

**MINUTES OF A MEETING OF TARVIN PARISH COUNCIL HELD IN THE EDNA ROSE ROOM, TARVIN COMMUNITY CENTRE ON MONDAY 15TH DECEMBER 2014**

**PRESENT:** Councillor E Lush (Chairman)  
Councillor S Hardacre  
Councillor R Hones  
Councillor C Jones  
Councillor P Miles  
Councillor M Pochin  
Councillor J W Shaw-Pollard  
Councillor B Spruce  
Councillor R Williams

**IN ATTENDANCE:** 1 Member of the Public  
Parish Council Clerk – Mr M Hassall  
Cheshire West and Chester Councillor H Deynem

**APOLOGIES:** Councillor D H Cotgreave (prior engagement)  
Councillor P Twigg (ill health)  
Cheshire West and Chester Councillor J Leather

**14/165 DECLARATIONS OF INTEREST, DISCLOSABLE PECUNIARY INTERESTS, AND DISPENSATIONS**

**14/165.1 New Written Requests for Dispensations**

There were no new requests.

**14/165.2 Declarations of Interest**

Members were invited to declare any Disclosable Pecuniary or other Interest in any item of business on the agenda and, if necessary, leave the meeting prior to discussion of that item.

No such declarations were made.

**14/166 OPEN FORUM**

**RESOLVED:** that the meeting be adjourned for the Open Forum.

**14/167 PARISH COUNCIL MEETING**

**RESOLVED:** that the meeting be reconvened.

**14/168 REPORT ON OPEN FORUM**

Borough Councillor Deynem had congratulated Tarvin on holding a very successful Christmas Market on 6th December 2014 and had added that the hard work put in by local residents had been well worthwhile.

**14/169 MINUTES OF THE MEETING HELD ON 24TH NOVEMBER 2014**

**RESOLVED:** that the minutes of the meeting held on 24th November 2014 be signed by the Chairman as a correct record.

**14/170 REPORT ON ACTIONS ARISING FROM THE MEETING ON 24TH NOVEMBER 2014**

**14/170.1 Tree outside Chemist on High Street** (Previous Minute 14/148.4)

Cheshire West and Chester Council Tree Officer had inspected the tree and confirmed that it needed to be removed. A choice of three trees had been offered.

**RESOLVED:** that Highways be asked to plant a Sorbus comixta 'Embley'

**14/170.2 Future Land Use Masterplan** (Previous Minute 14/164.2)

Councillor Pochin had spoken to Fisher German and found them to be fairly unhelpful.

**RESOLVED:** that the Clerk write to the Diocese asking them to consider entering into an option to buy agreement.

**14/170.3. Pre-application Advice Form** (Previous Minute 14/148.3)

Cheshire West and Chester Council had promised a response during the coming week.

**RESOLVED:** that in view of the time taken to produce a response Council request that the £250 be returned.

**14/170.4 Bench** (Previous Minute 14/149.7)

**RESOLVED:** that the Clerk ask whether the old bench could be donated to the village.

**14/170.5 Public Footway** (Previous Minute 14/150.3)

The public footway had been closed as the Countryside Stewardship Scheme had come to an end

**14/170.6 Christmas Trees** (Minute 14/159.2)

**RESOLVED:** that the Clerk write a letter of thanks to Broomheath Plantation for donating the Christmas Trees

**14/171 LIST OF OUTSTANDING ITEMS**

A copy of the list of outstanding items not covered elsewhere is attached to the minutes.

**3.2 Meeting with Tennis Club**

The informal meeting with the Tennis Club had taken place on 2nd December 2014. The improvements that the Club were considering were proposals to install floodlighting on the bottom two courts and also to build a new replacement Clubhouse within the land used by the Tennis Club. It was expected that Council would receive formal proposals from the Tennis Club later in the month.

**RESOLVED:** that the Clerk arrange for Councillors Hardacre, Lush, and Williams to visit another local club with floodlighting to see what floodlighting in Tarvin may look like

**4.11 Meeting with Mr E McHenry**

The meeting had taken place on 1st December 2014. Issues outstanding from last year's ward walk had been covered along with concerns about poor communication from Cheshire West and Chester Council

**4.14 Woodlands Sign**

Highways had removed the Woodlands Walk sign from the end of Townfield Lane on 27th November 2014.

**7.1 Bench**

Chester and District Housing Trust had confirmed that new quotes were being sought and that a new bench was likely to be ordered in January 2015 and installed in February 2015

**14/172 PLANNING MATTERS**

**14/172.1 RESOLVED:** that the following comments be made on the planning applications submitted

**14/04786/FUL** – Key Workers Dwelling (Permanent) – Land opposite Brook Cottage, Willington Road, Willington

Comment: We would like the Planning Officer to ascertain whether the proposed dwelling meets all the criteria to qualify as an agricultural building. If it does, and if approval is given, appropriate restrictions should be put in place including no change from the agricultural tie. The existing public footpath must not be compromised.

**14/04836/FUL** – Proposed garden walls – 80 High Street, Tarvin

Comment: No Objections

**14/04870/FUL** – 7 dwellings – Cheshire Brick and Slate, Horton Lane, Horton

Comment: We object to the loss of an employment site, despite it being a brownfield site. We also have serious concerns that approval of one application could lead to even more residential development on the rest of the site. We consider that residential developments on this site are inappropriate given its location in the countryside.

### **14/172.2 NOTICES**

The following notices had been received:

**14/02925/OUT** - Erection and siting of dwelling and detached garage with associated works, including construction of vehicular access and vehicular hardstanding, septic tank, ancillary soakaway system and landscaping works (Site A) - Land Adjacent To Austin Hill Farm Tarporley Road Tarvin Chester

and

**14/02926/OUT** - Erection and siting of dwelling and detached garage with associated works, including construction of vehicular access and vehicular hardstanding, septic tank, ancillary soakaway system and landscaping works (Site B) | Land Adjacent To Austin Hill Farm Tarporley Road Tarvin Chester – **REFUSAL**

**14/04388/FUL** - Single storey extension to rear (demolition of existing) – Church Farm, Church Street, Tarvin - **PERMISSION**

**14/04421/FUL** – Alterations and extension to rear of the dwelling – Downdale Cottage, Cross Lanes, Tarvin - **PERMISSION**

### **14/172.3 PLANNING APPEAL**

**14/03019/FUL** – Single storey extension – 9 Hockenhull Lane, Tarvin - **APPEAL ALLOWED AND PLANNING PERMISSION GRANTED**

### **14/173 NEW HOMES BONUS**

A copy of a letter from Cheshire West and Chester Council is attached to the minutes. The Clerk would be returning the form stating that the 2013/14 allocation of £3,518 was being spent on:

Defibrillator £765.00

Three new Highways Signs for the Village £1,295.00

Speeding Assessment Oscroft £1,458.00

### **14/174 BUDGET YEAR TO MARCH 2016**

The Finance Working Party had met on 29th November 2014 and prepared a draft budget, a copy of which is attached to the minutes. The Chairman reminded the meeting that the budget could be finalised and approved at the January 2015. It was noted that the local area tax base would not be known until later in the month.

**RESOLVED:** (14/174.1) that the figures and explanations produced to date be accepted with the contingency being used for possible professional fees for Garden Field

**RESOLVED:** (14/174.2) that the following strategy be approved for replacement of staff at the appropriate time:

That if practically possible there be up to a three month overlap when a Clerk leaves and a new one starts and that the extra costs for salary and training be taken from the cash reserves at that time

**RESOLVED:** (14/174.3) that the Clerk obtain further details about the Snow Angel Scheme

**RESOLVED:** (14/174.4) that Special Projects for 2015/16 be considered at the January 2015 meeting

#### **14/175 NEIGHBOURHOOD PLANS**

The meeting noted that Tarvin Civic Trust had made an offer of help.

**RESOLVED:** (14/175.1) to invite Cheshire Community Action to help lead the Open Meeting to be arranged in January 2015

**RESOLVED:** (14/175.2) to invite a representative from Tattenhall Parish Council to be in attendance at the Open Meeting

**RESOLVED:** (14/175.3) that a budget of £300 be agreed to prepare and publish a publicity leaflet to be distributed to all households in the Parish approximately 14 days before the meeting

#### **14/176 REPORT ON JOINT PARISH COUNCIL MEETING**

A copy of the report from Councillor Lush is attached to the minutes.

The meeting noted that the next Joint Council meeting would be held on Tuesday 3rd February 2015

#### **14/177 KING GEORGE V PLAYING FIELD**

##### **14/177.1 Main Gates**

**RESOLVED:** that a quotation from Blackwell's Stonecraft Ltd to clean the stone panels in pillars at the Playing Field of £140.00 for each gate be approved

##### **14/177.2 Gate between Playing Field and Community Centre**

The new gate had been installed on 27th November 2014

#### **14/178 REPORT ON COMMUNITY GOVERNANCE REVIEW WORKSHOP**

The main points from the workshop and from information received from Cheshire West and Chester Council since then were as follows:

a. The existing Tarvin Parish Council would cease to exist at midnight on 31st March 2015 and Councillors would step down at that time.

b. A new Tarvin Parish Council (covering the new Parish) would be in place from 1st April 2015 with two employees. There would not be any Councillors until after the election in May. However in order to ensure that any urgent business was able to be transacted, it had been agreed by Cheshire West and Chester Council that serving parish councillors be invited to act as representatives on the new Tarvin Parish Council during this interim period and that this information be included in the Reorganisation Orders.

c. The Annual Parish Meeting would not be held in April 2015 as approved at the last Council meeting. It would probably need to be held between 18th and 31st May 2015, but that will be confirmed in the near future.

d. For those properties the existing Tarvin Parish Council would lose the Council would need to give an appropriate proportion of its general unearmarked cash reserves to the

Parish(s) taking over those properties. The only cash coming in would be for Commons Farm, Oscroft. All the other incoming properties were from unparished areas. It had been estimated that the percentage for transfer of funds would be 0.7%.

The meeting noted that:

- a. the Clerk was in the process of completing a document for Cheshire West and Chester Council which included a list of assets to be transferred from the old Parish Council to the new Parish Council
- b. all eleven serving Councillors had agreed to act as representatives.

**14/179 WE ARE WATCHING YOU – DOG FOULING CAMPAIGN**

A paper giving details of the scheme is attached to the minutes. In principle Council supported the scheme. Councillor Hones was asked to try to provide a list of ten possible locations for signage at the next meeting.

**14/180 CLERK’S REPORT/CORRESPONDENCE**

The following had been forwarded to Councillors:

- a. Cheshire West and Chester Council – Members Briefings No’s 764 to 773
- b. Tarvin Community Woodland Trust – Minutes of November 2014 meeting

**14/181 FINANCIAL MATTERS**

**14/181.1 Cheque Payments**

**RESOLVED:** that the following payments be authorised –

Payee	Detail	Amount to be Paid
VAT	Net Amount to Charge against budget	Budget available before payment
<b>Mr R S Law</b>	Hedge cutting Playing Field	<b>96.00</b>
16.00	80.00	200.00
<b>Society of Local Council Clerks</b>	Membership Subscription 2015	<b>149.00</b>
0.00	149.00	191.80
<b>Chester and District Housing Trust</b>	Garage Rent – Qtr. to 31st March 2015	<b>60.58</b>
0.00	60.58	78.26
<b>Tarvin Methodist Church</b>	Hire of Room 17th July, 3rd, 6th, and 9th September, 7th, 16th, and 30th October, 8th and 29th November, 2nd December 2014	<b>96.60</b>
0.00	96.60	216.80
<b>Tarvin Community Centre</b>	Hire of Room 27th October, 24th November, 1st and 15th December	<b>92.40</b>
0.00	92.40	120.20

<b>Wicksteed Leisure Ltd</b>	Repairs to Play Equipment	<b>420.00</b>
70.00	350.00	1,455.00
<b>Payroll Cheques</b>	December 2014	<b>1,000.62</b>
0.00	1000.62	4,761.75

**14/181.2. Council Tax Reduction Scheme**

A copy of a letter from Cheshire West and Chester Council is attached to the minutes

**RESOLVED:** (14/181.2.1) that the draft response prepared by Councillor Lush, copy attached, be approved after the words “In our opinion” be added at the beginning of the sentence “This is a totally inaccurate way of representing the issue” and forwarded to Cheshire West and Chester Council.

**RESOLVED:** (14/181.2.2) that a copy of the letter be forwarded to Mrs J Weaver at the Cheshire Association of Local Councils

**14/181.3 HM Revenue and Customs**

**RESOLVED:** that HM Revenue and Customs be paid the sum of £390.10 to cover PAYE and National Insurance Contributions for the Quarter to 31st December 2014 by Internet Banking Transfer

**14/182 TOPICS FOR TARVINONLINE**

**RESOLVED:** that articles be written on the new tree for the High Street, Budget, Playing Field Gates, New Homes Bonus and Neighbourhood Planning Meeting

**14/183 DATE OF NEXT MEETING**

**RESOLVED:** that the next Council meeting be held on Monday 26th January 2015 – 7.15pm - Edna Rose Room, Tarvin Community Centre

**14/184 RESOLUTION** – “That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be temporarily excluded and they are instructed to withdraw” (personal data)

**14/185 STAFF PAY REVIEW**

The National Association of Local Councils had published the new pay scales for 2014-2016 to be implemented from 1st January 2015.

**RESOLVED:** that the new pay rates be implemented with immediate effect.