STATUE LIGHTING**

The Clerk stated that she has not yet received any further information from the Borough Council. She has chased the matter up with street lighting.

175/2014 **BIRCHWOOD RAIL STATION –ACCESS FOR ALL**

The Clerk reported that preparatory work is underway regarding this project.

176/2014 **PARISH LIAISON GROUP MEETING**

The Clerk stated that she had attended this meeting. Discussions had included the upcoming street lighting replacement programme that the Borough Council is undertaking over a three year period. Eighteen thousand lanterns are being replaced with energy efficient LED lights over this period as part of an 'Invest to Save' scheme. Birchwood lighting will be replaced in the third year (2016/2017). There will not be any additional columns. Leaflets will be dropped to local residents in areas where work will be taking place around 20 days prior to any work being started.

Other discussions/presentations had included a utilities permit scheme, information regarding different types of planning applications and changes to Councillors' Declaration of Interest documents.

177/2014 **FOOTBRIDGE SURFACE CONCERNS**

At the November 2013 meeting, the Clerk reported that an email had been sent to the Borough Council regarding the surface of the footbridge adjacent to the Town Council offices.

Despite chasing the matter again following the March 2014 meeting, we have still not received a reply.

Action To chase the matter again with the Borough Council.

178/2014 **DOG FOULING STENCIL**

The Clerk reported that she has clarified with the Borough Council that they will not allow anyone else to do the stencilling. They say that £30 covers the cost of the paint that is enough to spray around 10 – 12 stencils; and that the Borough absorbs all the other costs of labour, etc.

The Clerk added that there are particular areas that stencils cannot be put, such as outside people's properties.

Councillor Bowden stated that he would like to see some members of the maintenance team authorised to issue tickets if they see people not clearing up after their dogs whilst they are out working in the area.

The Clerk commented that this would involve training and authorisation to enable any of the team to take on this additional role as part of their duties.

Further discussion was deferred to a strategy meeting.

Action To put a proposal to consider enabling maintenance staff to issue tickets for dog fouling on the agenda for a future meeting.

179/2014 **YOUR HOUSING WALKABOUT**

The Clerk reminded Members that the next walkabout is scheduled to take place on 21st May, 10am, meeting at the corner of Dunnock Grove and Admirals Road.

180/2014 **GLOVER ROAD PARKING**

At the March 2014 meeting the issue of cars parking along Glover Road was raised once more.

Councillor Fitzsimmons stated that he believes double yellow lines are needed along this stretch of road from the roundabout to Armstrong Close.

At tonight's meeting, the Clerk stated that she has made enquiries with Warrington Borough Council about the possibility of having double yellow lines on this stretch of Glover Road. We are currently awaiting a response.

Action Clerk's office to contact the Borough Council with a view to enquiring about putting double yellow lines on parts of Glover Road.

181/2014 **MAY ELECTIONS**

The Clerk reported that the Notice of Election was received from Warrington Borough Council and has been displayed on our notice boards and website as required.

182/2014 **WASTE BINS**

It was reported at the March 2014 meeting that an email had been sent regarding damage to a waste bin on Ordnance Avenue, during the LSTF footpath and cycleway improvement works, with a request that it be replaced; and a request for a new bin (which our team would empty) on the path beyond the bollards on Kinsale Drive/Warrington Road.

We are still awaiting a reply to this email.

183/2014 **PARKING ISSUES NEAR SPAR SHOP, WARRINGTON ROAD**

At the March meeting, the Clerk reported that we had received an email from a resident/local business owner regarding ongoing parking issues around the Spar shop on Warrington Road. We had contacted the PCSOs and Traffic Management regarding this matter to ask if the area can be monitored.

At tonight's meeting, the Clerk reported that APCOA Parking (the company which undertakes parking enforcement services on behalf of Warrington Borough Council) has asked its officers to monitor this area and log any issues.

Parking enforcement statistics are available, but they will have to be provided by Warrington Borough Council.

Action Clerk's office to request parking enforcement statistics from Warrington Borough Council.

Councillor Allman joined the meeting at this point.

184/2014 **PLANNING APPLICATIONS UPDATE**

Application No. 2014/23300 Oakwood Gate Service Station, WA3 6RW. Proposed demolition of existing MOT/repair garage, petrol canopy, pump islands, car wash and 3 jet washes and erection of replacement MOT/repair garage, canopy and pump islands, extension to existing petrol station shop and provision of new Starbucks Drive Thru' Coffee Shop.

The Clerk had, as requested, contacted the Planning Department with Members' comments with their request for more formal footpaths to allow residents to access the improved service station and Starbucks should the application be approved.

The Clerk stated that we had received a copy of a document from Highways at Warrington Borough Council with their comments regarding the application. Highways did not have any objections, subject to several conditions, one of which is: "*Prior to the development commencing, a scheme, to provide details of a safe pedestrian route from Ordnance Avenue through the site to the shop and café to serve the development shall be submitted to and approved in writing by the Local Planning Authority. The development shall not be occupied until the pedestrian route has been laid out in accordance with the approved details and shall be retained as such thereafter.*"

NEW ITEMS RAISED UNDER THE CLERK'S REPORT TO THE COUNCIL

185/2014 **WARRINGTON BOROUGH COUNCIL**

- (a) Received – Consultation on Pavement Café Policy.
- (b) Received – List of where defibrillators are situated in Warrington.

The Clerk stated that she thinks the list is incomplete; it was apparently supplied by the Ambulance Service.

Several Members mentioned other sites where they believe there may be other defibrillators in Birchwood that are not on the list.

Councillor Allman stated that if there is an emergency that requires a defibrillator and you dial 999 the emergency services will be able to tell you where the nearest defibrillator is (assuming they have a complete list).

Members, whilst applauding the installation of defibrillators in so many places, commented that schools, for example, are not always open, so defibrillators are not always accessible.

Councillor Balding asked if there is one at the Police Station on Delenty Drive.

The Clerk said that she would make enquiries as to whether or not the Police have a defibrillator.

Councillor Fitzsimmons asked where the defibrillators at Fox Wood School would go when the school closes down and the pupils move to the Woolston site later in the year.

Councillor Evans said he will enquire as to what will happen with their defibrillators.

Action Councillor Evans to make enquires with Fox Wood School re: defibrillators.

Members briefly discussed whether there should be one situated at Parkers Farm or the Youth and Community Centre (although these buildings are not always open).

It was suggested that perhaps the Police Station would be a better site if they do not already have one as they are a 24 hour station (although the front desk closes at 3pm).

Further discussion was deferred to a future meeting.

Action Clerk's office to put this topic on the agenda for a future meeting.

- (c) Sent/received – Correspondence re: ‘troughs’ across roads near Birchwood Fire Station roundabout. Reconstruction should be undertaken during the week commencing 14th April 2014.
- (d) Received – website links re: free cycling tuition (provided by BikeRight!). For further details visit the website www.bikeright.co.uk/freewheeling
- (e) Received – Link to the latest edition of ‘The Wire’ emagazine.
- (f) Received – Schedule of transport, highway and statutory utility operations to June 2014.
- (g) Received/sent – Correspondence re: dog fouling in Rockingham Close. WBC has visited the area; they don't own it – it needs to be established who the owner is to enable the Borough to ask permission to take enforcement action on the land.
- (h) Received- Information re: programme to replace Warrington's street lights. Birchwood is programmed for 2016/2017. More information can be found at www.warrington.gov.uk/streetlighting
- (i) Received – Notice of Election for WBC Election of Councillors and Birchwood Town Council and Woolston Parish Council local Parish Council elections. (See also Minute 181/2014 above).
- (j) Received – Invitation to the Chair to the Anzac Day commemorations.

Unfortunately the Chair has previous commitments that day. A reply will be sent.

Action Clerk's office to reply, with apologies, to the invitation.

- (k) Received – Details of a Warrington Youth Challenge event (7th May).
- (l) Received information re: National Family Week 2014; 26th May – 3rd June 2014. Further details can be found at www.nationalfamilyweek.co.uk

186/2014 **BIRCHWOOD FORUM**

- (a) Received – Invitation (and reminders) to the meeting on 10th April 2014.
- (b) Received – News release from the Highways Agency – asking road users to take their waste home, rather than dispose of it on route out of their vehicles.
- (c) Received – Notes from the meeting 20th March.
- (d) Received – Presentation notes from the meeting 10th April.

187/2014 **MISCELLANEOUS CORRESPONDENCE**

- (a) Received - Various updates and information emails from Warrington Voluntary Action.
- (b) Received – Various issues of the ‘Parklife’ e-newsletter from Birchwood Park.
- (c) Received/sent – Correspondence re: the maintenance of a path at the rear of 2 – 10 Linnet Grove. Phil Hargreaves from Your Housing has said he will contact the resident regarding this matter. He advised that the path belongs to Your Housing, but adjacent land does not.
- (d) Received/sent – Correspondence to Your Housing re: parking issues on Dunnock Grove.
- (e) Received – Email from Royal Mail with details regarding Public Sector Licensing.
- (f) Received – Card from a resident thanking the Town Council re: the removal of some bulky waste; particular thanks went to the team that removed the items for being courteous and professional.
- (g) Received - Poster for Friends of Gorse Covert Mounds’ AGM (9th April). This was displayed on notice boards
- (h) Sent – Emails to Your Housing re: overflowing bin shed area on Redshank and flytipped concrete paving slabs on Goldfinch Lane and Linnet Grove.
- (i) Received/sent – Email from a resident new to the area asking what the local Council Tax pays for and why we don’t grass cut. A reply has been sent.

188/2014 **ICAN ALERTS**

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

- (a) Warning of cold callers offering to assist you in making a claim for council tax reduction. If you feel the band on your home is wrong, contact the Valuation Office Agency 03000501501 or www.voa.gov.uk
- (b) Warning – ongoing ‘copycat’ website reports – e.g for driving licence or passport renewals.
- (c) Article about a ‘Microsoft’ computer scammer being brought to justice.
- (d) Article re: burglar alarm conmen being jailed.
- (e) Warning about ‘free trial’ scams.
- (f) Warning re: suspicious phone calls from person posing as a physiotherapist.
- (g) Scam inheritance letter warning.
- (h) Scam Sky subscription phone call.

189/2014 **SOCIETY OF LOCAL COUNCIL CLERKS**

Received – e-news bulletin, 4th April 2014.

190/2014 **CHESHIRE POLICE**

- (a) Received – Alerts:
 - (i) Notification that the Police & Crime Commissioner has launched a refreshed version of his Police & Crime Plan.
 - (ii) Business alert – re: a distraction burglary at a service station in Woolston.
 - (iii) Warning of thefts of vehicle registration plates in Birchwood and Risley (business parks).
 - (iv) Warning of opportunistic thefts, e.g. from garden sheds, open garages and motor vehicles.
- (b) Received – Neighbourhood Policing Team Newsletter for Birchwood & Risley.
- (c) Received/sent – Correspondence re: advising the Police and Crime Commissioner where a suitable venue might be in Birchwood to have a table and A-frame board in order to informally meet local residents.

The shopping centre was suggested as a potential venue, or Birchwood College.

191/2014 **CHESHIRE ASSOCIATION OF LOCAL COUNCILS**

- (a) Received – Details of a ‘Health and Safety’ Seminar on 15th May in Northwich.
- (b) Received – Link to the Police & Crime Commissioner’s refreshed Police & Crime Plan.
- (c) Received – Details of an appeal by BBC Cheshire to find participants for a TV show.
- (d) Received – Details of Clerk’s vacancy in Daresbury.
- (e) Received – Newsletter – April 2014.
- (f) Received – Details of a ‘Digital Mapping for Local Councils’ workshop.
- (g) Received – Notification that the successful nominations for the 2014 Royal Garden Party are from Plumley and Wistaston Parish Councils.

192/2014 **PRESS ARTICLES**

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

193/2014 **PUBLICATIONS RECEIVED**

LGC – 27/03/14, 03/04/14, 10/04/2014

194/2014 **MEMBERS’ REFERRALS MADE VIA THE CLERK PRIOR TO THE MEETING FOR CONSIDERATION AT THIS COUNCIL MEETING**

There were no Member’s referrals prior to the publication of the Clerk’s report.

195/2014 **CURRENT PLANNING APPLICATIONS FOR COMMENT AND OBSERVATION
AND OTHER RELATED PLANNING ISSUES**

(a) **Warrington Borough Council**

- (i) Received – Notification re: the Planning Application Sub-Committee meetings on 2nd April 2014 and 23rd April 2014. There were no items of specific relevance to Birchwood on the agendas for discussion.
- (ii) Received – Notification re: the Development Management Committee meetings on 3rd April 2014 and 24th April 2014. There were no items of specific relevance to Birchwood on the agenda for discussion.
- (iii) Received – Details of the Adopted Constitution – planning and other applications.
- (iv) Received – Information (following the Parish Liaison meeting) re: different types of planning applications.

196/2014 **ENFORCEMENT CASES**

Lists of enforcement cases recently opened/closed have been received.

197/2014 **PLANNING DECISIONS**

- (a) Application No. 2014/23214 17 Dove Close, Birchwood. 42 day householder prior approval: Proposed single storey rear extension to extend 4m from rear wall. Max. height of extension 3.9m and height of extension to eaves to be 2.25m. **Prior approval not required**
- (b) Application 2014/23007 Land at the corner of Daten Avenue and Warrington Road, Risley. Advertisement consent for a proposed totem sign. **Approved with conditions**
- (c) Application No. 2014/23346 Land to the rear of Spencer House, Dewhurst Road.. Discharge of condition – application for approval of details reserved by conditions 5 (landscaping scheme) following previously approved application 2013/21632. **Condition part discharged/part not discharged**
- (d) Application No. 2014/23288 15 Carrington Close, Birchwood. Lawful development certificate (section 192) – Proposed single storey side extension to existing kitchen. **Approved**
- (e) Application No. 2014/23224 17 Darnaway Close, Birchwood. Proposed single storey rear/side extension. **Approved with conditions**
- (f) Application No. 2014/23209 17 Dove Close Birchwood. Single storey side and rear extension. **Approved with conditions**
- (g) Application No. 2014/23166 2 Elton Close, Birchwood. Proposed two storey side extension, front porch and relocation of existing garage. **Approved with conditions**
- (h) Application No. 2014/23303 McDonalds Restaurant, Benson Road. Proposed 4 sqm extension to provide a new manager's office. **Approved with conditions**
- (i) Application No. 2014/23495 Bridgewater Place, 305 Birchwood Park. Application for approval of details reserved by condition 4 (transport provision) following previously approved application 2013/22569. **Condition part discharged/part not discharged**

198/2014 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/

Certain applications are not Planning Applications and therefore there is no statutory opportunity to allow 21 days for comments. Such 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.

- (a) Application No. 2014/23537. 7 Dunley Close, Birchwood, WA3 6UH. Proposed extension to front creating a new kitchen and cloakroom off the new hallway.
- (b) Application No. 2014/23569 Genesis Centre, Garrett Field, Birchwood, WA3 7BH. Proposed formation of additional car parking within the site boundaries of an existing office development. (New car parking spaces are to be formed through construction of new areas of hard standing and also by demarcation of additional parking spaces on existing hard standing).

Councillor Balding stated that he is concerned that if more parking spaces are created then more vehicles will come into Birchwood, creating further congestion.

Councillor Bowden stated that he believes the application recognises a situation that already exists and that rather than attracting more vehicles it will address some of the current local issues where cars are parking on local roads because there are not enough spaces at their workplace for them to park.

Councillor Fitzsimmons proposed that the Town Council supports the application in so far that it addresses some of the parking pressure in the locality. However, he said that we should mention the issue of potential further congestion in the correspondence.

Councillor Nelson agreed that we should support the proposal in principal.

The Clerk stated that normally there would be a travel plan available with a planning application. She asked whether Members would like her to enquire whether an S106 to improve underpass drainage near the fire station could be attached to the application as some of the employees on the site use that route to work.

Members agreed that the Clerk could make enquiries regarding a potential S106.

Action Clerk's office to send comments/enquiry to the Planning Department as detailed above.

199/2014 PAYMENT OF ACCOUNTS

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

This part of the meeting concluded at 7.45pm.