

**MINUTES OF A MEETING OF TARVIN PARISH COUNCIL HELD IN THE EDNA ROSE ROOM, TARVIN COMMUNITY CENTRE ON MONDAY 18TH DECEMBER 2017**

**PRESENT:**

Councillor P Ryan (Chairman)  
Councillor E Lush (Vice Chairman)  
Councillor B Dean  
Councillor R Ford  
Councillor M Lloyd  
Councillor M Pochin

**IN ATTENDANCE:**

1 Member of the Public  
Cheshire West and Chester Councillor J Leather  
Parish Council Clerk – Mr M Hassall

**APOLOGIES:**

Councillor D H Cotgreave (prior commitment)  
Councillor C Jones (unwell)  
Councillor P Twigg (unwell)  
Councillor S Willey (prior commitment)  
Cheshire West and Chester Councillor H Deynem

**17/188 DECLARATIONS OF INTEREST, DISCLOSABLE PECUNIARY INTERESTS, AND DISPENSATIONS**

**17/188.1 New Written Requests for Dispensations**

There were no new requests.

**17/188.2 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.

**17/189 OPEN FORUM**

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

**17/190 PARISH COUNCIL MEETING**

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

**17/191 REPORT ON OPEN FORUM** (This minute was not reported to Council in the formal meeting. It is a record of the items raised in the Open Forum)

**17/191.1** The member of the public had asked:

**17/191.1.1** when the graffiti would be removed from the silver birch tree on the playing field. The Clerk had reported that the offensive graffiti had been removed using a small amount of ethanol. It was hoped that the initials would be able to be removed in the near future using a combination of soap and water with a scrubbing brush and the peeling off an outer bark layer.

**17/191.1.2** whether there were any plans for CCTV to be installed at the bottom of the field, or whether action could be taken to prevent youngsters congregating by the silver birch tree at the bottom of the field. It had been confirmed that there were no plans to

install CCTV at the bottom of the field and that to comply with the objects of the charity all the field must be available for recreation by members of the public.

**17/191.2** Borough Councillor Leather had reported that he and Borough Councillor Deynem both had small amounts of funding left in their Members Budgets for the financial year to March 2018.

**17/192 MINUTES OF THE MEETING HELD ON 27TH NOVEMBER 2017**

**RESOLVED:** that the minutes of the meeting held on 27th November 2017 be signed by the Chairman as a correct record.

**17/193 REPORT ON ACTIONS ARISING FROM THE MEETING ON 27TH NOVEMBER 2017 NOT COVERED BY THE AGENDA**

**17/193.1 Police and Crime Commissioner** (Previous Minute 17/171)

The Community Centre Management Committee had made the Community Centre available as a local base for the local PCSO and the offer had been accepted by the Police. It was expected that the base would be used from April 2018.

**17/193.2 Information Board** (Previous Minute 17/181.1)

Tarvin Civic Trust had confirmed that they were happy with the proposal from Council.

**17/193.3 A51 Road** (Previous Minute 17/171.2)

A report prepared by Matthew Waterhouse had been forwarded to Councillors.

**RESOLVED:** that the Clerk ask whether Councillors Ford and Lloyd could be added to the working party.

**17/194 CO-OPTION OF NEW COUNCILLOR**

**RESOLVED:** that Helen Flynn be co-opted onto the Council to serve until the next Local Council election.

**17/195 PLANNING MATTERS**

**17/195.1 Planning Applications**

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

**17/05064/FUL** – Replace one window with new UPVC window – Kingsley House, 37 High Street, Tarvin

Comment: The proposed new window does not appear to be a like for like replacement which is what we would expect in the conservation area. We are happy with a PVC replacement if it is acceptable to the Conservation Officer.

**17/05130/CAT** – To fell two spruce trees and fell one copper beech tree and reduce the size of one green beech tree – Spruce Cottage, 2 Hockenhull Lane, Tarvin

Comment: We have concerns regarding the lack of information, and in particular the lack of accurate sketches and detailed reasons for the need to remove the trees. We would expect the applicant to provide a report prepared by an appropriate professional providing the necessary information for the request to be considered and then a decision taken.

**17/195.2 Notices**

The following notices had been received:

**17/04043/FUL** – Single Storey front porch – 17 The Pryors, Tarvin - **PERMISSION**

**17/04365/FUL** – Replacement dwelling and new garage, new vehicular access and associated landscaping – Oak Tree Cottage, Ryecroft Lane, Bruen Stapleford - **PERMISSION**

### **17/195.3 OSCROFT FARM**

The meeting examined a photograph taken from a point approximately two metres back from the edge of Shay Lane/ Willington Road looking to the corner of the barn which was in the line of the visibility splay required by Highways as a precondition of the planning permission. The meeting noted that the fence obstructed the line of sight towards the corner of the barn.

**RESOLVED:** that the Clerk forward the photograph to Planning Enforcement asking them to check that the fence was in accordance with planning approval

### **17/196 NEIGHBOURHOOD PLANNING**

The meeting noted that the Steering Group had met on 14th December 2017 and also that the Tarvinonline team would be putting together a series of articles in the very near future covering the main points of the various sections of the plan so that residents could look at what the plan proposed under the different headings.

### **17/197 SPECIAL PROJECTS 2017/18**

Councillor Ryan reported that work on the kissing gate by St Andrews Church would be carried out early in 2018. He was disappointed that the Borough Council had not carried out work on stiles or kissing gates and would be speaking to the Public Rights of Way Officer.

### **17/198 KING GEORGE V PLAYING FIELD**

#### **17/198.1 Tennis Club Legal Agreement.** (Previous Minute 17/176.1)

The Clerk had written to the Tennis Club informing them that Legat Owen had agreed to carry out the work which Wright Marshall would charge for at no cost and that the Clerk would complete as much of the two applications forms for Fields in Trust as he could to save solicitors costs. Since then Cullimore Dutton had forwarded an updated account and asked for a further payment before any other work was done. Their total costs to date amounted to £850.00 plus VAT of £170.00.

The Clerk had asked the Tennis Club to arrange for the payment to be made to the Parish Council as soon as possible and also to provide Council with written confirmation that they wished Council to proceed with this matter and that they, the Tennis Club, would cover the remaining costs which, if everything went well, would be the cost of Council's solicitor plus a legal notice in the Chronicle. The response from the Tennis Club was examined by the meeting.

**RESOLVED: (17/198.1.1)** that the Clerk write to the Tennis Club and include the following points:

- that Council had kept the Tennis Club fully informed
- that Council, like the Tennis Club, had believed that once the easement agreement had been signed by both parties it would satisfy the requirements of Fields in Trust and the Charity Commission
- that Council was not in a position to give an assurance that an application to Fields in Trust would be successful
- that Council would allow the Tennis Club to repay the legal costs over a period of time rather than up front if the Clubs finances did not allow them to do so

◦ that either the Tennis Club, or the Tennis Club and Council jointly, should apply to the Members Budgets for a grant towards the costs incurred by the Tennis Club.

**RESOLVED: (17/198.1.2)** that the Clerk ask Cullimore Dutton for a breakdown of the charges to date

**17/198.2 CCTV**

British Telecom had been unable to improve the speed so they had upgraded the line to their Superfast Fibre Optic Broadband. The new Laptop had been ordered and received and Crime Prevention Services would be installing the software on the laptop on 19th December.

**17/198.3 Damaged Tennis Court Fencing**

An update from the Tennis Club was awaited.

**17/198.4 Lighting Column**

The lighting column at the bottom of the field had been repaired on 11th December 2017.

**17/198.5 Drainage**

This item had not been progressed due to the poor weather.

**17/198.6 Booking**

The meeting noted that the George Heath Foundation had booked the field for their Annual Football Tournament on Saturday 5th May 2018.

**17/199 THE GREAT BRITISH SPRING CLEAN 2018**

The event was scheduled to take place over the weekend 2nd to 4th March 2018.

**RESOLVED:** that Council take part as it had done on previous occasions

**17/200 LOCAL PLAN PART TWO LAND ALLOCATIONS AND DETAILED POLICIES PUBLICATION DRAFT CONSULTATION**

Cheshire West and Chester Council had publishing the Local Plan (Part Two) Land Allocations and Detailed Policies Publication Draft for comment between 11th December 2017 and ending at 5pm on 29th January 2018.

**RESOLVED:** that Councillors study the document before the next meeting.

It was suggested that comments be sent to the Clerk prior to the meeting and that a draft response be put to the next meeting.

**17/201 CHRISTMAS LIGHTS**

**RESOLVED:** that new lights be purchased for Oscroft

**17/202 LIST OF OUTSTANDING ITEMS**

**5.1 Bus Stops**

Cheshire West and Chester Council had installed the markings on the Church Street Bus Stop. They had attempted the High Street stop (by the rear access to the Co-op) on three occasions by putting cones across the area at 7am but cars had parked within the working area and prevented them from carrying out the work. The road lining team would be trying again in January, using a Temporary Traffic Regulation Order, which would enable them to have cars lifted if necessary.

**4.4 A54 Road**

The speed limit assessment had been carried out along the 50mph sections of the A54, between the 40mph speed limit and the derestricted speed limit near Shay Lane recently and the recommendation was no change. Highways had agreed to meet with the Clerk on 12th January to talk through the report before it was published.

Councillors Dean, Lloyd, and Lush, offered to join the Clerk at the meeting but were unavailable on 12th.

**RESOLVED:** that the Clerk ask Highways to change the meeting to 11th January 2018.

**17/203 “BATTLES OVER – A NATIONS TRIBUTE 11TH NOVEMBER 2018”**

**RESOLVED:** that Council encourage St Andrew's Church to ring their bells at 7:05pm on 11th November 2018 to commemorate the end of World War 1, 100 years ago

**17/204 CLERK’S REPORT/CORRESPONDENCE**

**17/204.1** The following e-mail correspondence had been forwarded to Councillors:

- a. Cheshire Association of Local Councils E Bulletins
- b. Post Office – new opening hours following the consultation
- c. Cheshire West and Chester Council – Draft Community Assets Framework Consultation

**RESOLVED:** that suggested comments be forwarded to the Clerk via e-mail in order that a draft response could be put to the January 2018 meeting

- d. CPRE Newsletter and Future Events

**17/204.2 Village Quiz**

**RESOLVED:** that Councillor Ford replace Councillor Ryan on the team for the quiz to be held on 12th and 19th January 2018

**17/205 FINANCIAL MATTERS**

**17/205.1 November 2017 Payments** (Previous Minute 17/183.1.2)

Councillor Lloyd had confirmed in writing that the payments had been made as approved by Council.

**17/205.2 RESOLVED:** that the following payments be authorized and that payments be made by internet banking:

<b>Payee</b>	<b>Detail</b>	<b>Amount to be Paid</b>
<b>VAT</b>	Net Amount to Charge against budget	<b>Budget available before payment</b>
<b>Neuromuscular Centre</b>	Printing – Neighbourhood Plan	136.00
0.00	136.00	1961.00
<b>Fastrack Maintenance Ltd</b>	Grass Cutting December 2017	<b>303.53</b>
<b>50.59</b>	252.94	586.24
<b>Mr M Hassall</b>	Reimbursement of Expenditure ASUS Laptop + Office 365 Software	<b>1,061.94</b>
176.99	884.95	0.00
<b>Tarvin Community Centre</b>	Hire of Room for Council Meetings October to December £105.72 Neighbourhood Plan Meetings October to December £52.86	<b>158.58</b>
0.00	158.58	347.37
<b>Cullimore Dutton</b>	Lease re CCTV – Payment on Account	<b>500.00</b>
0.00	500.00	0.00
<b>KDE Ltd</b>	Lighting Column Repair	<b>122.80</b>

	King George V Playing Field	
20.46	102.34	1,791.76
<b>Centregreat Ltd</b>	Electrical and Structural Testing of all Council Lighting Columns + repair to lighting column Barrow Lane	<b>1,201.98</b>
200.33	1,001.65	1,689.42
<b>Payroll</b>	December 2017	<b>1,245.80</b>
0.00	1,245.80	6,129.32

**17/205.3 RESOLVED:** that the following payment be authorized with payment to be made by cheque:

<b>Payee</b>	<b>Detail</b>	<b>Amount to be Paid</b>
VAT	Net Amount to Charge against budget	Budget available before payment
<b>Sanctuary Housing Services Ltd</b>	Final Bill for use of garage – May to September 2017	<b>124.50</b>
0.00	124.50	124.50

**17/205.4 Direct Debit**

The meeting noted that the following payment had been made by direct debit on 29th November 2017

British Telecom Plc – Telephone and Internet November 2017 including the one off set up costs for the new line on the playing field – £217.95

**17/205.5. Section 106 money**

Council was reminded that £30,500.00 needed to be spent on a BMX Track and Skate Park during the coming year.

**RESOLVED:** that the Clerk forward a copy of the Section 106 agreement to Councillor Dean who would study it to see whether any renegotiation was possible.

**17/205.6 HMRC**

**RESOLVED:** that HM Revenue and Customs be paid the sum of £802.39 to cover PAYE and National Insurance Contributions for the Quarter to 31st December 2017 by Internet Banking Transfer during the week commencing 8th January 2018.

**17/206 TOPICS FOR TARVINONLINE**

**RESOLVED:** that articles be written the British Spring Clean, Neighbourhood Plan update, dogs on leads on the playing field, and CCTV on the playing field

**17/207 DATE OF NEXT MEETING** - Monday 22nd January 2018 – 7.15pm - Edna Rose Room, Tarvin Community Centre.