

NORTHWICH TOWN COUNCIL
MEETING OF THE TOWN COUNCIL
HELD ON TUESDAY 3RD APRIL 2018

Present : Cllr. Mrs. J. Myerscough-Illidge - Town Mayor

Councillors : Cllr A Cooper Cllr. Mrs. A. Gerrard Cllr. P. Naylor
 Cllr B Jamieson Cllr T Lawrenson Cllr T Murphy
 Cllr Mrs. L Nelson Cllr K Rimmer Cllr A Stott

Also present: Chris Shaw Town Clerk
 Theresa Cash Council Secretary

NTC 17/145 APOLOGIES FOR ABSENCE OR ABSENCE

Apologies for absence were received from Cllrs. D. Bowden, P. Dolan, M. Falzon, Ms. S. Eastwood Cllr S. Naylor. Cllr. A Dimelow was not present.

NTC 17/146 DECLARATIONS OF INTEREST

Members to declare any interest under the following categories:

- Pecuniary Interest
- Outside Bodies Interest
- Family, Friend or Close Associate interest

Cllr T Lawrenson declared an interest in any matters relating to Rudheath Parish Council and CW&C
Cllr. Mrs. A. Gerrard declared an interest in any matters relating to Rudheath Parish Council.

NTC 17/147 OPEN FORUM

Miss Jess Leigh, a member of CWAC Youth Senate was introduced by the Town Mayor. Miss Leigh gave a brief overview of the Senate. Young people to have a say both now and in the future, but want improvements for all generations. A survey entitled Make Your Mark was conducted in October 2017, out of which there were 3,000 responses from Northwich ranging in age from 11-18 years, so reaching out to a broad range. Top issue highlighted mental wellbeing and Northwich was the only area to put this at the top of the list. Advised there is a Charity set up – Sit Up and Listen Up in an effort to bring about improvements for young people. Discussion then took place regarding the Teenage Market in Northwich, there is a need to showcase talents. The Mayor mentioned the Small and Large Grants available through NTC which may fit some needs. Town Clerk commented that there was not a great deal of take up for the Teenage Market. Cllr. Nelson suggested integrating this into the existing Artisan market. Cllr, Jamieson asked what was the feel for lowering the voting age to 16 in Cheshire? It appears this is much wanted. Cllr. Cooper asked what sort of local events would appeal more to young people. This would be a Music Festival in Summer. The Town Mayor thanked Jess for her presentation.

Date.....

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Cllr. Mrs. J Myerscough-Illidge
Town Mayor

NTC 17/148 SIGNING OF THE MINUTES

4.1 The minutes of Town Council Meeting held on Monday 5th March 2018 be confirmed and approved as a true and accurate record. Signed by the Town Mayor.

Proposed by Cllr K. Rimmer and seconded by Cllr B. Jamieson . all agreed

NTC17/149 REPORTS OF COMMITTEES

5.1 To note Finance and General Purposes Committee Meeting held on Tuesday 20th March 2018 . Noted by Cllr. Rimmer.

5.2 To note Planning and Environment Committee Meeting held on Tuesday 20th March 2018 Noted by Cllr. Stott.
Cllr. Jamieson requested additional comments to be sent to CWAC Planning in respect of Planning Application 18/00691/FUL – Weaver Vale Garden Centre. These were proposed by Cllr. Jamieson, seconded by Cllr. Rimmer.
Cllr. Cooper advised he would be meeting with residents shortly, and he is working on a response in respect of the Dane Valley development. Briefly discussed points that will be raised within this. Gave update of meeting with CWAC Ward Councillors. There is a CD available containing information. This has been requested from CWAC but has been advised this will eventually be available on their website.

TC17/150 TOWN MAYOR’S COMMUNICATIONS

The Mayor attended the following events during March, 2018

| | | |
|--------------------------------------|---|---|
| Friday 9 th March | Vets4Pets | Opening Day of new department within Pets at Home, |
| Wednesday 14 th March | Visual Arts Cheshire | School Parliament and Art Trail presentation |
| 15 th March | The Grange School | School production, The Phantom of the Opera |
| Thursday 15 th March | Northwich Subway project | Press photo to show the progress on the Mayor’s School Art project within the subway, Northwich Town Centre |
| Saturday 17 th March | Crewe Town Council | Mayor’s Masquerade Ball. |
| Sunday 18 th March | Rotary Club of Northwich | Attending the Charity Swimathon, Brio Leisure |
| Thursday 22 nd March 2018 | Cheshire Autism Practical Support (CHAPS) | Art Exhibition for CHAPS. ***Attended by Cllr. T. Murphy*** |
| Wednesday, 28 th March | Roberts Bakery, Gadbrook Park | Launch of the new ‘Exploratory’ department at the Bakery ***Attended by Cllr. K. Rimmer*** |

Date.....

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NTC17/151 TOWN CLERK'S REPORT

Northwich Railway Station Improvements

All materials have been ordered for the improvement works to the Station and the tree surgeon will be carrying out tree works at the beginning of April. Once this is completed we can then undertake the remaining works to the fence, bank and retaining walls. Due to NTC staff commencing grass cutting, this work will be carried out over the weekend. Cllr. Jamieson suggested a banner should be displayed informing the public that this work is a partnership project involving NTC, Northern Rail and Community Rail Partnership. This was proposed by Cllr. Jamieson, and seconded by Cllr. Gerrard. All in favour. TC to progress this.

Yarwood Close

The refurbishment of Yarwood Close is now complete and we are very pleased with the works carried out by Play and Leisure. A date will be arranged to officially open the play area within the next few weeks

.Church Walk Paddling Pool

The works at the pool are on schedule with all external works now complete and internal works underway. Once works completed to the building, our staff will clean and repaint the pool ready for the summer season

Northwich Cenotaph

New flags now delivered and currently being installed around the monument. I estimate that all works will be completed within the next 4 weeks.

River Dane Bank Collapse

A contractor has been appointed to re-route the Path and stabilise the river bank following the collapse last year. The work will begin mid April and is expected to take 3 weeks to complete. We are also working with the Mersey Forest who will be bringing local school children to plant the Willows on the river bank to help stabilisation. We have spoken with Environment Agency to check that no permissions were needed.

Northwich Subway

The art work has been collected and is currently with the printers. The panels will be placed on the subway in the next 2 weeks, and invites will be sent out for the official unveiling by the Town Mayor.

Parkrun

The first Parkrun took place on Saturday, 31ST March, and a full report was given to members at the meeting. There were a total of 254 runners and the fastest finish time was 18 minutes 23 seconds. This will now take place every Saturday.

Date.....

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Town Mayor**

Memorial Testing

This has taken place in Witton and Dane Valley cemeteries, and pleased to report that only 2 memorials failed the safety test.

Dane Bridge Cemetery Wall Repairs

Work will begin to repair the wall after damage due to the mature trees pushing against the stonework. The Stonemason has been requested to leave a gap between the trees and rebuilt wall so this does not occur again.

Badgers in Vickersway Park

Current issue in Vickersway Park with Badgers. The Badger Trust and RSPCA have been contacted and advised the use of ultra-sonic devices where they appear to be getting through the fence. This will be monitored and reported back to Members.

Meetings

- Finance - Tuesday 17th April 9.30 a.m.
- Planning - Tuesday 17th April 5.00 p.m.
- Full Council - Tuesday 1st May 6.30 p.m.
- A.G.M. – Monday 14th May 6.30 p.m.

Liverpool Street

Town Clerk gave update on the current situation. The area was previously cleared but more rubbish deposited there. Cllr. Stott commented on a communications breakdown with residents. This rubbish will be cleared on Thursday, not at any cost to NTC, and the area will be fenced off. Cllr. Nelson suggested that appropriate signs be displayed.

Twin Town Dole, France

Town Clerk has received email from our Twin Town in France. Representatives from Dole want to come over to discuss with us getting a Twinning Committee back up and running. Cllr. Rimmer suggested we let them know the Committee here has been disbanded. Cllr. Cooper asks that we should hear what they have in mind and hear their thoughts and proposals, then we can decide on whether this would be good value for the town. Cllr. Jamieson commented there has to be some outcome, but is a large project for NTC to arrange. Proposed by Cllr. Cooper, seconded by Cllr. Nelson that the above suggestions are progressed. All in favour.

Date.....

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NTC 17/152 CIVIC HANDBOOK

Cllr. Rimmer made reference to the updated Civic Handbook, and suggested that the title Civic Officer should be used instead of Mayor’s P.A. No other comments made regarding the Handbook. Proposed this to be implemented by Cllr. Rimmer, seconded by Cllr. Stott. All in favour.

NTC 17/153 LOCAL GOVERNMENT BOUNDARY COMMISSION

Cllr. Cooper advised of the final recommendations. It had been considered the Town Council Wards be split in half, but this was not changed.

NTC 17/154 FINANCE & GENERAL PURPOSES COMMITTEE

Data Protection Officer

TC explained his concerns with the responsibilities of the data protection officer (DPO) coming into force later this year, as this is a new area of responsibility he feels NTC should appoint an officer who has experience in these areas

JDH carry out all our internal audits and can also carry out DPO responsibilities. The cost for this service would be £1,500 for year one and £1,300 for year two

It was agreed JDH to carry out our DPO Responsibilities on behalf of NTC

Decision of the Council is requested

Riverbank Embankment Adjacent to Footpath at Vickersway

TC, Lesley Moore, Cllr K Rimmer & Cllr A Cooper met last week to discuss options relating to the collapsed river bank footpath. It has been agreed that the footpath needs to be relocated due to the damage of the riverbank and footpath

Three quotations were received and it was decided Suddenstrike would carry out the work at a cost of £12,450.50 plus VAT

TC explained that there might be a further charge for a permit; he needs to send maps out to establish if a charge is applicable

Decision of the Council is requested

Verdin Park Gates & Posts

TC explained that there is a lot of work involved to supply CW&C with submission to be made to approve the works such as drawings, heritage statement, design and access statement. TC doesn’t have the time or architectural knowledge for this and suggests we ask IDFM Ltd to carry out the necessary work as they have experience in this field. The quotation for these works is £1,200.00 plus VAT

Decision of the Council is requested

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Subway

TC has obtained three quotations for the fitting of the subway art work. Funding has been secured for £13,000 for this project; NTC costs for the subway will be £1,000. New planters will be installed and the area tidied and the artwork fitted to the subway walls

Think Prints specification was to include wooden framework panels fitted to the subway walls and the artwork fitted to the framework whereas the other two companies suggest fitting the artwork direct to the subway walls. TC feels the framework is a much better option

Think Print - £10,567 plus VAT

Decision of the Council is requested **2017/2018 Second Interim Audit Report**

Issues, recommendations and follow ups raised by JDH internal auditors were discussed in detail and approved at Finance (report attached)

Decision of the Council is requested

New Payroll Provider

Our current payroll provider has given notice from March 2018 and will no longer be providing their services to us

Three quotations were received and Finance Committee recommended a six months trial with Payroll Agency as below:

Payroll Agency

Monthly payroll for up to 20 staff £72.80 plus VAT

One off set up charge for program to set up cost centre report £250 plus VAT. This would then automatically generate a report each month to enter on the accounts system

Decision of the Council is requested

Protective Clothing

Following the quality of clothing received last year for the outside staff, TC received three quotations for the same again with the addition of a thicker, more waterproof coat for the colder/wetter weather conditions.

TC recommended we once again accept the quotation from Warnhill as we have used this company in the past for our protective clothing and they have always provided very good reliable service and was also the cheapest option.

Warnhills £1,575.70

Decision of the Council is requested

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Herbicide Tenders

Three quotations were considered for the forthcoming Herbicide products. TC recommended we accept the tender from Agrigem as this was the most cost effective quotation at £1,485.00

Gloves and spraying suits to be provided by Warnhils at a cost as follows:

- Spraying suits £2.50 each
- Spraying Gloves £3.90 each

Decision of the Council is requested

Ear Mark Reserves

£46,570 in the Capital Project EMR fund needs to be moved to Paddling Pool Refurbishment line 4723/200 to cover refurbishment costs

Decision of the Council is requested

The recommendations of the recent meeting of the Finance and General Purposes Committee were distributed among Members (as detailed above) prior to this meeting. These were considered and were agreed by Members en-bloc. Proposed by Cllr. Rimmer, seconded by Cllr. Jamieson. All in favour.

NTC 17/155 NORTHWICH NEIGHBOURHOOD PLAN

Cllr. Cooper reported the Plan has now passed consultation stage. CWAC have asked for referendum of the Plan, this has been provided to them, and they have responded by asking for minor changes. The upcoming Newsletter will have a feature article on this. On behalf of Cllr. Bowden, Cllr. Jamieson asked that a letter of thanks, signed by the Town Mayor is sent to all those who have given their support to the Neighbourhood Plan over past years. Proposed by Cllr. Jameson, seconded by Cllr. Cooper. All in favour.

NTC 17/156 PUBLIC SPACE PROTECTION ORDER

Consultation report had been distributed among Members prior to this meeting. Town Clerk has had correspondence with CWAC, and Members were advised of this. Enforcement will not take place in all areas, but in Public areas, including Vckersway/Whalley Road area. Mater discussed, but Members decided a response from NTC was not necessary. Proposed by Cllr. Rimmer, seconded by Cllr. Cooper.

NTC 17/156 GREENBANK ISLAND

Cllr. Jamieson spoke about the deteriorating state of this site. A third of the land is owned by CWAC. Considers the need to contact them to say it is not acceptable, and would hope something could be done to improve it. PCSO's are advised of any potential problems in answer to Cllr. Stott's question, are there any Public Offences committed. The property on the site is privately owned. It was agreed to contact CWAC regarding this matter. Proposed by Cllr. Rimmer, seconded by Cllr. Stott.

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NTC 17/157 OUTSIDE BODIES

Cllr. Murphy attended meeting at Lostock Sustainable Energy. Provided a CD containing amendments to the operations of the Plant, which will result in improved efficiency.

Cllr. Cooper attended the Northwich Members Meeting. Update was given on transport Strategy. Weaver Square will begin to be demolished. Pedestrian crossing at the Iron Bridge. Rudheath and Witton Together Trustee Meeting also attended. They are looking at other projects to fund, Cllr. Rimmer enquired about the Hub at Rudheath, This has been relocated from the Railway Station to The Venue.

NTC 17/157 CWAC AND PARTNERS CORRESPONDENCE

- Cllr. Cooper referred to correspondence in respect of Warrington and Vale Royal Colleges. Cllr. Cooper read out a draft letter on behalf of the Town Mayor which he has prepared, to the Principal asking to meet to discuss various concerns. Cllr. Rimmer observed that the prospectus shows very few courses at the Hartford site. Discussions took place about the future and development of education in mid Cheshire, and apparently no consultation as to when it will close. Proposed by Cllr. Cooper, seconded by Cllr. Rimmer. All in favour.
- Cllr. Jamieson commented regarding the Parking Strategy in Chester. – will there be any proposals for similar in Northwich? This matter to be raised at proposed meeting with Vanessa Griffiths and Cllr. Shore.
- West Wales Strategic Rail Partnership – requests that Town Clerk writes to Clls. Dixon and Clark showing our support for their very positive policies. Also our support given to the Cheshire and Warrington prospectus for inclusive growth. A very welcome report.
- Draft National Planning Policy Framework – requests Town Clerk to contact ChALC to request them to arrange a briefing for Town and Parish Councils from CWAC.
- Homelessness Support Services – requests Town Clerk to contact Joanne Walters at CWAC to enquire regarding the Northwich Hub in Weaver Square, when it will come into service.

NTC 17/158 MONTHLY COUNCILLOR SURGERY AT THE ARTISAN MARKET

The next Artisan Market for Councillor Surgery will take place on Saturday 14th April 2018. The following Cllrs agreed to attend:

- 11-12 Cllr. T. Murphy
- 12- 1 Cllr Cooper
- 1-2 Cllr Myerscough-Illidge

Cllr. Lawrenson left the meeting at 7.40 p.m.

Date.....

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In accordance with Local Government Act – Public Admission to Meetings Act 1960, the following Agenda item is to be considered in the absence of press or public.

It was moved by Cllr. Rimmer, and seconded by Cllr. Jamieson that the meeting proceed into Part B.

PART B

Appendix 117 (Summary only)

Staffing

Stephanie Astbury – increase in pay.
Proposed by Cllr. Cooper, seconded by Cllr. Rimmer. All in favour.

Chris Shaw – weeks holiday.
Proposed by Cllr. Rimmer, seconded by Cllr. Stott. All in favour.

Cllr. Jamieson commented that job descriptions should be reviewed for all roles.

NTC 17/159 DATE OF NEXT MEETING

Date of the next meeting will be Tuesday 1st May, 2018 at 6.30pm

There being no further business, the meeting closed at 7.50 p.m.

Date.....

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**Cllr. Mrs. J Myerscough-Illidge
Town Mayor**