

**MINUTES OF THE TECHNICAL SERVICES COMMITTEE**  
**Thursday 5<sup>th</sup> May 2016 at 7.00 p.m.**  
**1 Church Walk, Holmes Chapel, CW4 7AZ**

1. Attendance	Cllr M Ranger Cllr A Armit Cllr M Blomeley Cllr R Parry Cllr S Ranger Cllr M Street  Mrs N Clarke – Clerk to the Council			
2. Apologies	<b>RESOLVED (ts15/16/62)</b> to receive apologies from Cllr D Grice			
3. Declarations of Interest	None			
4. Public Forum	None			
5. Minutes	<b>RESOLVED (ts15/16/63)</b> to approve the minutes of the Committee meeting held on 10 March 2016			
6. Matters arising	<p><b>Station Road Bridge</b> - work has now been completed on the bridge although there is one gap which still needs filling</p> <p><b>Community payback</b> - work has been completed around Bessancourt, Picton Square and the path from Portree to London Road. Friends of the Dane Meadow have been liaising with their manager to organise work at the Meadow.</p> <p><b>Phone mast at Sam Dales</b> - enforcement have been involved as the mast has been up for more than 6 months. A planning application has now been submitted which was discussed at Strategy Committee meeting on 21<sup>st</sup> April 2016.</p> <p><b>Dog bins and fouling</b> – Noted the clerk has stickers available for use. Additional bins have been requested for Picton Square and Chester Road.</p> <p><b>Cigarette Bin</b> - CEC offered to relocate a bin on Station Road, to facilitate smokers on Manor Lane. The Clerk instead to contact the business to see if they will provide a bin for the smokers.</p> <p><b>Boundary signs</b> - the order has been placed with Signs of the Times and CEC. Delivery is expected mid to end of May 2016.</p> <p><b>Street lighting</b> - GR Bayley have been informed they have the contract and discussions are taking place on a timetable of work.</p>			
7. Planning Applications	<p>The Committee considered the following applications and <b>RESOLVED (ts15/16/64)</b> to comment as follows:</p> <table border="1" data-bbox="528 1648 1406 2016"> <tr> <td data-bbox="528 1648 903 2016"> <b>16/1996C</b> - 5 Brookfield Drive, CW4 7DT         </td> <td data-bbox="903 1648 1406 2016">           Proposed conversion of existing loft space to habitable accommodation including new dormer windows and velux windows. Side extension to provide extended kitchen, porch extension and alterations to window dressings.    <b>NO OBJECTION</b>            A neighbour has submitted an objection to the proposal to the         </td> </tr> </table>		<b>16/1996C</b> - 5 Brookfield Drive, CW4 7DT	Proposed conversion of existing loft space to habitable accommodation including new dormer windows and velux windows. Side extension to provide extended kitchen, porch extension and alterations to window dressings.  <b>NO OBJECTION</b> A neighbour has submitted an objection to the proposal to the
<b>16/1996C</b> - 5 Brookfield Drive, CW4 7DT	Proposed conversion of existing loft space to habitable accommodation including new dormer windows and velux windows. Side extension to provide extended kitchen, porch extension and alterations to window dressings.  <b>NO OBJECTION</b> A neighbour has submitted an objection to the proposal to the			

		Parish Council. The Clerk to contact the resident to encourage him to contact CEC directly.
	<b>16/2040C</b> - 8 Gleneagles Drive, CW4 7JA	Two storey side extension and single storey rear extension.  <b>NO OBJECTION</b>
<b>8. Highways Issues Review</b>	<p><b>HGV Re-routing Signage</b> – The Clerk to contact Dave Thomason, CEC, regarding a schedule for permanent signage and locations, especially further from the village. Cllr S Ranger commented on the poor state of the sign on Knutsford Road. The Clerk to report to CEC.</p> <p><b>SIDs</b> – Cllr Blomeley reported that problems are occurring with removing data from the SIDs due to computer issues. This is being addressed.</p> <p><b>SPEEDWATCH</b> – Cllr Armit reported on work in the village, focussing on Manor Lane, carried out in conjunction with Jill Cope PCSO.</p> <p><b>Parking Issues including Sandiford Road</b> – No further comments to be made.</p> <p><b>Puffin Crossing on Middlewich Road</b> – Further to requests from the school and parents, The Parish Council will continue to lobby CEC for a crossing at the school.</p> <p><b>Pelican crossing on Knutsford Road</b> – The committee noted a letter from a resident requesting a pedestrian crossing on Knutsford Road by Hawthorne Villas. The Clerk to write to CEC asking them to consider allocating money from future developments to provide pedestrian crossings at key points on Middlewich Road and Knutsford Road.</p> <p><b>RESOLVED (ts15/16/65)</b> to receive the reports and actions.</p>	
<b>9. Issues raised by members of the public:</b>	<p><b>Request for an additional Bus-Stop by the petrol station on Middlewich Road</b> – The Clerk to contact the bus company to highlight the issue and to ask if they will pick-up / drop residents at requested stops.</p> <p><b>Request for improvement to lighting at Chester Road – London Road junction</b> – The Clerk to write to CEC asking them to consider allocating money from future developments to provide improvements to pedestrian crossings, highlighting the poor lighting at this junction.</p> <p><b>Request for removal / improved maintenance of grass verges on Brookfield Drive</b> – The Clerk to contact CEC to look at options on how to deal with the grass verges e.g. making a lay-by out of some of the land.</p> <p><b>Request for the gaps in the hedge on Jubilee Walk to be filled</b> – The Clerk to purchase some shrubs for either the Village Volunteers or Community Payback to plant.</p> <p><b>RESOLVED (ts15/16/66)</b> to receive the above actions.</p>	
<b>10. Summer planting</b>	<p>The Committee noted the village volunteers will purchase and plant the baskets and tubs for the Parish Council. The Committee <b>RESOLVED (ts15/16/67)</b> to approve the contract for the watering and maintenance of the summer planting in the Village Centre to Ian Petherick.</p>	

<b>11. Benches</b>	<p>The Committee discussed the provision of additional benches in the village and proposed a review of the existing benches.</p> <p><b>RESOLVED (ts15/16/68)</b></p> <ul style="list-style-type: none"> <li>i. Cllr Street to complete a review of the existing benches to be brought back to Technical Services Committee.</li> <li>ii. To recommend Full Council discuss siting of new benches as arising from the Neighbourhood Plan.</li> </ul>
<b>12. Review of committee structure and responsibilities</b>	<p>The Committee reviewed the functions and responsibilities of the Committee and <b>RESOLVED (ts15/16/69)</b> to include the following as new responsibilities of the Committee:</p> <ul style="list-style-type: none"> <li>i. Police (issues which affect Technical Services)</li> <li>ii. CCTV</li> <li>iii. Other Public Buildings e.g. Library</li> <li>iv. HCCC Site e.g. parking</li> <li>v. Footpaths</li> <li>vi. Public Rights of Way</li> <li>vii. Drainage</li> <li>viii. Waterways and Rivers.</li> </ul> <p>See Appendix 1 for the full list of Committee Responsibilities.</p>
<b>13. Chairman and Clerk's Report</b>	<ol style="list-style-type: none"> <li>1. Cllr Street gave a report on the proposed revision to the garden Competition. See Appendix 2 for details.</li> <li>2. The Chairman reported on items to be carried forward to the next meetings of the Committee: <ul style="list-style-type: none"> <li>i. Benches</li> <li>ii. Drainage</li> <li>iii. Street Signage</li> <li>iv. Pavements and Gutters</li> <li>v. Potholes</li> <li>vi. Chasing up outstanding actions – introduce a whiteboard in the office for this purpose.</li> </ul> </li> <li>3. The Chairman commented on the A54 Safety and Speed Review from CEC, and encouraged members to forward comments to the Clerk.</li> <li>4. The Clerk reported that the Parish Council has achieved Quality Gold Status and will ensure publicity for this. The website, letterhead and emails will be updated.</li> <li>5. Cllr M Ranger thanked the Committee for the work over the past year and their individual input.</li> </ol>
	<b>The Meeting closed at 8.45p.m.</b>

These minutes will be submitted for approval at the next meeting scheduled for 16 June 2016. Until approved they are draft minutes.

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

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Date.....

## Appendix 1

<b>Technical Services Committee Functions</b>		
Planning applications		
Liaison with relevant task group(s)		
<b>Village Infrastructure</b>	<b>Highways</b>	<b>General Maintenance</b>
Shops and businesses	Police (enforcement)	Village volunteers
Churches	CCTV	Christmas lights
Other Public Buildings	Road Safety;	Annual planting, maintenance
Car Parking	Street lighting;	Grass Cutting
Pedestrian issues	Improvements	Litter and cleanliness
Public facilities – e.g. toilets	Traffic problems	Recycling
HCCC Site – Parking etc	Complaints and repairs	Footpaths
	Highway Programmes	Public Rights of Way
	M6	Drainage
	Street Cleaning	Waterways and Rivers.
	Street Naming	
	Street Signage	

## Appendix 2

### Details of Village Competition

#### Garden Competition:

There will be two prizes

- one overall winner
- one Dane Housing winner

#### Photography Competition:

Each year will have a different theme – 2016 theme – Nature Photograph

There will be three prizes

- Ages 5 years to 11 years
- Ages 12 years to 17 years
- 18 Years and over.

Photos (7 x 5) to be submitted to:

Parish Council Office, 1 Church Walk, Holmes Chapel, CW4 7AZ by 18 September 2016  
Name, Address, Age category and Location of photo on back of photograph. (Must be Holmes Chapel)

Arrangements for judging the photography competition to be made by end of September 2016

There will be a prize giving ceremony in October – date t.b.a.