



**TECHNICAL SERVICES COMMITTEE**  
**Minutes of meeting on 1 December 2016**  
 at The Academy Suite, Holmes Chapel Community Centre, CW4 8AA



**Part I – Public and Press present**

<b>1. Attendance</b>	Cllr A Armitt Cllr B Bath Cllr M Blomeley Cllr R Parry Cllr M Ranger Cllr M Street	Mrs NL Clarke – Clerk				
<b>2. Apologies</b>	<b>RESOLVED (ts16/17/30)</b> to receive apologies from Cllr D Savage.					
<b>3. Declarations of Interest</b>	None					
<b>4. Public Speaking</b>	None					
<b>5. Minutes</b>	<b>RESOLVED (ts16/17/31)</b> to approve the minutes of the Committee Meeting held on 3 November 2016.					
<b>6. Matters Arising</b>	<ul style="list-style-type: none"> <li>• Hedge Cutting - Jubilee Walk has been completed.</li> <li>• Hermitage bridge – still on the pending list with CEC</li> <li>• Bridge on A536 Macclesfield Road – a list of proposed improvements has been received from CEC, including improved signage and road markings.</li> <li>• No sponsorship has been forthcoming for the village Christmas tree.</li> </ul>					
<b>7. Planning Applications</b>	<p>The Committee considered the following planning applications listed below and <b>RESOLVED (ts16/17/32)</b> to comment as follows:</p> <table border="1" data-bbox="443 1319 1474 1659"> <tr> <td data-bbox="443 1319 876 1489"><b>16/5569C</b> 2 Northway CW4 7ER</td> <td data-bbox="876 1319 1474 1489">Single storey side and rear extension to dwelling  <b>NO OBJECTION</b></td> </tr> <tr> <td data-bbox="443 1489 876 1659"><b>16/5498C</b> 4 Church Walk CW4 7AZ</td> <td data-bbox="876 1489 1474 1659">Change of use to dog grooming salon from estate agents.  <b>NO OBJECTION</b></td> </tr> </table>		<b>16/5569C</b> 2 Northway CW4 7ER	Single storey side and rear extension to dwelling  <b>NO OBJECTION</b>	<b>16/5498C</b> 4 Church Walk CW4 7AZ	Change of use to dog grooming salon from estate agents.  <b>NO OBJECTION</b>
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<b>16/5498C</b> 4 Church Walk CW4 7AZ	Change of use to dog grooming salon from estate agents.  <b>NO OBJECTION</b>					
<b>8. Highways Issues Review</b>	<p>The Committee noted the following updates:</p> <p><b>a)</b> Pedestrian Crossing at Middlewich Road primary school: CEC sent further information detailing a change of location as well as a downgrade from a signalized crossing to a zebra crossing.</p> <p><b>b)</b> HGV re-routing signs: CEC responded to questions on re-routing signage and the Parish Council request for additional signage. The indication was that the recently installed signage is adequate.</p> <p><b>c)</b> <b>Junction of Middlewich Road / Chester road</b> – Cllr Gilbert has requested a feasibility study on re-routing the priority at the junction</p> <p><b>d)</b> <b>Residential road resurfacing</b> – CEC responded to the request to indicate that the Balmoral Estate and Selkirk Drive have been programmed within</p>					

	<p>the 2018/19 micro asphalt programme. With regards to Riverside, Danefield and Brookfield Drive, CE Highways will continue to monitor these roads, ensuring these sections of road are safe for road users, ahead of any further investment.</p> <p>The Committee <b>RESOLVED (ts16/17/33)</b></p> <ol style="list-style-type: none"> <li>I. To receive the above reports</li> <li>II. That the clerk will request further information on the criteria and plans for the pedestrian crossing on Middlewich Road, along with details of the assessment CEC used to make the decision.</li> <li>III. To make representation that a signalized crossing would be more appropriate on this road.</li> </ol>									
<b>9. Speeding Issues</b>	<p><b>SIDs</b> – the Committee noted the repair of the SID on Station Road and that the Knutsford Road SID works intermittently.</p> <p><b>Speedwatch</b> – Cllr Armitt informed the Committee that the Speedwatch Training for new members of the group has been arranged with the Police on the 9<sup>th</sup> and 10<sup>th</sup> December.</p> <p>The Committee <b>RESOLVED (ts16/17/34)</b></p> <ol style="list-style-type: none"> <li>I. To request CEC move the SID post on Knutsford Road further out towards the Vicarage hotel.</li> <li>II. To obtain quotes for Speedwatch signs in preparation for the Speedwatch group working again.</li> </ol>									
<b>10. Road name Signs</b>	<p>Cllr Armitt updated the Committee with progress on the road name signs audit. A short list for sign replacement (along with photographs) has been submitted for approval at CE Highways.</p> <p>The Committee <b>RESOLVED (ts16/17/35)</b></p> <ol style="list-style-type: none"> <li>I. To obtain quotes for repainting the signs where necessary.</li> <li>II. To thank Cllr Armitt for her work.</li> </ol>									
<b>11. Memorial Benches</b>	<p>The Committee reviewed the draft policy for memorial benches / trees and <b>RESOLVED (ts16/17/36)</b> to recommend adoption by Full Council. See Appendix 1 for policy details.</p>									
<b>12. Christmas Tree and Lights</b>	<p>Cllr Street informed the Committee that the Christmas tree and lights are installed and lit for this year.</p> <p>The Committee considered the proposal to extend the lighting over a slightly larger area next year, and <b>RESOLVED (ts16/17/37)</b> to allocate £5000 into the 2017/18 budget for additional lights.</p>									
<b>13. Project List Arising from the Neighbourhood Plan</b>	<p>Cllr Blomeley reported on the Project List, and the Committee <b>RESOLVED (ts16/17/38)</b> to propose the following items to be included in the budget setting:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 5%;">I.</td> <td style="width: 85%;">Extending Christmas Lights</td> <td style="width: 10%; text-align: right;">£5000</td> </tr> <tr> <td>II.</td> <td>Seating at bus stops on Chester Road</td> <td style="text-align: right;">£2000</td> </tr> <tr> <td>III.</td> <td>Path by the library</td> <td style="text-align: right;">£5000</td> </tr> </table>	I.	Extending Christmas Lights	£5000	II.	Seating at bus stops on Chester Road	£2000	III.	Path by the library	£5000
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<b>14. Future Agenda Items</b>	<ul style="list-style-type: none"> <li>• Review of Trees</li> <li>• Church walk project</li> </ul>
<b>15. Chairman and Clerk's reports</b>	The Clerk reported on the consultation on new street naming proposal for Saltersford Corner.
<b>16. Public Speaking</b>	None
<b>The meeting closed at 8.52 p.m.</b>	

These minutes will be submitted for approval at the next meeting scheduled for 2<sup>nd</sup> February 2017

Signed as Chairman of the Committee as a true and accurate record:

.....Date.....

## **Appendix 1**

### **Policy Related to Remembrance Features in public places**

#### **Introduction**

Some members of the public are keen to remember loved ones by providing a permanent reminder in the surrounding in which they were familiar. This can also be to the benefit of the community if the memorial is either useful or attractive. The aim of this policy is to ensure:

- a) That any memorial is appropriate for the location in which it is placed
- b) That the costs of supply and installation are carried by the donor of the memorial
- c) That the responsibility for the maintenance of any memorial is clearly defined.
- d) That permanent features such as planters, benches or trees will enhance the street scene and maintain the character of the area
- e) That any wording associated with a memorial is of a suitable size, colour and type face.

#### **Policy**

1. The location on public land of any memorials to private individuals will be agreed with the Parish Council and Cheshire East Council or other public body where appropriate according to the plan created by the Parish Council.
2. Memorials should have some community benefit either as street furniture or by enhancing the appearance of the village.
3. Benches or trees must be of the type specified by the council in order to co-ordinate with any other benches or trees already situated in the intended area.
4. The cost of supply and installation of any memorial will be covered by the donor and must be paid for by the applicant prior to purchase and installation by the council.
5. The parish council will only consider memorials to individuals who have a direct connection with Holmes Chapel. Applications for deceased pets will not be considered.
6. Once installed the memorial can only be repositioned with the agreement of the Parish Council.
7. Any plaques or wording must be agreed with the parish council in advance.
8. Once supplied the item will become the property of the parish council and any routine maintenance costs covered by the parish council.
9. In the event of serious damage by accident, vandalism or becomes unsafe and beyond economical repair the parish council reserve the right to remove and not replace the item.
10. Any plaques will remain the property of the donor and must be maintained in good condition if damaged, removed.
11. This policy will be reviewed every two years.

#### **Additional information**

The parish council will keep a record of any memorials supplied including the donor's name and contact details.

The parish council will maintain a plan, which can be supplied to the public, showing all potential locations for additional seats or trees around the village.

Adopted 15 December 2016.

**Application Form**

Name of Donor	
Name on Memorial	
Address, Email and phone	
Description of memorial Information to allow purchase	
Text on plaque (maximum ... letters)	
Preferred Location	1. 2.
Cost of supply and installation	
Signatories	
Parish Council	
Donor	
Date	

Please return the completed form to:

Clerk of the Council  
Holmes Chapel Parish Council  
1 Church Walk  
Holmes Chapel  
Cheshire  
CW4 7AZ  
01477 533934  
[clerk@holmeschapelparishcouncil.gov.uk](mailto:clerk@holmeschapelparishcouncil.gov.uk)