

**MINUTES OF THE MEETING OF BIRCHWOOD TOWN COUNCIL**  
**HELD AT PARKERS FARM COMMUNITY CENTRE, DELENTY DRIVE, RISLEY**  
**ON TUESDAY 27<sup>TH</sup> MARCH 2018**

**Present:** Councillor Ellis in the Chair  
Councillors Allman, Atkin, Bowden, Breslin, J. Ellis, Evans, Fitzsimmons,  
M. Hearldon, T. Hearldon, Nelson, Reeves  
  
Clerk – Mrs. F. McDonald  
Deputy Clerk – Mrs. C Caddock  
Business and Finance Officer - Mr. G. Crowe  
  
Dawn Taylor, Gypsy and Traveller Liaison, Cheshire West/East, Warrington  
and Halton  
Sgt Stuart Gibbard, Cheshire Police  
PC Gareth Frith, Cheshire Police  
  
2 residents

**Apologies:** None

**Councillor Fitzsimmons proposed, Cllr T Hearldon seconded and it was resolved that: The Minutes of the Council Meeting held on 27<sup>th</sup> February 2018 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.

*Councillors Allman and Evans – the Friends of Birchwood Forest Park*

*Councillors Allman and Evans – Oakwood Community Association*

*Councillors Allman, D. Ellis and Nelson – the Youth & Community Centre Committee*

*Councillors Atkin, Bowden, D. Ellis and T. Hearldon – Birchwood Carnival Committee*

456/17-18 **LOCKING STUMPS BY-ELECTION**

The Locking Stumps by-election took place on 15<sup>th</sup> March 2018. Councillor Julia Ellis was duly elected.

Councillor J. Ellis visited the office on 21<sup>st</sup> March 2018; during this visit she signed The Declaration of the Acceptance of Office in the presence of the Clerk.

The Chair, Members and Officers welcomed Councillor J. Ellis to the Town Council.

457/17-18 **PUBLIC PARTICIPATION**

(a) **Police Monthly Update**

PC Gareth Frith had emailed a brief report to the Council earlier in the day, relating to occurrences reported to Cheshire Police during March 2018, as follows:

**Burglary, theft from motor vehicle, theft of motor vehicle**

There have been no instances of domestic burglary this month.

There have been no instances of burglary other than in a dwelling.

There has been one instance of theft from motor vehicle, and no theft of motor vehicle.

### Anti-social behaviour

There have been a number of low level anti-social behaviour incidents, however there are no patterns or repeat perpetrators identified as yet.

Police are working with staff at Birchwood High School and Birchwood Shopping Centre to support them in their efforts when instances have occurred there.

### Traffic management

Speed enforcement has taken place this month; PCSO Bingham has taken the camera out on Ordnance Avenue. The Town Council will be updated as to the results of this.

### Other incidents of note

One particularly problematic address in Birchwood has seen the occupant served eviction papers by Your Housing, following a multi-agency meeting between housing, police and social services to determine how to deal with the increase in assaults and anti-social behaviour emanating from the property.

Concerning the issue of abandoned trollies around the estates bordering the shopping centre and raised by Councillors, a stepped approach plan of how to deal with perpetrators has been proposed:

*“A Community Protection Notice (CPN) can be issued by Police, Designated Council Officers and Designated Housing Officers (unsure how many /if any have been designated these powers by the local authority). A breach of a CPN can be dealt with via the issue of a Fixed Penalty Notice for both individuals and businesses.”*

(The Town Council does not have any Officers trained to deal with such issues.)

*“Before a Community Protection Notice can be issued it is important that the following process is adhered to:*

- 1. Meeting with perpetrator to discuss issues raised , the possibility of a CPN and to be given a verbal warning about future conduct*
- 2. A CPN warning letter giving the perpetrator notice not to continue their anti - social behaviour*
- 3. A CPN is issued detailing the consequences of breach of the notice.*
- 4. If CPN breached then a fixed penalty is issued.”*

Councillor D. Ellis said that he has been led to believe that there needs to be a complaint made by the owners of the trollies before any action can be formally taken.

PC Frith stated that the CPN is issued due to persistent anti-social behaviour - there does not have to be any complaint as such, saying that trollies have been stolen; the fact that a perpetrator is continually taking them is sufficient to issue a CPN. He added that often a first meeting with a perpetrator is enough to stop the offence from recurring.

The Police representative who put together the proposed plan also stated: *“I have offered (and would suggest) holding a multi- agency meeting (as mentioned at point 1 above) with any identified repeat perpetrator. If living in Registered Social Housing (Your Housing in that area I would assume?) then they should also be invited. I am happy to arrange /chair that if helpful.”*

Councillor D. Ellis said that enforcement needs to be seen to be happening. He suggested that the Police should go out with the Trolley Angels, who would be able to help them identify some of the addresses where trolleys are often to be found.

PC Frith said that a chance has to be given to people to amend their behaviour before formal enforcement action is taken against them.

Councillor D. Ellis said that he would give PC Frith contact details for the Trolley Angels so that they can liaise with them regarding this matter.

**Resolved:** Councillor D. Ellis to give PC Frith the contact details for the Trolley Angels.

In addition to the items listed above, Warrington Borough Council is undertaking work and involving the Police, when available, in relation to fly-tipping and scrap metal collection/merchants. They have already outlined Silver Lane as an area of greatest interest in relation to fly-tipping, and they are keen to prosecute wherever possible.

Councillor Nelson raised the ongoing problems of fly-tipping at the layby on the left on the approach to junction 11 of the M62.

Councillor Bowden said that when the future extended dualling of Birchwood Way takes place, the layby will 'disappear' as the land will be needed as part of the road widening plans.

Councillor D. Ellis asked whether the Police could help regarding another ongoing issue, regarding an abandoned van in Strawberry Close.

Sgt Gibbard said that if the van is on private land, the Police are powerless to act. He said he would ask Your Housing Group if it is on their land; in which case it would be up to Your Housing to arrange for its removal.

Members thanked Sgt Gibbard and PC Frith for attending the meeting.

(b) **Dawn Taylor, Gypsy and Traveller Liaison**

Dawn introduced herself and confirmed that she works with a number of Councils on matters relating to Gypsies and Travellers.

She confirmed that there is currently an encampment on Silver Lane and that of these families four caravans remain in situ as there are some ongoing health issues, however it appears that the larger group that joined them are causing some issues.

Dawn stated that since January 2016 there had been 40 encampments; 13 on Council land and 27 on private land and that during 2017 there had been 254 encampments in Cheshire. She added that Silver Lane is a problem because both Biffa and the general public have a right to access.

Councillor Bowden said that it had taken a Biffa tanker more than five minutes to get down the access road and that on occasion drivers have refused to go down the road for fear of intimidation.

Warrington is an attractive area as it is just off the motorway network, with Chester and Ellesmere Port experiencing similar situations.

Halton does have a transit site; however, as some travellers do not wish to pay they will find alternative locations.

Dawn then confirmed that vehicle registrations are recorded in order to monitor their movements between sites and visits are made to the encampment daily which means that they, as Liaison Officers, get to know the families.

Councillor Atkin said that in the last few years the metal barrier has been vandalised, with travellers gaining entry, and people have witnessed this happening because it is so blatant. He added that residents are concerned that the matter is not being dealt with and that they appear to be outside the boundary of the law.

Dawn responded to Councillor Atkin's concerns by saying that unfortunately any witnesses that had come forward had not seen enough in order to be able to ID a person for it to then go to Court.

A local resident commented that he believes retractable bollards would be successful in preventing access to the site and that he would be happy to provide any relevant technical drawings free of charge.

Members commented that from the public perspective it looks as though nothing is being done.

Councillor Atkin enquired if there was any means of surveillance which could be utilised in order to identify the perpetrators.

Dawn said that ANPR/CCTV has been discussed; however, there is no available infrastructure to link it in to.

She then added that Warrington Borough Council is working towards getting a transit site up and running which will then enable the Council to direct travellers to a suitable pitch. If they refuse this they have to leave the area. The maximum amount of time a traveller can stay on one of these sites is 13 weeks, although most sites operate on a 2-4 week maximum. Travellers pay £12.25 per night which gives them access to toilets and drinking water as well as allowing them access to health services, education etc., whilst bringing in some revenue to the Council. These sites are monitored by CCTV and each pitch can take 2 caravans.

A local resident expressed concern that local people will have to forfeit land to people that, in his opinion, disrespect the law. He commented that they cause devastation and destruction.

A query was raised with regards to what would happen if a transit site is up and running and a traveller family with a baby refused to go to that site.

Councillor Bowden replied that if there is a transit site available, the Police could use the Criminal Justice and Public Order Act Sections 62A to 62E to move them out of the area.

However, at present, the Police take a view about the proportionate use of their powers, acknowledging that they sometimes have to recognise when there are special circumstances within traveller groups.

Councillor D. Ellis enquired about the progress of the transit site, mentioned earlier.

Dawn confirmed that a meeting of the Task Group will be taking place in the next few weeks and that Warrington Borough Council has allocated funding for such a site.

A resident enquired why there is no transparency regarding the proposed locations of a transit site.

Councillor Bowden commented that this was a fair question, and replied that the Group has considered around 300 possible locations and that if this had been shared early on, there would have been 300 campaigns against the sites. He added that the locations have been fully considered, bearing in mind potential local impacts.

The Task Group is working towards putting together a shortlist of preferred sites which will then be made available.

A resident expressed concern about potential loopholes which may prevent the transit site from working in the way it is being presented.

Councillor Bowden reiterated that once a transit site is in place the Police have the power to use the Criminal Justice and Public Order Act Sections 62A to 62E to move travellers out of the area if they refuse to use the site.

Dawn added that in Halton, last year, there were 17 unauthorised encampments reported. However, once the Police arrive they are either moved on within a couple of hours or have moved to the transit site. She added that, ideally, traveller groups could book on to the transit site in advance if they know they will be 'passing through' an area.

Members thanked Dawn for attending the meeting.

(c) **Questions from the Public**

A query was raised with Members regarding litter on the main routes within Birchwood.

The Clerk reported that she has been informed by the Borough Council that two bins would be located in the layby on the way up to the M62.

It was also reported that the Town Council's maintenance team has a work rota each week which covers items such as litter-picking, including the residential streets and the 'main roads' such as Glover Road, Admirals Road, Gorse Covert Road, Dewhurst Road, etc. In addition, the entire length of Birchwood Way had been litter-picked by the Borough Council, within traffic management, recently.

Councillor T. Hearldon enquired about Leacroft Road, stating that it was a mess, strewn with litter.

Councillor D. Ellis stated that as this area is located on a business park and the Town Council's resources are paid for by residents, the team does not litterpick in that area (with the exception of the footpath leading from Fisherfield Drive to Leacroft Road), it is the responsibility of the landowner.

He then suggested to Members that a meeting be arranged with Borough Council Officers to discuss this, and other items such as: litter on the main routes, flytipping, hedgecutting/landscaping, highways – potholes and speed limits and partnership working i.e. can it be improved to make better use of time and be more effective?

Councillor D. Ellis reminded Members that we had requested a schedule of work which the Borough Council had undertaken in Birchwood and that whilst this information had been provided, it was not very specific.

He also commented that there is a belief that some of the speed limits in Birchwood are too high, for example Birchwood Park Avenue is predominantly 50 mph whereas Woolston Grange has a maximum speed of 40 mph.

Councillor Reeves commented that it is not clear what the speed limits are on Birchwood Park and that it would be useful to have repeater signs, particularly around Faraday Street where there have been several near misses.

Councillor T. Hearldon stated that there is a speed limit sign at the junction of Admirals Road/Chatfield Drive which looks to have been turned around to face the wrong way.

**Resolved:** That a meeting be called with Borough Council Officers to discuss some of the various issues listed above.

#### 458/17-18 LEAKING WALL ADJACENT TO FIRE STATION

At the February meeting a resident raised the issue of ice that forms across the footpath by the fire station in freezing weather when water seeps through a damaged wall on the opposite side of the fire station entrance road where there is a large dip which creates a natural pond in wet weather.

When the water reaches a certain height, it seeps through a low wall and runs across the grass and footpath. When the weather is very cold, this ices up, creating a slip hazard.

The Clerk reported that a representative from the Woodland Trust, Mr. Oxley, has been out to look at the issue and met our Senior Maintenance Operative on site. He has also spoken to Councillor Atkin who was passing when he was on site.

Mr. Oxley acknowledges there is a problem. At present the water levels are too high for it to be dealt with.

Once there is drier weather and the water has gone down Mr. Oxley will arrange for there to be work done to the wall, which will include adding a waterproof membrane and repair work/repainting of the bricks.

Mr. Oxley is also liaising with Warrington Borough Council to see if there are any drains close by that water could possibly be diverted to. There are none showing on the Woodland Trust maps that they currently hold.

The Clerk reported that she had left a message for the resident to contact her in order that she can provide an update.

She also reported that one of the grids located in the underpass was overflowing and that this has been reported to Warrington Borough Council.

459/17-18 **QUERY RE: RESPONSIBILITY FOR SOME DRIVES AND ACCESS PATHS IN AN AREA OF OAKWOOD**

The Clerk reported that this remains ongoing; it had been chased once again for a response from the Borough Council. The lack of a response is disappointing.

460/17-18 **POT HOLES**

The Clerk reported that three temporary patch repairs had been carried out with regard to the potholes located at the junction of Lords Lane and Glover Road, however, we do not yet have a time frame regarding when the permanent repair work will take place.

There is no further update regarding the potholes at the junction of Glover Road and Hawkshaw Close.

461/17-18 **UNDERPASS LIGHTING**

The Clerk reported that work is ongoing regarding the installation of the new lighting units in the underpasses in Birchwood.

Councillor Evans commented that the lighting levels are much improved.

462/17-18 **FOOTPATH MAINTENANCE**

Four footway defects on a footpath between Smithills Close and Kelvin Close were identified by the Borough Council, which have now been repaired.

The resident sent a note of thanks.

463/17-18 **ANTI DOG FOULING STICKERS**

The Clerk stated that the Borough Council has provided us with 'anti dog fouling' stickers to put on lighting columns whilst the maintenance team is out around the area, starting with the areas where we know the problems are the worst and then covering other areas of Birchwood.

Residents can report any issues of dog fouling on 01925 443322 or via the following web link <http://www.warrington.gov.uk/report>.

464/17-18 **FLY TIPPING**

The Clerk reported that she had been notified that Warrington Borough Council has a huge backlog of flytipping reports and that she had been informed that unless there is likely to be any evidence or available intelligence which would help to secure a prosecution it is unlikely that the Borough Council would investigate.

She added that due to the number of concerns and complaints being raised by residents she had taken a view that perhaps the Town Council should remove items wherever possible photographing the items in situ first and then reporting them to the Borough Council, for recording purposes, on their online form.

Members commented that, as a lot of the flytipping occurs on Your Housing Group's land, they needed to be made aware of the extent of the problem, with photographic evidence where possible.

Councillor D. Ellis enquired if the Town Council can re-charge Your Housing Group.

Councillor Bowden replied that it would probably have to be the Borough Council which

re-charges as the Town Council has no statutory powers to be able to do so and confirmed that he will make some further enquiries.

Councillor Atkin said that we have been through this many times before and the situation has not improved. The only thing that has changed is that the Town Council is being asked to do more.

After much discussion, Members requested that a letter is sent to the Chief Executive of Your Housing Group requesting a meeting to discuss the concerns that they have.

The Clerk was asked to draft a letter/email for consideration by Members prior to sending.

**Resolved:** The Clerk to draft a letter to the Chief Executive of Your Housing Group requesting a meeting.

**Resolved:** Cllr Bowden to make enquiries with WBC with regards to re-charging for removal of flytipping.

#### 465/17-18 **YOUR HOUSING GROUP**

The Clerk reported that she has been advised that there has been a restructure at Your Housing Group and that there are now two Property Agents for Birchwood; Anne Kirkham and Lynne Pennington.

She asked if Members would like her to arrange a meeting with them.

**Resolved:** To try to arrange a meeting with Your Housing Group representatives.

Councillor J. Ellis wondered who scrutinises Your Housing Group in all areas. She added that there seems to be little incentive for them to have to do the things they should be doing.

Councillor Bowden said that it seems that scrutiny of their responsibilities, regulated by the Home and Communities Agency, appears to be limited to the provision of housing and their financial dealings. All the ancillary and community services Your Housing Group used to offer have either already gone or are slowly being removed.

Councillor Evans asked if a walkabout could be arranged with Your Housing Group representatives.

Councillor T. Hearldon commented that issues raised on the walkabouts are rarely progressed or resolved.

Councillor Fitzsimmons commented that in his experience there have been several matters that have been resolved following some of the previous walkabouts.

**Resolved:** Clerk's office to try to arrange a walkabout with Your Housing Group representatives.

#### 466/17-18 **WARRINGTON BOROUGH COUNCIL**

- (a) The Clerk informed Members that Warrington Borough Council hopes to commence grass cutting mid-April and that she is currently liaising with the Borough Council regarding the delivery of the mowers.
- (b) The Clerk reported that a number of local volunteers, under the guidance of a Borough Council Ranger, had carried out some clearance work within the Walled Garden. Councillors D. Ellis, Evans and Allman had also taken part.

467/17-18 **MEMBERS' REFERRAL FROM FEBRUARY MEETING**

At the February 2018 meeting a discussion took place regarding Your Housing Group's termination of the Scheme Manager Role for Rendlesham Close (in September 2017) and the end of the contract with Community Voice which provided the warden call alarm; following some concerns having been raised by a resident.

As requested, the Clerk's office attempted to send emails to Your Housing Group regarding the above.

The correspondence sent to the general email address; given on the website, keeps bouncing back (we have tried sending the email on three separate occasions). The message we receive states: "[info@yourhousinggroup.co.uk](mailto:info@yourhousinggroup.co.uk) The recipient's mailbox is full and can't accept messages now. Please try resending this message later, or contact the recipient directly."

We have also sent the same email to a different address, which deals with housing for older residents. A reply is currently awaited.

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

468/17-18 **WARRINGTON BOROUGH COUNCIL**

- (a) Sent – Email re: litter in and around Birchwood and Warrington more generally. This was discussed earlier in the meeting (see Minute 457/17-18 (c)) when it was resolved that that a meeting be called with Borough Council Officers to discuss various issues; including litter and flytipping.
- (b) Sent – Email re: ongoing misuse of public litter bins in Locking Stumps – asking for the Borough to investigate. The Borough Council has advised that the enforcement team are looking into this matter to see if this is something they can assist with.

The Clerk stated that a reply has been received stating that whilst they understand the issues being caused, legal services has advised, “. . . *that they believe it would be difficult to justify formal action / prosecuting people for what is actually putting waste in a bin. It is therefore difficult to prioritise this as an issue when the Team are already so busy.*” The reply also states that, “. . . *to undertake investigations into 'who' is putting domestic waste in the bins requires the local authority to obtain magistrates sign off on any undercover surveillance. Plus we would be unlikely to obtain this authorisation on the basis that any alleged offence would not justify the proportionality of surveillance anyway.*”

However, if at any stage the person putting their domestic waste in the public bins, (which leaves them too full for other residents to put waste in when passing) can be identified, the Borough Council will write or visit to discuss the issue with them.

- (c) Received – information regarding some additional surveys planned to take place in the autumn relating to HS2 Phase 2B Western Route.
- (d) Sent – details of ongoing complaints that have been received and noticed on social media regarding an abandoned vehicle on Strawberry Close. The Borough Council, the Police and Your Housing Group have already been contacted regarding this issue. Councillor Ellis is also assisting with this matter.

- (e) Received – Traffic Notice re: road closures in Warrington Town Centre on 20<sup>th</sup> March, re: the event being held to mark the 25<sup>th</sup> anniversary of the Warrington bombing.
- (f) Sent/received – emails relating to the roadworks at the junction of Admirals Road and Chatfield Drive. Councillor Atkin has asked if the Borough Council can ensure that a safe crossing point is maintained at all times. He has received reports that all means of crossing from Chatfield Drive across Admirals Road are being simultaneously blocked at times; which is an unacceptable risk to pedestrian safety.

Councillors Atkin and Bowden have liaised with the Borough Council regarding this matter.

Councillor Atkin has received Planning Enforcement Ref: ENF/18/06728: Former Plunkett School, Street Record, Admirals Road, Birchwood, Warrington, Description: obstruction to highway from construction works.

Councillor Bowden has been advised that the Streetworks Team will visit this morning (27<sup>th</sup> March 2018) to review the traffic management arrangement, particularly in relation to pedestrian management.

- (g) Received – Details of a survey on arts and culture provision in Warrington. The closing date is 6<sup>th</sup> April 2018.
- (h) Received – Details of the Borough’s consultation re: Hackney Carriage/Private Hire Licensing Policy (this closes on 30<sup>th</sup> April 2018). *Councillor Nelson declared an interest as she is currently the Chair of the Licensing Committee.*
- (i) Received – Poster from Neighbourhoods in Warrington re: Community Initiative Fund Grants available from £50 to £3,000. Published on our Facebook page and notice boards.
- (j) Received – Flyer from Neighbourhoods in Warrington East Area – details of ‘Tea, Coffee, Toast and Chat’ mornings taking place at Oakwood Community Centre, from 11.30am to 12.30pm on 24<sup>th</sup> April, 1<sup>st</sup> May and 8<sup>th</sup> May. Published on our Facebook page and notice boards.
- (k) Received – Minutes of the Oakwood Community Association Meeting of 5<sup>th</sup> March. The next meeting (the AGM) will take place on 9<sup>th</sup> April 2018.

#### 469/17-18 **MISCELLANEOUS CORRESPONDENCE**

- (a) Received – Various update/information emails from Warrington Voluntary Action.
- (b) Received - Various LGC briefing emails.
- (c) Received – From Local Council Public Advisory Service – details of a Review of Ethical Standards in Local Government. The consultation closes on 18<sup>th</sup> May 2018.
- (d) Received/sent – email correspondence with a resident re: Your Housing Group charges and the Birchwood Town Council portion of the Council Tax.

A reply was sent, offering the dates and times of the Town Council and Tenant’s Association meetings and also detailing the main types of work and services that the Town Council undertakes – this was also posted on our Facebook page as information for other residents.

- (e) Received/sent – email correspondence with a resident who had a number of queries – most of which require answers from the Borough Council. Officers answered the parts of the queries that we could. The resident has contacted the Borough Council and has been advised which Borough departments their various concerns have been passed on to. Subsequent information has been sent to the resident regarding work being undertaken by BT at Oakwood Gate.
- (f) Received/sent – Email correspondence with a resident re: covenants in an area of Locking Stumps relating to caravans being parked outside properties. The resident has been advised that the Town Council has no powers in relation to disputes or communication regarding residential covenants. These are classed as civil matters. If the caravan is causing a health and safety issues, such as blocking sightlines, it was suggested that the resident might wish to contact the Planning Department at the Borough Council to see if they can offer some advice.
- (g) The Clerk reported that some correspondence has been received from Blackfriars Consultants, a company that had recently been retained by several local Parish Council’s to assist with their submissions regarding the Local Development Plan.

**Resolved:** Members do not wish to pursue this matter further.

470/17-18 **CHESHIRE POLICE**

- (a) Received – Various alerts from the Cheshire Police Alert System; including the FiRELiNK e-newsletter for March 2018 from the Cheshire Fire and Rescue Service.
- (b) Received – Invitation from the office of the Police and Crime Commissioner to a meeting at the Town Hall on 17<sup>th</sup> April 2018 and notes from the meeting held on 12<sup>th</sup> October 2017.

Councillor D. Ellis confirmed that he is to attend this meeting at which he will enquire about the progress that has been made with regards to the Smartwater Initiative.

471/17-18 **CHESHIRE ASSOCIATION OF LOCAL COUNCILS (CHALC), NATIONAL ASSOCIATION OF LOCAL COUNCILS (NALC), SOCIETY OF LOCAL COUNCIL CLERKS (SLCC)**

- (a) Received – ChALC weekly e-bulletins and details of training courses.
- (b) Received - NALC Chief Executive Bulletins.
- (c) Received – SLCC e-news bulletins

472/17-18 **PUBLICATIONS RECEIVED**

LGC – 08/03/2018, 22/03/2018  
 The Clerk – March 2018  
 SelectaDNA Newsletter – issue 21

473/17-18 **MEMBERS’ RFERRALS**

- (a) Councillor D. Ellis – Environmental Issues

This was discussed earlier in the meeting (see Minute 457/17-18 (c)) when it was resolved that that a meeting be called with Borough Council Officers to discuss various issues including litter on the main routes, flytipping, hedgecutting, landscaping, highways – potholes and speed limits and partnership working.

- (b) Councillor D. Ellis – Self-assessment questionnaire.

Cllr Ellis informed Members that he has put together a Self-Assessment Questionnaire for Members to complete, to see how well the Council is doing and what, if anything, could be done better.

He asked Members if this is something they would consider of benefit to the Council and, if so, they can complete it and return to the Clerk, anonymously if they wish.

**Resolved:** Members to complete and return self-assessment forms prior to the next Town Council meeting.

- (c) Councillor Atkin - Parking Chatfield Drive

A resident has contacted Councillor Atkin regarding ongoing issues relating to inconsiderate parking on Chatfield Drive, causing obstructions at crossing points for pedestrians, as well as issues for other vehicle users on what is a very busy road and a busy bus route. The resident has spoken to the high school about the issue (as they suspect it might be students or members of staff who are continuing to park where there are no double yellow lines).

This matter has been passed on to Warrington Borough Council and to the Police.

Councillor D. Ellis commented that perhaps the double yellow lines need to be extended.

#### 474/17-18 **CURRENT PLANNING APPLICATIONS FOR COMMENT AND OBSERVATION AND OTHER RELATED PLANNING ISSUES**

- (a) **Warrington Borough Council**

(i) Received – Documents for the Development Management Committee meeting that took place on 14<sup>th</sup> March 2018. There were no items specifically relevant to Birchwood on the main agenda. One of the documents includes: “*4.4 RECOMMENDATION 4; That further consideration is given to the referral process for applications that have to be brought to Committee as a result of Parish Council objections as well as Council related applications.*”

(ii) Received – Documents for the Development Management Committee meeting that will take place on 4<sup>th</sup> April 2018. There is one application specific to Birchwood on the Main Agenda for discussion at this meeting:

Application No. 2018/32045 Birchwood Community High School, Brock Road, WA3 7PT Proposed replacement of existing artificial sports pitch with new 3G pitch, new 15 metre high floodlights, 4.5 metre high fencing and steel storage container. This has an Officer recommendation for approval.

#### 475/17-18 **ENFORCEMENT CASES**

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

#### 476/17-18 **PLANNING DECISIONS**

- (a) Application No. 2018/31880 Fujitsu, Temple court, Daten Avenue, WA3 6GD. Retrospective application for the widening of the existing car park entrance to accommodate speed gates for staff vehicles entering and leaving site, the re-siting of 2 pedestrian crossings and relocation of existing barrier to a new location. **Approved with conditions**

- (b) Application No. 2018/31905 The Breeze, Kelvin Close, WA3 7BL. Non material amendment – proposed latin roof replaced with flat roof and full height glazed windows. **Approved**
- (c) Application No. 2018/31948 59 Woolmer Close, WA3 6TT. Proposed single storey side (part two storey) and single storey rear extensions. **Withdrawn**

#### 477/17-18 **PLANNING APPLICATIONS**

All plans can be viewed via:

[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 not Planning Applications; therefore there is no statutory opportunity to allow 21 days for comments, e.g: Non material amendment applications, Lawful development certificates (S192) and 28 day prior approval/determination applications. These types of applications are received on an information basis only.

- (a) Application No. 2018/32261 Atlantic House, Birchwood Boulevard, WA3 7WE. Retrospective application for the erection of 1 fascia sign.
- (b) Application No. 2018/32264 Atlantic House, Birchwood Boulevard, WA3 7WE. Retrospective application for changes to entrance canopy.
- (c) Application No. 2018/32171 (Lawful Development Certificate) – proposed improvements to Birchwood Way: Provision of left slip lane at the Blackbrook Avenue Junction. Addition of traffic signals at the College Place Roundabout and new pedestrian crossings and footpaths. New slip road from Oakwood Gate at Oakwood Gate junction.
- (d) Application No. 2018/32339 9 Fern Close, Birchwood, WA3 7NU. (Lawful Development Certificate) – proposed single storey rear extension.
- (e) Application No. 2018/32262 65 Applecross Close, Birchwood, WA3 6XB. (Lawful Development Certificate) – proposed removal of conservatory and erection of single storey extension to rear of house.
- (f) Application No. 2018/32194 23 Stonecrop Close, Birchwood, WA3 7PD. (Lawful Development Certificate) – proposed garage conversion.
- (g) Application No. 2018/32379 Exchange House, Kelburn Court, WA3 6UT. Proposed internally illuminated flex face box signs, utility sign, individual cut letters sign.
- (h) Application No. 2018/32436 751 Warrington Road, WA3 6AR. Proposed discharge of conditions 5 (details of position type and height of security gate) and 6 (tree report) on application 2016/28892.
- (i) Application No. 2018/32445 Ground Floor, 920 Birchwood Boulevard, WA3 7QS. Proposal to increase the parking for the offices at 910, 920 and 922 Birchwood Boulevard.

#### 478/17-18 **STRATEGY & ACTION PLAN UPDATE**

Members noted that the Town Council’s Strategic Plan 2016 – 2020 has been published on the Town Council’s website.

**This part of the meeting concluded at 7.55 pm.**