

MINUTES OF A MEETING OF TARVIN PARISH COUNCIL HELD IN THE EDNA ROSE ROOM, TARVIN COMMUNITY CENTRE ON MONDAY 23RD MARCH 2015

PRESENT: Councillor E Lush (Chairman)
Councillor D H Cotgreave
Councillor S Hardacre
Councillor P Miles
Councillor J W Shaw-Pollard
Councillor B Spruce
Councillor P Twigg
Councillor R Williams

IN ATTENDANCE: 2 Members of the Public
Parish Council Clerk – Mr M Hassall

APOLOGIES: Councillor R Honess (out of area on day of meeting)
Councillor C Jones (work commitment)
Councillor M Pochin (work commitment)
Cheshire West and Chester Councillor H Deynem
Cheshire West and Chester Councillor J Leather

14/231 DECLARATIONS OF INTEREST, DISCLOSABLE PECUNIARY INTERESTS, AND DISPENSATIONS

14/231.1 New Written Requests for Dispensations

There were no new requests.

14/231.2 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.

14/232 OPEN FORUM

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

14/233 PARISH COUNCIL MEETING

RESOLVED: that the meeting be reconvened.

14/234 REPORT ON OPEN FORUM

Concerns had been raised regarding Planning Application 14/05277/FUL and in particular for the preservation of the two oak trees within the grounds and the parking of vehicles outside the property along Broomheath Lane.

14/235 MINUTES OF THE MEETING HELD ON 23RD FEBRUARY 2015

RESOLVED: that the minutes of the meeting held on 23rd February 2015 be signed by the Chairman as a correct record after the word “was” from removed from between the words “mention” and “made” on Page 69 line 18

14/236 REPORT ON ACTIONS ARISING FROM THE MEETING ON 23RD FEBRUARY 2015

14/236.1 Parking on Grass Verge close to Greenacre Garage (Previous Minute 14/225.1)

Greenacre Garage staff and users of the garage were being asked to park safely on the road when and where possible.

14/236.2 Compulsory Purchase of Field (Previous Minute 14/216.2)

Cheshire West and Chester Council had stated that they would not consider the compulsory purchase of part of a field

14/237 PLANNING MATTERS

14/237.1 RESOLVED: that the following comments be made on the planning applications submitted

15/00806FUL – Two storey side and rear extension – 10 Broom Crescent, Tarvin

Comment: No Objections

15/00527/FUL – Two storey side extension and single storey side/rear extension – Mount Pleasant, Tarporley Road, Tarvin

Comment: No Objections

15/00679/FUL – Proposed single storey rear extension – Rode House, 55 High Street, Tarvin

Comment: No Objections

15/00876/FUL – Erection of a garage and associated groundworks – Glebe Cottage, Church Street, Tarvin

Comment: No Objections

14/05277/FUL - Proposed residential development of 3 detached houses, associated garages and access - Land Adjacent To Laburnum Cottage, Broomheath Lane, Tarvin
Amended plans have been submitted for the above application

Comment: No Objections in principle however concerns over the scale of plot 3 and also the need to ensure that the trees are not damaged. A construction management plan should include parking off the road and any damage to the verges to be repaired by the developer.

15/01000/FUL – Erection of agricultural buildings including livestock building, machinery store and storage barn – amendment to application 12/04597/FUL – Hockenhull Hall, Hockenhull Lane, Hockenhull

It was not possible to comment on this application as Cheshire West and Chester Council had failed to provide the necessary paperwork and the application could not be viewed online during the meeting due to an error on their website

RESOLVED: (237.1.1) that the Clerk report the error to Cheshire West and Chester Council and ask for it to be repaired

RESOLVED: (237.1.2) that in view of the fact that Councillors were standing down on 31st March, which meant that there was insufficient time to arrange a further meeting, that Councillors forward their comment via e-mail to the Clerk and that the Clerk be authorised to collate and produce a comment for Cheshire West and Chester Council

14/237.2 NOTICES

The following notices had been received:

15/00253/FUL – Two and single storey rear extension – Meadow Cottage, Platts Lane, Tarvin - **PERMISSION**

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

14/238 STREETSCENE/HIGHWAYS

14/238.1 Community Clear-Up Day

The Community Clear-up Day had been extremely successful with many local residents supporting the event in different ways. Particular thanks was expressed to Councillor Hones who had organised the event and Mr Peter Maiden for his invaluable contribution, in particular for his work in reinstating the footpath on Hockenhull Lane close to Tarvin Hall.

It was considered that further Community Clear-up Days should be undertaken and it was suggested that the next one be held in September 2015

14/238.2 Footway along Holme Street

RESOLVED: that the Clerk ask Highways to reinstate the footway on both sides on Holme Street to enable local residents to walk on the footway.

14/238.3 Mount Pleasant Tarpoley Road

The owners of Mount Pleasant had tidied up the front of their property.

14/238.4 Tarpoley Road

Councillors Hones and Cotgreave along with Mr Peter Maiden had met with Mr Roger Crimes and agreed the work required to clear up the area from Brown Heath Farm to Cross Lanes. The Clerk had approved a quote of £220.00 and the work would be carried out before the end of March 2015.

14/238.5 Footway from the Top of Tarpoley Road to Duddon

Two separate complaints had been received from local residents regarding the very poor state of the footpath which runs from the top of Tarpoley Road to Duddon.

RESOLVED: that the Clerk ask Highways to reinstate the footway

14/238.6 Platts Lane, Bruen Stapleford

Concerns were raised regarding the damaged verges on Platts Lane, oil running along the south side of the roadway, and a number of pot holes further west along the road towards Old Moss.

RESOLVED: that the Clerk ask Highways to resolve the issues

14/239 LIST OF OUTSTANDING ITEMS

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

Item 1.2 Osborne and Co Ltd

Councillors Lush, Shaw-Pollard and Williams together with the Clerk had met Mr Mike Osborne to discuss the Council's comments on their Top Farm scheme. Mr Osborne had confirmed that although there might be a gate between Forge Way and the development it would not be locked and there would be unrestricted access for pedestrians and cyclists through the site. He had also confirmed that contractor vehicles would be confined to the site and any damage to the Ridgeway would be made good. He had noted that the Parish

Council thought that a brick wall should be a feature as the development was in the Conservation Area and he promised to look at Councils suggestion that access to the site should be off the A54 and full hedge reinstatement after development except for the provision of a pedestrian gate.

Item 3.3 Children's Play Area

The hot washing had been completed on 13th March 2015.

Item 3.4 Children's Play Area

The overgrown hedge and other greenery had been cut back

Item 4.17 Speed limits, Shay Lane and Cross Lanes, Oscroft

The speed limit assessment was almost complete and the next stage, which was validation with the Police, should be completed in the next 2-3 weeks

Item 5.2 Bus Stops/Shelters

Work was underway

Item 6.1 Tree Pruning on High Street

The work had been completed on 9th March 2015

Item 7.4 Wright Marshall Sign

The sign had been removed

14/240 SAXON HEATH UPDATE

14/240.1 A copy of the report of a meeting held on 26th February 2015 is attached to the minutes.

14/240.2 An e-mail from a local resident complaining that Taylor Wimpey had only installed a fence part way across the boundary to diffuse the noise from the road had been forwarded to Councillors. Council studied a plan provided by Councillor Cotgreave which showed that the fence had been erected in accordance with Planning Approval.

RESOLVED: (14/240.2.1) that Councillor Cotgreave raise the issue at the meeting with Taylor Wimpey on 9th April 2015 and request that the fence is extended across the boundary

RESOLVED: (14/240.2.2) that the Clerk write to Muir Housing asking them to put pressure onto Taylor Wimpey to extend the fence

RESOLVED: (14/240.2.3) that the Clerk write to the local resident informing them of the above actions

RESOLVED: (14/240.2.4) that Councillor Cotgreave ask Taylor Wimpey to complete the pedestrian/cycle access onto Tarporley Road and Broomheath Lane as soon as possible.

14/241 KING GEORGE V PLAYING FIELD

14/241.1 Tennis Club

RESOLVED: that the request from the Trustee meeting that Council puts £1,000 aside to cover legal advice with regard to the Tennis Club be approved. (Any costs regarding any changes to the lease or licence would need to be met by the Tennis Club)

14/241.2 Lighting Column outside Tennis Court (Previous Minute 14/217.3)

The contractor had tilted the lantern slightly and that had resolved the issue of the light shining into a bedroom window. The time clock had also been changed so that rather than being on throughout the night the light went off at 12.30am and then came on at 4.30am for 2 hours. Since then however a number of properties on Crossfields had become aware of the light shining into their properties. Comment was also made that since the adjustment had been made it was noticeably dark whilst walking along the path alongside the back of the Scout and Guide Hut. Councillor Twigg reported that she would be prepared to manage a project for the Playing Field to install new low level lighting.

RESOLVED: (14/241.2.1) that new lighting for the field be added to the Special Projects list

RESOLVED: (14/241.2.2) that the Clerk ask the contractor to adjust the time clock so that the light goes off at 11.30pm.

14/242 GARAGE SHEAF CLOSE

The meeting noted that Tarvin Community Woodland Trust would continue to use and pay for the garage after 1st April 2015.

14/243 RISK ASSESSMENT/STATEMENT ON INTERNAL CONTROL/INSURANCE REVIEW

The Finance Working Party had reviewed the above.

14/243.1 Risk Assessment.

RESOLVED: that the risk assessment document attached to the minutes be approved. Amendments from the previous year are shown in red.

14/243.2 Statement on Internal Control.

RESOLVED: that the statement of internal control document attached to the minutes be approved. Amendments from the previous year are shown in red.

14/243.3 Insurance Review

The Insurance Review had been carried out by the Finance Working Party and they were happy that the existing cover met the requirements of the Council

RESOLVED: that the recommendation be accepted.

14/244 ANNUAL REPORT

The meeting noted that written reports for the Annual Report needed to be forwarded to the Clerk no later than 30th April 2015. Those who had received grants during the year would be invited to provide a report.

14/245 COMMUNITY CENTRE AND CHILDREN'S CENTRE

Councillor Hardacre reported that the Children's Centre would close at the end of the month leaving three rooms surplus to Cheshire West and Chester Council requirements. The Community Centre Committee had considered the suggestion of taking over the space and including it as part of the overall Community Centre's floor area. However the Committee had decided it was not able to go ahead as it would add to the service charge – which was calculated on floor space – unless there was a reasonable chance that income could be generated from the rooms.

Following discussions with the Borough Council, an offer had been made that the three rooms would be licensed to the Community Centre for a year, free of charge, to see if income generating opportunities could be developed. The Committee had agreed to accept the offer. However there was no money currently available to renovate, decorate or change the three rooms which may make them difficult to let. The Committee was unwilling to be deflected from their prime purpose, which was the remodelling of the rear room.

14/246 CHESHIRE WEST AND CHESTER COUNCIL - PLAYING PITCH STRATEGY REVIEW (Members Briefing No 801)

Cheshire West and Chester Council had engaged consultants, Knight, Kavanagh and Page to review playing pitches across the Council area.

RESOLVED: that the new Council respond to the review in either June or July 2015

14/247 CLERK’S REPORT/CORRESPONDENCE

14/247.1 The following had been forwarded to Councillors:

- a. Cheshire West and Chester Council – Members Briefings No’s 798 to 807
- b. Cheshire West and Chester Council – Local Council Bulletin – February 2015
- c. Locality – New Funding on offer for local communities
- d. Neighbourhood Planning Update March 2015
- e. Cheshire West and Chester Council – Local Plan Part Two – Land Allocations and Detailed Policies – Local Service Centre Consultation
- f. E-mail from Gladman requesting a meeting with the Parish Council

RESOLVED: (14/247.1.1) that the Clerk arrange for the new Strategy Working Party to meet with Gladman

RESOLVED: (14/247.1.2) that the Clerk forward a copy of the letter to Mr John Tweed. The meeting noted that the Strategy Working Party would be meeting with Mr John Tweed and Mr Steve Goodwin on Monday 30th March 2015 in accordance with minute 5.1 of the Planning Committee Meeting held on 8th January 2015.

14/247.2 Letter from the Pensions Regulator

The Clerk had received a letter from the Pensions Regulator reminding Council that the law on workplace pensions had changed and that every employer must automatically enrol those who meet certain criteria into a workplace pension. The staging date for Council was 1st March 2016. The Clerk had registered himself as nominated contact with the Pensions Regulator.

14/247.3 Local Councils Excellence Award Evening

The meeting noted that Councillor Hardacre would be representing Council at the Local Councils Excellence Award Evening on 25th March 2015. Councillor Cotgreave was no longer available.

14/247.4 Clerks Employment

The Clerk confirmed that he would be continuing with his employment with the Council. He reported that he had been approached by the new Willington Parish Council to be their Clerk in addition to the duties with Tarvin. He had informed Willington that he did not wish to take on this role as he was looking to reduce his workload not increase it. However he had agreed to help Willington by attending their early meetings and also helping them advertise for and appoint a Clerk.

14/248 FINANCIAL MATTERS

14/248.1 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
HAGS-SMP Ltd	Repair to top of Mobilus Equipment on King George V Playing Field	96.00
16.00	80.00	1,105.00
Zero Gum Ltd	Hot Wash Wet Pour surfaces on Children’s Play Area	492.00
82.00	410.00	1,025.00

Tarvin Community Centre	Hire of Room for Council Meetings January to March 2015	75.60
0.00	75.60	27.80
Mr R Crimes	Hedge Cutting and Removal of Brash – Children’s Play Area – King George V Playing Field	195.00
0.00	195.00	615.00
BT Payment Services Ltd	Telephone and Internet February 2015	58.29
9.71	48.58	10.31
Scottish Woodlands	Tree Work High Street and Church Street, Tarvin	576.00
96.00	480.00	675.50
Tarvin Methodist Church	Hire of Room for Meetings January to March 2015	85.00
0.00	85.00	0.00
Mr M Hassall	Clerk Expenses Qtr. to March 2015	74.17
0.00	74.17	73.10
Mr M Hassall	Re-imbursment of Expenditure – 12 Easy Pickers £72.87 Viking Direct Printer Cartridges, Paper, Replacement Back up Memory Sticks £241.88 Maplin – 10m cable for use at Pc meetings £49.99 Staples – Replacement storage boxes £27.98	392.72
44.97	337.75	
Payroll Cheques	March 2015	979.68
0.00	979.68	1,739.90

14/248.2 RESOLVED: that HM Revenue and Customs be paid the sum of £321.66 to cover PAYE and National Insurance Contributions for the Quarter to 31st March 2015 by Internet Banking Transfer

14/249 NEW TARVIN PARISH COUNCIL - PERIOD 1ST APRIL TO 18TH MAY 2015

The meeting was reminded that all Councillors would stand down at midnight on 31st March 2015 when the existing Tarvin Parish Council was abolished. The new Tarvin Parish Council would be in existence from 1st April 2015. Councillors elected to serve on the new Tarvin Parish Council will do so from 18th May 2015.

RESOLVED: (14/249.1) that between 1st April and 18th May 2015 the Clerk be authorised to make any decisions necessary in order for the general business of Tarvin Parish Council to be progressed.

RESOLVED: (14/249.2) that between 1st April and 18th May 2015 the Clerk be authorised to approve and make any payments that become due. Cheques to be signed by two already authorised signatories.

14/250 TOPICS FOR TARVINONLINE

RESOLVED: that articles be written on the light on the Playing Field, Saxon Heath meetings, Playing Field Review, and end of the existing Council

14/251 DATE OF NEXT MEETING

RESOLVED: that the first meeting of the new Council meeting be held on Monday 18th May 2015 – 7.15pm - Edna Rose Room, Tarvin Community Centre