

**MINUTES OF THE MEETING OF
BIRCHWOOD TOWN COUNCIL, HELD AT
PARKERS FARM COMMUNITY CENTRE, DELENTY DRIVE, RISLEY
ON TUESDAY 27TH NOVEMBER 2012**

PRESENT: Councillor M. Hearldon in the Chair
Councillors Allman, Balding, Bowden, Evans, Fitzsimmons, L. Hearldon,
T. Hearldon, Lines-Rowlands and Nelson

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

Apologies were received from Councillors Higgins and Spencer and the Police representatives.

It was RESOLVED THAT:

The Minutes of the Meeting of the Town Council which took place on Tuesday, 23rd October 2012, 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.

511/2012 **RECESS**

Police Monthly Pledge Meeting and Update

There were no Police representatives available to attend tonight's meeting.

The Clerk reported that, as requested at the October 2012 meeting, she had forwarded a copy of data from a traffic survey regarding speeding vehicles on Locking Stumps Lane, on to PC Trentini.

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.

512/2012 **IVY SCREENING**

At the October meeting PC Trentini said the Police were not consulted about the installation of the ivy and were not in favour of it. He said emergency vehicles are impeded as drivers cannot assess if their exit is clear on approach to the roundabout to allow them to continue at emergency speed.

It was suggested by Councillor Fitzsimmons that the Town Council and the Police put together a joint piece of correspondence to the Borough Council asking for the ivy screening to be removed completely and the paint strips properly reinstated.

At tonight's meeting, the Clerk reported that she has been asked by Warrington Borough Council to put PC Trentini in direct contact with them, as the Borough implied that the Police had been consulted about the ivy screening and had not made any objections at the time.

Action Clerk's office to continue to liaise with the Police regarding the above.

513/2012 **CCTV COVERAGE**

The Clerk reported that we had received a copy of the CCTV footage. The vehicle registration number cannot be identified from the footage.

Councillor Balding sent stills from the footage to Birchwood Forum, asking if the matter could be raised with the Forum.

The Clerk informed Members that we have been asked to ensure that if the photographs are circulated, it is made clear that the perpetrators are 'suspected' of committing a crime.

The Clerk added that the photographs have not been sent to the waste disposal company that collects the skip and disposes of the waste, but they have been referred to in our correspondence with them.

514/2012 **SILVER LANE**

(a) **Travellers**

At the October meeting, Councillor Fitzsimmons reported that he had received complaints from residents regarding the influx of travellers on to Silver Lane, near the Noggin.

A number of Members stated they had received reports of residents being intimidated; PC Trentini who attended the October meeting said that he was not aware of the reports.

Since the October meeting a copy of an email sent to Councillor Fitzsimmons by a local resident regarding the matter was forwarded on to PC Trentini for information.

(b) **Stopping up of Silver Lane**

The Clerk reported that we have received a diagram of the proposed stopping up point on Silver Lane and we have been copied in to various responses from a number of interested parties regarding the matter.

One of the points of concern is that a compromise may have to be made regarding allowing parking spaces for people who want to visit the site for recreational purposes, whilst at the same time making the space available unattractive to travellers.

The Clerk stated that she had suggested the installation of a height barrier that vehicles requiring access to the site for operational purposes would have a key to and which cars but not caravans could get under. However, the Borough has said as part of the site is to have a bridle path there needs to be access available for horseboxes, therefore a height barrier would not be practical.

515/2012 **ADOPTION OF NEW CODE OF CONDUCT/REGISTER OF INTERESTS**

The Clerk informed Members that there is still one Councillor from whom we have not yet received the completed new Register of Interest documents. All others have been published on our website as required by law. As the Councillor was present at tonight's meeting he was asked to supply the completed documents as a matter of urgency.

We are waiting for the final document before taking the complete set to the Monitoring Officer.

Another query relating to this has been raised with Ian Mason, Head of Legal Services with the Borough Council. This is regarding the possibility of Councillors in England potentially having a 'declarable pecuniary interest' when setting the precept, as many of them reside in the Parishes that they represent. This could prevent them from being able to take part in setting a precept.

The Clerk stated that it is likely that Councillors may have to complete a dispensation form, which would be applicable for four years to allow Members to set the budget in their own Parish. We are currently awaiting further clarification from Ian Mason.

516/2012 **POWELL AVENUE**

(a) **Underpass Drainage Issues**

The Clerk reported that a grit bin has now been installed at this location. She added that she has asked for an update regarding the grids flooding and water seeping across the subway walls and across the walkway.

The Clerk also sent an email to Colin Jenkins in which she stated that she believes a response from the Borough to the resident who first raised the issues relating to this matter is long overdue.

Mr. Jenkins acknowledged that he needs to formally respond to the resident. We are still awaiting an update from him as to whether the landscaping work has been done.

Councillor Balding wondered if the implementation and design of the new cycleway and footpath improvements, which appear to finish at Powell Avenue, would be designed so that the underpass is resurfaced and designed so that it would be ice free.

Action Clerk's office to continue to liaise with the Borough Council regarding this matter.

(b) **Additional Issues on Powell Avenue**

The Clerk reported that a resident had visited the office to raise a number of concerns relating to Powell Avenue and the underpass.

- (i) Vehicles (unknown) but which were not Town Council vehicles had churned up the grass verges on both sides of the underpass.

The Maintenance Team went out and flattened the verges; adding wood chippings to try to soak up the water and make the area less muddy. Within a few hours another vehicle had driven over the area again causing similar damage once more.

The Clerk stated the Borough was asked if the verges could be replaced either with gravel or tarmac, but they replied that they do not have funding available for this.

- (ii) Vehicles are using spaces at the bottom of Powell Avenue for parking (it is assumed they owners work on the business park).

Two PCSOs were in the office when the resident mentioned this and confirmed there are no parking restrictions in this area so the vehicles are not parked illegally. They are not causing any obstruction where they are parked. The Clerk asked the Police to confirm in writing that there are no restrictions that they can act on in this area.

- (iii) A kerb stone was damaged, allegedly by a Borough Council contractor's vehicle.

The Clerk reported that she asked the Borough Council to look into this matter. The kerb stone has been replaced.

- (iv) The resident believes that a Veolia bin wagon is parking up on Powell Avenue and crushing the waste whilst parked there, causing unwelcome noise.

The Clerk has contacted Veolia and asked them to look in to this matter.

517/2012 **FOOTPATH OWNERSHIP**

The Clerk reported that this matter remains ongoing. We still do not know who owns the path from the underpass to Chadwick House, which is on private land.

The Clerk stated that she has contacted the Land Registry which has suggested that the Town Council either sends in postal applications or registers as an E-Business Services Customer (which is a quicker and cheaper option). However, the E-Business Services will involve individuals being set up as authorised users and having ID's and passwords to access the system.

The telephone ordering service will cease from 17th December 2012.

The Clerk stated that Officers have discussed the options and believe it might be better to use the postal applications option as there is less potential for banking mistakes that could possibly occur if a variable direct debit is set up.

Members agreed with this assessment of the options.

518/2012 **JOINT POLICE/TOWN COUNCIL SURGERY**

These surgeries currently take place, the third Saturday of each month (except August) in the Community Corner in the Encounter Café, from 10.30am to 12 noon.

Councillor N. Balding attended the surgery on 17th November 2012; no one had any matters of concern to raise with him; one person popped in to say 'hello'.

Councillors L. Hearldon and M. Hearldon will be attending the surgery on 15th December 2012.

We have still not received a reply from Asda to our enquiry as to whether they have any space that could be used for the surgeries.

We did not receive a reply from Susan Spibey who was also sent the posters with a query as to whether they could be included on the Forum's new website.

519/2012 **PLANTERS**

The Clerk reported that the plaques have been put on the planters.

520/2012 **UPDATE ON PLANNING MATTERS**

- (a) **Application No. 2011/18954 Land adjacent to Carrington Close, Birchwood.
Application to establish land as Village Green.**

Councillors Fitzsimmons and Lines-Rowlands declared an interest

The Clerk stated that we were advised by John Lindsay at Warrington Borough Council that it was anticipated this would go to the Development Management Committee for consideration on 6th December 2012.

Councillor Fitzsimmons reported that he believes Defra has called for a public enquiry regarding this matter which is likely to take place in January 2013.

- (b) **Application No. 2012/19709 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 at the Development Committee Meeting which took place on 25th October 2012, a decision was deferred to allow a site visit to take place. We have received notification that this application will now be brought before the Development Committee Meeting scheduled to take place on 24th January 2013 as the applicant is in the process of completing/submitting additional noise/ecological information. A site visit will be arranged beforehand.

- (c) **Application No. 2011/19009 Prospect Farm, Prospect Lane, Rixton-with-Glazebrook. Proposed change of use to provide target shooting club with associated parking.**

- (d) **Application No. 2011/19014 Prospect Farm, Prospect Lane, Rixton-with-Glazebrook. Retrospective application for upgrade of existing track surface.**

Regarding (c) and (d) above; we do not yet have any further information as to when these two applications will be considered by the Borough Council's Development Management Committee.

- e) **Application No. 2012/20645 - Heathfield House Nursery, Birchwood. Proposed single storey extension to rear of building to replace outbuilding to provide 9 additional nursery spaces.**

The Clerk reported that we have been informed that this application has been withdrawn. We do not know when or if it will be resubmitted, although we have been led to understand that the proposed positioning of the parking provision was being reconsidered.

521/2012 **WILDFLOWER MEADOWS**

This was moved to Finance for further discussion.

522/2012 **BUILDING WORK/PLANTING AT BIRCHWOOD PARK**

At the October meeting the Clerk reported that, as requested, she has contacted Planning Enforcement at the Borough Council to 'double check' that all the agreed planting that was proposed on the plans between Birchwood Park and Powell Avenue is in place.

At tonight's meeting the Clerk stated that we have not yet received any information from the Enforcement department at the Borough Council regarding this matter.

523/2012 **RISLEY LIAISON MEETING/BIFFA WASTE**

The Clerk reminded Members that the next Risley Liaison meeting is scheduled for Tuesday 22nd January 2013, 4pm, Rixton Old Hall.

524/2012 **CORRESPONDENCE WITH MCDONALD'S RE: LITTER BINS**

The Clerk stated that, we have not received any response from McDonald's asking whether they are willing to sponsor additional litter bins in the area. She asked Members if they now wish for her to contact the Chair of the company in the United Kingdom.

Members concurred that they would like a letter to go to the Chair of the company.

Action Clerk's office to write to the Chair of McDonald's.

525/2012 **DEPARTURE OF LOCKING STUMPS PRIMARY SCHOOL HEAD TEACHER**

The Clerk reported that Mr. Littler had thanked the Town Council for their best wishes.

526/2012 **PEDESTRIAN CROSSING REQUEST - ADMIRALS ROAD NEAR CURLEW GROVE**

The Clerk reported that the Deputy Clerk had attended the Borough Council's 'drop-in' consultation for residents about proposals to improve links to and from the station and Birchwood Park, via Admirals and Dewhurst Road; which took place on 21st November at the Birchwood Youth and Community Centre.

The Borough Council has been asked whether there are any plans for pedestrian crossings as part of the improvement scheme.

The following reply was received from Craig Hunter, Senior Transport/Travel Planner at the Borough Council:

"As far as I am aware, I know of two potential pedestrian crossings which will be installed on Dewhurst Road. The first crossing is to be sited near to the recycling bay/bus stop at the rear of the shopping centre and the second crossing will be sited at the end of the footway near to Spencer house. Both of these crossings are to be funded by Section 106 developer contributions.

As part of the Local Sustainable Transport Fund (LSTF) Footpath/cycleway improvements in Birchwood we intend to install a crossing location somewhere between the junction of Dewhurst/Admirals Road and Admirals Road/Ordnance Avenue. However as we are yet to carry out a topographical survey and detailed design work on this section of the route it would be difficult to anticipate what type of installation the crossing would be and where the definite location would be.

However if you or any of the Town Council members have any suggestions for likely locations of the crossing please let me know and I can include it as part of the design process."

Members were given copies of the consultation questionnaire to complete and send back to the Borough Council if they so wished.

At the September meeting a resident had expressed a desire for a crossing, on Admirals Road, close to the junction with Curlew Grove. However, on other occasions we have received requests for a crossing close to the junction with Linnet Grove, so that people, especially children going to the high school, can then cross over to the spinal path, taking them behind the houses coming out near to the rear of Birchwood Medical Centre; avoiding the need to walk along Chatfield Road.

The Clerk stated that the Borough will consider requests for a crossing point, but cannot commit to anything; much will depend on the suitability of the locations and funding. The Borough will be undertaking topographical surveys over the next few weeks.

Action Clerk's office to contact the Borough Council in relation to the potential provision of a crossing on Admirals Road.

527/2012 **PARISH LIAISON MEETING**

The Clerk reported on the items that had been discussed at the recent Parish Liaison meeting. The documents from the meeting and those received since were copied to Members in their papers.

The Clerk stated that it was agreed at the meeting that there should be two Parish Liaison meetings per year, unless there was something of major significance that needed to be discussed by the Parish and Town Councils. The next meeting will take place on 14th March 2013.

528/2012 **GIVE WAY ROAD MARKING REQUEST**

At the September Meeting the Clerk reported that an enquiry has been sent to Warrington Borough Council – (following a request from a resident) as to whether ‘Give Way’ road markings could be painted on the road at the junction of Ashdown Lane/Killingworth Lane in Gorse Covert.

A response has been received recently from the Borough Council stating, “*I can confirm I have assessed the site concerned and do not consider the location appropriate for a give way marking. Guidance states give way markings should not be used on minor estate roads where traffic speeds are low and visibility is good. Having assessed the site I would confirm the road is a minor estate road, the current speed limit is 30mph and visibility is not restricted.*”

The Clerk stated that the resident is unhappy with this response. He has asked if the Town Council would be prepared to push further with regards to this matter. He disagrees that visibility is not restricted as it depends on the time of day. Sometimes cars park very close to the junction.

Members discussed that matter in some detail.

Councillor Bowden stated that the road is used as a cut through and is very busy at school dropping off and picking up times.

Members agreed to contact the Borough Council again regarding this matter.

Action Clerk’s office to contact the Borough Council again regarding this matter.

529/2012 **REQUEST FOR A REPLACEMENT SIGN ON COPPERFIELD CLOSE**

This was moved to Finance for discussion.

530/2012 **BIRCHWOOD STATION ACCESS FOR ALL PROJECT**

The Clerk reported that a stakeholder consultation meeting will be held on 11th December 2012 between 4pm – 7pm at Birchwood College.

531/2012 **BOROUGH COUNCIL RESPONSE TIMES**

At the October meeting, the Clerk stated that Officers are currently having difficulty in receiving responses from many of the Borough Council departments, even when they are chased up about matters.

A tonight’s meeting; the Clerk reported that she had mentioned this to the Deputy Chief Executive, Katherine Fairclough at the Parish Liaison meeting; who said she would follow the matter up.

532/2012 **ROAD NAMEPLATES**

The Clerk reported that we have been assured by the Borough Council that a number of nameplate Signs, including Redshank Land, Ordnance Avenue and Deanwater Close have been ordered and the suppliers chased.

533/2012 **PARKING ISSUES ON WARRINGTON ROAD AND CROSS LANE SOUTH**

At the October meeting, the Clerk reported that we had received an email from a resident of Warrington Road in Risley Village re: people from local businesses allegedly parking on the service road in front of their properties for the day and on occasions blocking their driveways. The resident asked for assistance in applying for a ‘residents only’ parking permit area.

As requested, after the October meeting, the Clerk’s office contacted the Borough Council to ask about the possibility of creating a ‘resident’s only’ parking zone in the service road area.

At tonight's meeting, the Clerk reported that parking is becoming more of an issue throughout the area. We are receiving more complaints from residents about people from the business park parking outside their properties (or on private car parks, as in the case of the Spar shop on Warrington Road) or on local roads, causing obstructions. Unfortunately not all the obstructions can be dealt with by the Police as some vehicles are parked where there are no traffic markings. The Spar shop car park is being used by up to five cars a day, leaving their customers with nowhere to park and causing issues for delivery wagons; the Police cannot act on this as it is private land.

We were copied in to an email from Melanie Cusick-Jones, Park Facilities Manager, MEPC who stated, in a reply to a resident that: *"As we discussed yesterday, there are a range of parking options on-site for our occupants to utilise: many of the companies provide parking to their staff directly and there are options for daily paid parking (from £5.00 upwards depending on the location) and there are spaces available daily (i.e. we are not at full capacity, which would prevent someone parking on-site if they chose to).*

It does appear from your experiences though that some people are opting not to use the facilities available and are parking in your residential area causing access problems. I have asked our security team to monitor the area of the park closest to your home, however, feel we will struggle to identify people parking near you, or encourage them to stop, as there is nothing official in place to discourage them or that we can enforce."

Councillors discussed the matter in some detail and concluded that it would be appropriate to arrange a meeting with MEPC, Warrington Borough Council Highways Officers, the Police and some of our Members, to discuss the issues. It was apparent to Councillors, from the reply above, that people are not prepared to pay for parking, even though it is available; possibly due to the seemingly high charges.

Councillor Bowden commented that the car park he uses at Rutherford House is also often full to capacity and cannot always accommodate everyone who wants to use it. This is not managed by MEPC. It might, therefore, be worth considering including other companies in discussions as well.

Members also noted that there are a number of offices on the site that have yet to be occupied which could further add to the problem in the future.

Action Clerk's office to contact the relevant parties to try to arrange a meeting regarding the above.

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

534/2012 WARRINGTON BOROUGH COUNCIL

- (a) Received – Details of proposed new footpath/cycleway improvements in Birchwood. A consultation event took place on 21st November at Birchwood Youth and Community Centre on Delenty Drive to discuss the proposals.
This was discussed earlier in the meeting (see Minute 526/2012).
- (b) Received – November Neighbourhoods Bulletin.
- (c) Received – Invitation to the Warrington Remembrance Service.
- (d) Received – Details of an alcohol awareness event (20th November).
- (e) Sent – Email to WBC, passing on a resident's compliments regarding the shrub cutting and clearance work that has been undertaken in Birchwood recently. The resident also thanked the Maintenance Team for their efforts in keeping the area clean and tidy.
- (f) Received – Information re: Welfare Reform Workshops in November/December 2012.
- (g) Received – Details of Healthy Weight Drop-in Sessions starting on 21st November, 5.30pm – 6.30pm at Birchwood Leisure and Tennis Complex.

- (h) Sent – Email to WBC asking for advice re: an email from a resident regarding tree and shrub cutting on Armstrong Close.

The Clerk reported that the work has been partially undertaken and the resident has asked for assistance in finding out when it will be completed.

Action Clerk's office to contact the Borough Council regarding the completion of this work.

- (i) Received – Details of some learning activities being offered by Warrington Disability Partnership in January 2013.
- (j) Received – Information regarding Private Fostering.
- (k) Received – Details re: Warrington Public Rights of Way Forum – 28th November.
- (l) Received – Poster re: recruitment to the Stronger Together Board for East Warrington. The Board is hoping to recruit a resident from the Birchwood Area
- (m) Received – East Area Board and Funding Group dates for 2013.
- (n) Received – Details of the 'Happy? OK? Sad?' mental health campaign.
- (o) Received – Invitation to the first 'Stakeholder Engagement Event' of the Local Sustainable Transport Fund project – 10th December, 2pm – 5pm at the Orford Jubilee Neighbourhood Hub. RSVP is requested by 5th December if any Member wishes to attend.

The Clerk stated that if Members wished to let us know if they can attend, we will pass on their details.

- (p) Received – Papers for the East Area Board Meeting which took place on 28th November 2012 at Culcheth High School.
- (q) Received - Details of the 2012 Warrington Residents Survey which is being sent to a random sample of 4,200 residents by the Borough Council. A copy of the survey was included.
- (r) Received – Details of how to obtain tickets for the 2013 Rugby League World Cup.

535/2012 **BIRCHWOOD FORUM**

- (a) Received – Details of a business fair (1st Nov.), Warrington Skills Commission business sector workshop (15th Nov.) and Atlantic Gateway Event (14th Nov.).
- (b) Received – Consultation details - 'Understanding the Future of Disabled Sport'.
- (c) Received – Notification that the Birchwood Forum website would go live on 14th November at the Atlantic Gateway event.
- (d) Received – Warrington Business News – November 2012 E-Newsletter.

536/2012 **MISCELLANEOUS CORRESPONDENCE**

- (a) Received – Letter from a resident re: overhanging trees on Dewhurst and Admirals Road. The reply detailed two Borough Council schemes taking place in Birchwood; which might address some of the problem areas. Mr. Phil Hargreaves from Frontis will ask for any overhanging branches that are Frontis' responsibility to be pruned back. The Frontis winter tree works programme formally starts after Christmas.
- (b) Received – From Royal Mail; notice of changes to services terms and conditions and 'Deliver' newsletter, Winter 2012.

- (c) Received – From United Utilities, details of some upcoming water pipe cleaning work being undertaken between November 2012 and July 2013.
- (d) Received – Poster re: an event taking place on Boxing Day at Thomas Risley Church between 2pm and 5.30pm for people who might be spending Christmas alone. For more details contact Allison Claxton 078111 382 38.
- (e) Received – Phone call from a resident re: green waste being dumped against and potentially damaging her fence on Swallow Close. The Maintenance Team removed it as Frontis and the Borough Council said it was not from work they have been doing in the area.
- (f) Received – ‘Parklife’ e-newsletters – 31st October, 5th, 14th and 27th November 2012.
- (g) Received – ‘WVA – Your News 29th October and 19th November e-newsletters, emails containing details of training courses taking place in November and an email containing details of a position for a ‘Volunteer Engagement Officer’. An additional update was received on 22nd November.
- (h) Received – Email from a resident suggesting the Town Council should share articles, etc. (particularly about nature in Birchwood) on Facebook and Twitter.

Members discussed the matter briefly. The Town Council does not have a Twitter or Facebook account, and Officers do not really have time to keep them updated or, perhaps more importantly, moderated.

With regard to promoting local nature matters, Members believe this is not really within our remit and is best left to other local organisations, such as Risley Moss Action Group (RIMAG) which has a website promoting Risley Moss Nature Reserve, the Friends of Gorse Covert Mounds and the Borough Council Rangers at the Forest Park.

- (i) Received – Christmas Service dates and times from Church of the Transfiguration, Oakwood and Thomas Risley Church. We will put these on the notice boards in December.
- (j) Received – Details of Birchwood Mall ‘Christmas Extravaganza’ (15th Nov.)
- (k) Received – Details of a Big Lottery Fund event, taking place on 29th November.
- (l) Received – Details re: the creation of the ‘Electrical Safety Register’ website. This register will be a searchable database of registered electrical contractors (although enrolment is voluntary). For further information visit www.electricalsafetyregister.com
- (m) Received – Notification that the Culcheth & Glazebury Parish Council Civic Service will be taking place on Sunday 7th April 2013.

537/2012 **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) People are being urged to stay safe in their own homes by saying a firm “NO” to cold calling doorstep traders. If you need advice about a doorstep crime incident contact Citizens Advice Consumer Service on 08454 04 05 06 or go to <http://www.adviceguide.org.uk/>

538/2012 **FRONTIS**

- (a) Received – ‘The Link’ newsletter – issue 8.
- (b) Received – Reminder re: walkabout (12th November).

539/2012 **SOCIETY OF LOCAL COUNCIL CLERKS**

- (a) Received – News Bulletin; including information re: a consultation on ‘Local Government Transparency: Code (for £200K Councils) to be a legal requirement’ and a article about Councillors (in England) needing Declarable Pecuniary Dispensations to take part in Precept decisions (which Ian Mason, Head of Legal Services at the Borough Council is looking into for us, in case it has implications that will affect Town Council Members).

The Clerk reported that the issue surrounding ‘transparency’ will require all Councils with an income of over £200,000 to publish details of any item that has cost £500 or over. There will be a formal layout for presenting this information.

Members were reminded that at a previous meeting, it was agreed once this becomes mandatory for local Councils, and the prescribed layouts have been received, the Town Council will comply by publishing the necessary information on its website.

- (b) Received – E-News Bulletin, 21st November 2012; including information on PAYE reporting in real time.

540/2012 **CHESHIRE POLICE**

- (a) Sent/received – News Bulletin, Birchwood – November 2012.
- (b) Received – Police advice note regarding a suspect vehicle in the area, registration CU51 EYG – a white tipper van, allegedly involved in the theft of scrap metal.
- (c) Received – Information regarding two vehicles – suspected of being involved in thefts from other motor vehicles in the Warrington East area; a black Ford Mondeo SX04 AUL and a white tipper truck S422 DOX

541/2012 **CHESHIRE COMMUNITY ACTION**

- (a) Received - Reminder about ‘The Queen Elizabeth II Fields Challenge’.
- (b) Received - Newsletter – December 2012.
- (c) Received - Reminder of how the Members’ section of the ChALC website can be accessed.

542/2012 **CHESHIRE ASSOCIATION OF LOCAL COUNCILS**

- (a) Received – Link to the Draft 2012 Annual Meeting Minutes and a presentation given at the AGM on ‘Council Tax and Local Precepts’.
- (b) Received – NALC E-bulletin. This includes links to various Policy Briefings (‘Technical reforms of planning appeals’, ‘CLG setting up new Town and Parish Councils’, ‘Improving local government transparency’) Legal Consultations (‘Staff Pensions’, ‘Members conduct and registration and disclosure interests (England)’) and Financial Briefings (‘New PAYE arrangements real time information’).
- (c) Received – Details of a ‘Landscape Wardens Event’ taking place on 2nd December in Bickerton.

543/2012 **PRESS ARTICLES**

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

544/2012 **PUBLICATIONS RECEIVED**

LGC – 25/10/12, 08/11/12, 15/11/12, 22/11/12
The Playing Field – Autumn 2012

545/2012 **MEMBERS' REFERRALS MADE VIA THE CLERK PRIOR TO THE MEETING FOR CONSIDERATION AT THIS COUNCIL MEETING**

Councillor Balding stated that he believed that some of the notices that we display on the notice boards on behalf of some local organisations might reach a wider audience if they were also displayed on the Town Council website, as some people may find it easier to access the website than get to one of the notice boards.

Councillor Balding suggested putting notices on the website and asked Members for their opinion.

The Clerk stated that we receive a lot of notices and posters, some at very short notice and it would be difficult to put all of them on the website in a timely manner. In addition, many of them advertise courses or events that are taking place outside of the Birchwood area. We do try to put those relevant to Birchwood on the boards, as long as they are appropriate for us to display.

We cannot advertise any businesses either on our boards or website.

Councillor Balding suggested being selective with the posters we choose to put on the website.

Members considered the idea and agreed that it would be worth trying.

Action Clerk's office to select appropriate posters to scan on to the website as we receive them.

546/2012 **CURRENT PLANNING APPLICATIONS FOR COMMENT AND OBSERVATION AND OTHER RELATED PLANNING ISSUES**

(a) **Warrington Borough Council**

Received – Notification re: the Development Management Committee meeting on Thursday 22nd November 2012.

There were no items of specific relevance to Birchwood on the agenda for discussion.

Minutes from the October meeting refer to planning application 2012/19709 – Prospect Farm – Proposed change of use to provide a clay pigeon shooting club, clubhouse and associated parking. The minutes state the application was deferred to enable a site visit to take place. It was hoped that it would be brought before the Development Management Committee on 6th December 2012. This has now been changed to the 24th January 2013 (see Minute 520/2012 (b) above).

547/2012 **PLANNING DECISIONS**

There were no new planning decisions to report relating to Birchwood at the time of the meeting.

548/2012 **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/

- (a) Application No. 2012/20847 1 Dewhurst Road, Birchwood, Warrington, WA3 7PG. Proposed construction of a 3 vehicle loading canopy bays including warehouse changes.
- (b) Application No. 2012/20869 Land at Aston Avenue, Birchwood Park. Proposed formation of car parking and circulation space.
- (c) Application No. 2012/20893 Unit 205, Cavendish Place, Birchwood Park. Proposed change of use from B2/B8 to mixed B1/B2/B8 plus minor external work (new windows and relocation of entrance) and internal alterations to create mezzanine floorspace (office space).

549/2012 **DATE OF DECEMBER MEETING**

Members were asked to consider if they wish to bring the December 2012 meeting forward; the fourth Tuesday in December falls on 25th, Christmas Day, this year.

Members requested that the meeting be brought forward to Tuesday 18th December 2012. The details will be updated on our website.

550/2012 **CHRISTMAS SHUT DOWN**

Members were asked to confirm a decision taken at the June 2012 Finance Meeting (see Minute 355/2012) that the Town Council offices will be closed and Maintenance Services will not be operational from 4pm on Friday 21st December 2012 until 8am (9am for the office) on Wednesday 2nd January 2013. Staff will use four days of their holiday entitlement, plus the bank holidays and weekends, to cover this period.

Members confirmed that the offices and maintenance operations will close down as detailed above.

The meeting concluded at 7.50pm