



# Holmes Chapel Parish Council

**Clerk of the Council: Sue Davies**

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**1 Church Walk, Holmes Chapel Cheshire, CW4 7AZ**



## AMENITIES COMMITTEE

### TO ALL MEMBERS OF THE AMENITIES COMMITTEE –

You are summoned to attend a meeting of the Amenities Committee on **Thursday 3<sup>rd</sup> May 2018** at the Academy Suite, Holmes Chapel Community Centre commencing at 7.00 p.m.

### AGENDA:

1. **Apologies** - To approve any apologies for absence.
2. **To receive Declarations of any**
  - a) **disclosable pecuniary interests or**
  - b) **other disclosable interests****as required under Chapter 7 of the Localism Act 2011.**
3. **Public Speaking** - The Chairman will adjourn the meeting to allow questions from members of the public to last no longer than 15 minutes. After questions the Chairman will reconvene the meeting.
4. **Minutes** -To approve the minutes of the Committee meeting held on 8<sup>th</sup> March 2018 – copy circulated.
5. **Matters arising** – To receive verbal reports on any matters arising from the above minutes:
  - a. **Youth Report** - follow up by the Partnership
  - b. **CBRE Ltd Meeting – actions arising** - Follow up on actions arising from the meeting with CBRE Ltd on the 2<sup>nd</sup> February 2018.
  - c. **Memorial Bench to PCSO Jill Cope** – To receive a verbal update.
6. **Planning applications** - To consider any applications on lists recently circulated by CEC.  
**18/1853C 108, London Road, Holmes Chapel, CW4 7BD**  
Variation of conditions 2, 3, 4, 5, 6, 7, 10, 11, 12, 13, 15, 16 and 17 on application 17/3331C -  
Construction of 2no.new dwellings.  
Comments deadline – 17<sup>th</sup> May 2018
7. **S106 monies potentially available**
  - a. **Ecological projects** - To receive a verbal report on a meeting with James Baggeley of Cheshire East Council and subsequent follow up regarding S106 money available for ecological projects.
  - b. **Elm Drive Play Area** - To receive a verbal report on correspondence with the Green Spaces team regarding S106 monies available for the Elm Drive play area.
8. **Footpath Link Path between Persimmon and Seddon Estates** – To receive a verbal update and to note the correspondence between the Parish Council and Persimmon (See appendices 1, 2 and 3). To consider future actions in this matter.

9. **HCCC**
  - a) **To receive the minutes of the JLMC meeting of 17<sup>th</sup> April 2018:**(See Appendix 4)
  - b) **To receive an update on the responses to the RFQ and arrangements for evaluation.**
  - c) **Pitch Options:** To receive a verbal update from Cllr Steve Ranger.
  - d) **To receive a verbal update on the progress of the ROSPA inspection.**
  - e) **To note the final inspection of the Skatepark by Canvas Spaces Ltd is now overdue.**
  - f) **Operational Matters:** To receive a verbal feedback from the Clerk on the monthly meeting with ES&R.
  
10. **Dane Meadow –**
  - a. To receive a verbal update on issues relating to drainage causing flooding to a path and any other issues.
  - b. To consider the Public Space Protection Order signage available. (See appendix 5).
  - c. To consider quotations received for the placement of a 'motor-bikes not allowed' sign. (See appendix 6).
  
11. **Conservation Area Project –** To receive the notes of the meeting held on the 10<sup>th</sup> April 2018 and to receive a verbal update on any subsequent progress. (See appendix 7)
  
12. **Best Kept Village –** To agree the recommendation from the Village Infrastructure Committee that this be shared between Village Infrastructure and Amenities. To consider actions required and the formation of a working party.
  
13. **Village Fair –** To consider and agree the arrangements for the Parish Council stand at the Village Fair.
  
14. **Village Tree Survey -** To receive a verbal update.
  
15. **Reports from outside bodies.**
  - a. **Sandbach Almshouses**
  - b. **Rail report**
  - c. **HCP**
  - d. **Police**
  - e. **Connected Communities**
  
16. **Public Speaking**
  
17. **Chairman and Clerk's reports**
  
18. **Future Agenda Items**

**Part II That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.**

19. **Sensory Garden –**To receive a verbal update. To approve the recommendation by the Partnership that Duttons be contracted to complete the work (see separate attachments). To consider and agree the administration and financial aspects for the purchasing of plants.

**Sue Davies  
Clerk of the Council  
27<sup>th</sup> April 2018**

# Appendix 1

22 March 2018

Mr Mark Cook  
Regional Managing Director  
Persimmon Homes North West  
30-34 Crofts Bank Road,  
Urmston,  
Manchester,  
M41 0UH

Dear Mr Cook

When Persimmon presented plans for their development on Middlewich Road in 2015, one of the features we were pleased to see was the proposal for a footpath link to Ravenscroft, the development next to yours and closer to the village centre. Not only did this provide a safe route to the village on minor roads but it also gave access for new residents to reach the Dane Meadow, our country park, without crossing the main Middlewich Road.

Once your plans were approved we began talking to you about how to ensure this footpath could be introduced with a minimum of disturbance and we established that the route shown on the attached plan was possible. This required agreement with the other land owner involved, Seddons, and we successfully obtained this in principle from them. That was back in January 2016 and the email from Seddons is attached along with all those between yourselves and the Parish Council up to the present day.

You will understand our astonishment when today we received the email from Matt Shipman saying "*the Company has chosen not to construct the footpath at this time*". Bearing in mind the time we have been in discussion about this it seems strange that you have suddenly found it impossible to satisfy the requirement. Are we to believe that when you submit plans for approval by an authority that you include valuable community links which you are subsequently unwilling to construct?

The alternative to this footpath is for pedestrians to leave the estate onto the A54 Middlewich Road, the main route from the M6, where there is no pavement on the development side of the road. Their only option is to cross the busy road (ultimately via a pedestrian crossing when built) and walk along the pavement past a busy garage forecourt. To continue into the village they have either to cross the A54 again via a crossing or the busy Chester Road where there is no crossing. The architect of the original site plans realised the folly of this and appreciated the benefit of the footpath link which would allow direct access to quiet roads into the village and to the Dane Meadow Country Park. Presumably you also saw it as a good selling point, given its inclusion on the submitted plans.

As a Parish Council we have not been averse to development but we have made efforts to ensure that new developments encourage a cohesive community and foster walking rather than driving. The current situation with regard to this footpath goes against all our aims and as a builder with a high reputation, we would assume yours as well.

We will be extremely disappointed if you cannot ensure this footpath link is provided for the community and trust this letter will prompt you to have this short-sighted decision reconsidered.

Yours Faithfully

Mrs Sue Davies  
Clerk to the Council

## Appendix 2



### CHARLES CHURCH

Mrs Sue Davies  
Holmes Chapel Parish Council  
1 Church Walk  
Holmes Chapel  
Cheshire  
CW4 7AZ

19 April 2018

Dear Mrs Davies

Thank you for your letter addressed to Mark Cook of this dated 22<sup>nd</sup> March 2018, which has been directed to me in order to provide a detailed response.

Firstly, I should clarify that we will be implementing our development at Holmes Chapel exactly in accordance with the approved drawings identified within planning consent 15/0553C. Included within the approved drawings is Planning Layout Revision R, which identifies a 'potential link' and footpath connection. This point of connection will be provided as illustrated, but the delivery of any stretch of footpath beyond this point does not form part of our approved proposals.

The local planning authority's determination of our application included consultation with all key and statutory consultation bodies, such as the Highways Authority, Public Rights of Way and the Parish Council. Through the representations made in relation to, and as part of the determination of our proposals; it was considered that in order to ensure that our scheme constitutes a sustainable and acceptable form of development, measures such as the provision of a toucan crossing at Middlewich Road would ensure safe movement for pedestrians and non-vehicular modes of travel to and from the development.

To provide a link at this stage would require a re-plan our scheme, which is currently under construction; and would require a new planning application and potentially further ecological and arboricultural assessments. We are also under a legal obligation to safeguard and preserve rights of way along the track at the eastern boundary of our proposals to the equestrian centre to the rear. The provision of any footpath could negatively impact the aforementioned rights of way and constitute a health and safety hazard from farm traffic.

In respect of the above, please be assured we will fully discharge our obligations in respect of the approved form of development, as is detailed on Planning Layout Rev R.

If you have any queries, please do not hesitate to contact me.

Yours sincerely

## Appendix 3

25 April 2018

Mr Timothy Pegg  
Land Director  
Persimmon Homes North West  
30-34 Crofts Bank Road,  
Urmston,  
Manchester,  
M41 0UH

Dear Mr Pegg

Thank you for your response about a footpath from the site to Ravenscroft.

Firstly we are pleased that the 'potential link' will still be constructed on your site so the prospect of us creating a safe footpath away from the main A54 road is still a possibility. As we understand it, you will create the public access footpath up to the track to the stables. Can we also assume that you will provide a suitable gap in any fence and hedge so that pedestrians can gain access to the track?

You do make the point that the build is already underway but we would emphasise that we asked for you to consider this option well before the build commenced as you will have seen from the email trail that we sent you. You will appreciate that your Planning Layout Rev R at least gave us the expectation that you intended to permit a 'potential route' to become reality. We are keen to make this happen and assume you would not want to hamper such a possibility.

We appreciate that your scheme does not include any further development of a footpath and we are prepared, with your cooperation, to take on obtaining any planning permission for the onward part of the route. We see the route following the green line shown on a marked up version of your plan sent to you. This divides into 3 segments:

1. Access to the track from your site. This, as you indicate, you will complete as part of the development.
2. Access along the track. The track to the equestrian centre is in your ownership as shown on the plan so we would need your agreement to allow pedestrians to walk along this little used track. There may be issues of health and safety to consider as you suggest but we believe the traffic is so light that they can be overcome. Certainly the health and safety risks will be less than crossing and walking along the Middlewich Road to reach the Dane Meadow and village centre.
3. Access from the track to Ravenscroft. This short length of path would cross your land and land owned by Seddons who are amenable to our proposal. We would need your agreement to allow us to make this route across your land.

We are thus asking for cooperation to produce this important link which, we are sure, would not be expected to disrupt your building programme in any way.

We hope you will agree that the provision of this footpath will provide a valuable additional route into the village and other amenities on the north side of the A54 such as the Dane Meadow. The cost to all involved will be small but the long term benefits will be significant.

We do hope you are able to join us in exploring ways in which we can achieve our objective.

Yours Faithfully

Mrs Sue Davies  
Clerk to the Council

## Appendix 4

# Holmes Chapel Community Centre Joint Liaison Management Committee

## Holmes Chapel Community Centre

**Present:** Brian Bath (BB), Tom Barton (TB), Steve Ranger (SR), Stuart Smith (SS), Peter Hartwell (PH), Sue Davies (SD)

Zoe Davidson (ZD) – arrived 5.45pm

**Supporting:** Sara Pedersen (SP)

Agenda Item		Action
1.	<b>Apologies</b> David Savage (DS)	
2.	<b>Minutes of the last meeting</b> <ul style="list-style-type: none"><li>• Agreed as a true record.</li><li>• Disabled parking signs have been erected &amp; flood light repaired on the bowling green.</li><li>• A new boiler pump has been installed &amp; pipe repair work carried out.</li><li>• The thermal imaging survey will be carried out in May. Risk assessments &amp; method statement will be sent to Stuart Smith in advance of the survey being done.</li><li>• PH circulated a draft 2017/18 outturn for HCCC. Grant of £148k from HCPC was accounted for in 2016/17 &amp; consequently there will be a loss of £91k in 2017/18. Operational income is up &amp; current indications are that accounts will be breaking even within 4-5 years as opposed to the 6 years forecast in the business plan. It was noted that energy bills are high but the repairs to the boiler have resulted in a reduction in the gas consumption. A request was made for the financial projections for the next 4/5 years.</li></ul>	PH
3.	<b>Progress on entrance/highway works</b> <ul style="list-style-type: none"><li>• Eight suppliers have been contacted to provide quotes for the proposed works. Two companies have indicated that they will be bidding for the work (Dutton Contractors and James Callaghan &amp; Sons). The RFQ has been sent out again today for responses by 30 April 2018. Hoping to get 3 quotes in total.</li><li>• A meeting to evaluate bids will be held in the first week of May. Target completion date is the end of September 2018.</li></ul>	
4.	<b>Q4 Performance Report</b> <ul style="list-style-type: none"><li>• Since the opening of phase 4, the total attendance has risen by 66%. There has also been an increase on all room occupancies. Two functions have not been booked from the initial enquiries. Attendance of 60+ customers has doubled.</li><li>• Richard Jobson is liaising with the rugby club around future catering opportunities/events.</li></ul>	

## Appendix 4

	<ul style="list-style-type: none"> <li>• Results from the customer satisfaction survey were the outstanding &amp; above average for the whole ESAR estate.</li> <li>• It was noted &amp; agreed that this is an excellent set of results &amp; is extremely positive for the site. A press release will be drawn up by Marketing which will be shared with HCPC in advance of circulation.</li> </ul>	<b>PH</b>
<b>5.</b>	<p><b>Masterplan Review</b></p> <ul style="list-style-type: none"> <li>• The main focus after phase 1 of the car park enhancements will be pitch options.</li> <li>• Phase 2 of the car park works will be considered on completion of the project to enhance &amp; improve the entrance to the site.</li> <li>• Issues with the roof will also be considered &amp; addressed.</li> </ul>	
<b>6.</b>	<p><b>Outdoor Pitch Options</b></p> <ul style="list-style-type: none"> <li>• PH has met with the FA &amp; Knight Kavanagh Paige (KKP) who have been commissioned to carry out a local football facility plan in each local authority. This is a 10 year plan &amp; the FA will award funding based on this. Initial indication is that funding would be available for 3 artificial pitches in the Cheshire East with the priority areas being Poynton, Congleton &amp; Nantwich.</li> <li>• KKP are consulting with all stakeholders including Crewe Alexander &amp; Macclesfield Town. ESAR are on the steering group &amp; the next meeting is in May 2018. PH will clarify the involvement of town &amp; parish councils &amp; advise SR.</li> <li>• Going forward, it was agreed that the rugby pitch is a large asset that needs to be used more frequently &amp; the wider use of the HCCC facility needs to be fed in to the consultation.</li> <li>• HCPC will meet with the rugby club to establish options for the future of the pitch to increase usage.</li> </ul>	<p><b>PH</b></p> <p><b>BB</b></p>
<b>7.</b>	<p><b>Future ESAR Management Arrangements</b></p> <ul style="list-style-type: none"> <li>• Following an ESAR management reorganisation, effective from 1 May 2018, Jade Stone is the new General Manager for HCCC &amp; Holmes Chapel Leisure Centre.</li> </ul>	
<b>8.</b>	<p><b>AOB</b></p> <ul style="list-style-type: none"> <li>• There will be a price increase on ESAR memberships from 1 May 2018. All customers have been contacted by letter/email notifying them of the changes. The increase has been made on the back of the reduction in the options discount made by Cheshire East Council. It was noted that the Options scheme cannot be accessed at HCCC.</li> <li>• Discussion took place around Sports Development working with Hurricanes to offer additional training opportunities at HCCC.</li> <li>• A request has been made by the Girl Guides to HCPC to have a storage facility (small shed on concrete base) at HCCC. It was agreed that HCPC will speak with them &amp; discuss possibility of using the facility on a more regular basis for meetings, events etc.</li> </ul>	<p><b>TB</b></p> <p><b>HCPC</b></p>

## Appendix 5

The Parish Council have been informed by Cheshire East Public Protection Officers that the following signage has been produced and may be available to us upon request. The sizes available are A1 (approx 60cm by 84cm, 23.4 inch by 33.1 inch) and A4.

A potential location is on the gate leading into the Dane Meadow.



## Appendix 6



Three quotations received for an A4 sign made from aluminium composite with brackets for attaching to the gate:

	<b>Net Sign Cost</b>	<b>Fitting Cost</b>
<b>South Cheshire Print:</b>	<b>£35</b>	<b>£25</b>
<b>Scorpio Signs (Northwich)</b>	<b>£65.14 + £10 carriage</b>	<b>Not supplied</b>
<b>Totally Local Company</b>	<b>Combined price for supply and fitting - £72.36 ( a break down has been requested)</b>	

## Appendix 7



# Conservation Area Working Task Group



## Notes of the meeting of 10<sup>th</sup> April 2018, 14:00pm

### 1, Church Walk, Holmes Chapel

Present: Cllr J Clowes, V White, A Perrin, J Keane and Sue Davies (Clerk to the Parish Council).

#### 1. Apologies for Absence

A Fairclough; S Ranger; D Rovira

#### 2. Notes of the previous meeting on the 6<sup>th</sup> March 2018

The notes of the meeting of the 6<sup>th</sup> March 2018 were agreed by those present.

#### 3. Matters Arising

Actions from the last meeting not covered elsewhere:

- The Clear Way leaflets were printed and are available for handing out to businesses.
- The CVS have been contacted regarding helping to identify funding opportunities. The Clerk is waiting to hear back.

#### 4. Display Boards and Street Signs

##### 4.1. Display Panel Progress and Timeframe

It was reported that the pro forma interpretation panels were displayed in the library for two weeks, at the Annual Parish Meeting and the subsequently at the Holmes Chapel Community Centre for three weeks. A few responses were received.

*Action: The Clerk to collate the responses into a document.*

Permission has not yet been obtained from Barclays Bank despite much effort by A Perrin requesting an answer from CBRE Ellis, the agent. It was agreed to try other contacts at Barclays directly.

*Action: Cllr Clowes to pass a contact details to A Perrin.*

The Clerk was asked to pursue some more quotes and also to ask the sender of the quote most comparable to that received from Shelleys for a specimen, references and if a visit would be possible.

*Action: The Clerk to pursue work on the quotes.*

##### 4.2. Street Signs progress including agreement of design

It was agreed that a second sign isn't required for The Square and so only six signs are required. It was agreed to use white lettering on a dark navy background. The font suggested was 7cm for the large lettering and 2 or 3 cm for the small lettering. It was further agreed that the length of the sign should fit the lettering (perhaps two different lengths needed). A bevelled edge was also considered desirable with a 'heritage' shape.

Quotes should be sought for both cheaper versions and the full cast iron/aluminium style.

##### 4.3. Funding and Costs

## Appendix 7

The budget is £1800 from grants and £3000 from the Parish Council capital budget. At present it does not appear that the budget will present a problem.

### 5. Consultation with Business Owners

#### 5.1. Progress with the series of meetings with business owners and feedback received.

J Clowes and V White have almost completed their meetings. J Keane agreed to assist J Perrin complete his visits.

From visits made so far, it has become apparent that some businesses didn't realise they are in the Conservation Area. Most businesses have been positive after the purpose of the project was explained.

*Action: J Clowes to summarise the results of the meetings.*

#### 5.2. Contact with J18

No progress has been made.

#### 5.3. Consideration of Further Steps required.

It was felt that some communication with Cheshire East is required to better understand the planning law on the placement of signs, to be aware of what permissions are in place and the consideration of precedent.

*Actions:*

*The Clerk to initiate a dialogue with Cheshire East with a view to a potential meeting and acquiring a list of permissions.*

*The Clerk to arrange a joint meeting with both landowners of Church Walk.*

*The Clerk to establish who owns the bollards outside the Red Lion. Also, who is responsible for maintenance and if the Parish Council could arrange for them to be repainted.*

### 6. Trees in the Conservation Area – Consultation with land owners

A letter has been circulated to those businesses and residences whose properties have trees within the conservation area and it seems awareness has increased as a result. A couple of enquires have been received indicating that affected householders are now thinking about the implications. Hedge planting has also been raised.

### 7. Publicity

#### 7.1. Feedback received from the display boards

It was agreed that a meeting with the two landlords should be held before holding a meeting open to all the businesses on Church Walk.

*Action: The Clerk to write to R Cussons to request that he delays the placement of his new signage until such a meeting can be held. The Clerk to document the feedback.*

#### 7.2. Press Releases and Articles

It was agreed that the next press releases should be when the boards and street signs are up. It was also agreed an article aimed at a wider audience should be produced.

#### 7.3. Social Media

## **Appendix 7**

Social Media has been used as a tool for advertising the pro forma interpretation boards. Further social media use will await the approval of the Parish Council Communications and Media Policy.

### **7.4. Talks and Presentations**

Talks have been completed at Probus and at the Parish Council Annual Parish Meeting.

### **8. Agreement of future program and review of the Timeline.**

The future timeline is awaiting agreement from Barclays Bank and will be amended once permissions have been sought.

### **9. Any Other Business**

None

### **10. Date of Next Meeting**

**Tuesday, 8<sup>th</sup> May, 14:00pm**