

**MINUTES OF A MEETING OF TARVIN PARISH COUNCIL HELD IN THE EDNA ROSE ROOM, TARVIN COMMUNITY CENTRE ON MONDAY 26TH MARCH 2018**

**PRESENT:**

Councillor P Ryan (Chairman)  
Councillor E Lush (Vice Chairman)  
Councillor D H Cotgreave  
Councillor B Dean  
Councillor H Flynn  
Councillor R Ford  
Councillor C Jones  
Councillor M Lloyd  
Councillor P Twigg

**IN ATTENDANCE:**

3 Members of the Public  
Parish Council Clerk – Mr M Hassall

**APOLOGIES:**

Councillor M Pochin (out of the area on the day of meeting)  
Councillor S Wiley (business commitment)  
Cheshire West and Chester Councillor H Deynem  
Cheshire West and Chester Councillor J Leather

**17/248 DECLARATIONS OF INTEREST, DISCLOSABLE PECUNIARY INTERESTS, AND DISPENSATIONS**

**17/248.1 New Written Requests for Dispensations**

There were no new requests.

**17/248.2 Declarations of Interest**

Members were invited to declare any Disclosable Pecuniary Interest, Outside Body Interest, or Family, Friend or Close Associate Interest in any item of business on the agenda and, if necessary, leave the meeting prior to discussion of that item. Councillor Ford declared a Pecuniary Interest in Planning Applications 18/00834OUT and 18/00633/PDQ. Councillor Cotgreave declared a Family, Friend, or Close Associate Interest in Minute 17/260 in respect of the Cinder Track land. No other declarations were made.

**17/249 OPEN FORUM**

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

**17/250 PARISH COUNCIL MEETING**

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

**17/251 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)

A local resident had commented on the Parish Councils articles for Tarvinonline.

**17/252 MINUTES OF THE MEETING HELD ON 26TH FEBRUARY 2018**

**RESOLVED:** that the minutes of the meeting held on 26th February 2018 be signed by the Chairman as a correct record.

## **17/253 REPORT ON ACTIONS ARISING FROM THE MEETING HELD ON 26TH FEBRUARY 2018 NOT COVERED BY THE AGENDA**

**17/253.1 The Great British Spring Clean** (Previous Minute 17/238.1)

**17/253.1.1 Tarvin Clean Up.** Eight people had helped to pick litter on 10th March and had collected about 15 bags of rubbish in total plus some larger items. They had left the filled green bags adjacent to litter bins around the village for Streetscene to collect and the larger items had been left just inside the Community Centre gate for Streetscene to take away.

**17/253.1.2 Oscroft Clean Up.** Twelve people had collected 18 bin bags of litter from the roadside verges of Cross Lanes, Shay Lane, and Willington Road to the junction with Flat Lane. The bin bags had been stockpiled at the litter bin on the Green and Streetscene had collected the bin bags promptly.

The meeting noted that a number of Oscroft residents were keeping in touch with each other via “WhatsApp” which had been used to promote the Clean Up.

**17/253.2 Planning Application 18/00494/S73** - Variation of condition 2 (plans) of planning permission 16/04928/FUL – Abbeyfield, Holme Street, Tarvin (Previous Minute 17/239.2)

The following had been received from the Planning Officer: “There are no major changes proposed – the changes primarily relate to altering the window types in all the units, adding some timber cladding to units 4-6, and a slight alteration to the orientation of the garage of unit 1.”

**17/253.3 Street Lighting** (Previous Minute 17/235.5)

The lighting column reported as requiring repair due to a shield hanging from the lighting column had not been in need of repair. The shield had been placed there by Cheshire West and Chester Council streetlighting department at the request of residents to stop light shining into one of the resident’s properties.

**17/253.4 Village Fete** (Previous Minute 17/244)

The group had appreciated the offer but there were other significant factors that were preventing the group from arranging a Village Fete this year.

## **17/254 PLANNING MATTERS**

### **17/254.1 Planning Applications**

**17/254.1.1 18/00669/FUL** - Erection of a single storey rear orangery extension – 27 Hockenhull Crescent, Tarvin. Comment was not made on this application as Cheshire West and Chester Council had already approved the application.

**17/254.1.2 RESOLVED: that the following comments be made on the planning applications submitted**

**18/00834/OUT** – Outline application for the residential redevelopment of 3no. detached dwellings - Amendment to application 16/04455/OUT – Craythorne, Tarporley Road, Tarvin

Comment: We are concerned that the proposal is inappropriate development in the Open Countryside. We wish to challenge the assumption of Permitted Development Rights as we can find no record of any previous approval and do not take this assumption as correct. We have concerns regarding access to the land that goes around the site and how well it would be accessed if the present proposal was approved. It is not sustainable development being distant from community facilities.

**18/00633/PDQ** – Change of use of two agricultural buildings to dwellings – Craythorne, Tarporley Road, Tarvin

Comment: We object to this application which is patently aimed at merely establishing a 'fallback position' in respect of the wider re-application to develop three detached houses on the same site, an application that was rejected by the Council in 2017.

The application makes no attempt to justify how the conversion of two dilapidated outbuildings could be a viable development and co-exist with the existing Craythorne plot. No mention is made regarding access, provision of utilities, sewerage, parking and so on. Moreover, the grounds for the Council's rejection of the original Craythorne scheme apply equally to this application.

The proposed development would not be located within a settlement identified in the Development Plan as the most sustainable locations for new development.

The proposed dwelling houses would be located within the countryside but they do not require a countryside location and could be accommodated within one of the identified settlements.

It would not be readily accessible to employment facilities or community facilities, and residents would be primarily reliant on the use of private motor vehicles.

The proposal would introduce new dwelling houses with associated development and paraphernalia, which would erode the open and undeveloped rural character and appearance of this part of the countryside, and due to the proposed layout, they would appear as an alien urban form of development, thereby harming the intrinsic character and beauty of the Cheshire Countryside.

Economic or social benefits do not exist to outweigh the harm caused by the proposed development.

As such, the proposed development would represent an unsustainable form of development, contrary to the provisions of Policies STRAT1, and STRAT9 of the Cheshire West and Chester Council.

**18/00896/FUL** - Conversion and extension of existing garage into granny annexe – Countryside, Shay Lane, Tarvin

Comment: We do not object to the principle of the proposed granny annexe, but object to the proposed planning application as submitted.

The proposed extensions to the existing garage creates a building of generous proportions (its size is considered out of proportion to its intended use) and effectively a freestanding 3 -bedroom dwelling, that potentially could operate independently as a separate new dwelling - located in open countryside, where new dwellings are not usually permitted.

Should approval be given a legal agreement/condition should be included preventing the annexe from becoming a separate dwelling.

Note - The Parish Council considers that granny annexes usually involve the creation of extra rooms in or attached to a dwelling to enable a dependant relative to live as part of the family. Providing accommodation by converting existing buildings - there must be realistic links between the accommodation and the main dwelling to ensure the property remains a single dwelling (same "planning unit"). It should be limited in scale and designed to allow future re-use as a single unit with the main dwelling. Adequate provision must be made for additional on-site parking provision where relevant.

## **17/254.2 Notices**

The following notices had been received:

**18/00073/FUL** – Single storey rear extension, front roof lights and loft conversion incorporating rear dormer window – Sunnyside, Church Street, Tarvin - **PERMISSION**

**18/00189/FUL** – Single storey side and rear extension to bungalow – 2 Arden Close, Tarvin - **PERMISSION**

**18/00590/FUL** – Loft conversion with rooflights – 3 Broomheath Lane, Tarvin – **PERMISSION**

**17/05409/FUL** - Wooden structure single storey carport - one closed and one open - Pryors Heys Cottage, Weetwood - **PERMISSION**

## **17/255 NEIGHBOURHOOD PLANNING**

### **17/255.1 Steering Group Meeting**

Notes of the Neighbourhood Plan Steering Group Meeting held on 15th March 2018 are attached to the minutes. Councillor Lush reported that the second bullet point referring to paragraph 3.2.3 would be reviewed and amended at the next Steering Group meeting as it had not been agreed by the Steering Group.

Concern was expressed regarding the Cheshire West and Chester Council comment that “the King George Playing Field has no community use.” Councillor Lush confirmed that Cheshire West and Chester Council had been asked for an explanation and a reply was awaited.

### **17/255.2 Secondary School Places**

Copies of a report from Councillor Lush and correspondence from the Chairman of Tarvin Primary School are attached to the minutes.

**RESOLVED (17/255.2.1):** that Councillors Flynn, Lush, Ryan, and Twigg meet with Tarporley High School and that the Clerk arrange the meeting.

**RESOLVED (17/255.2.2):** that the Clerk inform the Chairman of Governors of Tarvin Primary School of the action taken by Council.

## **17/256 KING GEORGE V PLAYING FIELD**

### **17/256.1 Field Committee Meeting**

Draft minutes of the meeting held on 15th March 2018 had been forwarded to Councillors and were noted.

### **17/256.2 Condition of the Field**

A copy of a report from Councillor Lush is attached to the minutes. The meeting noted that those who used the field were happy with the playing surface. It was noted however that at present most of the users were not using the full length of the football pitch. The youngsters from Tarvin Athletic, for example, were normally playing across it. Councillor Ryan offered to try to find out how much it would cost to improve the playing surface in order that the matter could be considered in more detail at a future date.

### **17/256.3 Hot Wash – Children’s Play Area**

**RESOLVED:** that a quotation of £600.00 plus VAT from Zero Gum Ltd be approved.

### **17/256.4 General Field Maintenance**

A quotation of £378.00 had been received to turf and cover the exposed matting either side of the slide located on the hill within the play area, place rubber matting under the three benches at the scout hut end of the field and under the new bench in the play area, and provide a temporary timber post fence and plant holly to block the gaps in the hedge behind the scout hut.

**RESOLVED:** that the quote be approved.

### **17/256.5 Footpath Lighting Project**

Councillor Twigg reported that she had met with a representative of Centregreat Ltd to talk through the supply and installation of additional lighting columns to run parallel to the footpath that runs through the playing field.

He had advised that it was possible to dig a trench to run parallel to the path and connect into the existing power source, taken from the existing lighting column. He was recommending that three new four metre downlighter columns be installed, one to replace the existing column, one positioned mid-way along the tennis courts, and the other at the end of the tennis court closest to the play area. He also advised that the existing column next to the footpath coming from Meadow Close should have its head replaced with a similar modern down light.

A quotation was awaited.

#### **17/256.6 Drainage**

Councillor Ryan reported that he was waiting for two quotes to resolve the issue of the poor drainage at the top of the field.

#### **17/256.7 Scout Hut**

The meeting noted that the Clerk had received three separate complaints from residents about the dog training that had taken place during the afternoon of 26th March. The Scout and Guide Hut had been hired out for dog training and whilst most of the dog training appeared to have taken place inside the building some of it, a minor part, had been outside on the car park. The Clerk was asked to discuss the matter with the Scout and Guide Movement.

### **17/257 RISK ASSESSMENT/STATEMENT ON INTERNAL CONTROL/INSURANCE REVIEW**

The Finance Working Party had reviewed the above.

#### **17/257.1 Risk Assessment.**

**RESOLVED:** that the risk assessment document attached to the minutes be approved.

#### **17/257.2 Statement on Internal Control.**

**RESOLVED:** that the statement of internal control document attached to the minutes be approved.

#### **17/257.3 Insurance Review**

The Finance Working Party were happy that the existing cover met the requirements of the Council.

**RESOLVED:** that the recommendation be accepted.

### **17/258 DELIVERY OF NEWSLETTERS**

The meeting reviewed the requirement for a newsletter and the delivery of newsletters to all properties in the Parish.

**RESOLVED (17/258.1):** to continue with the quarterly newsletter and to continue to deliver it to all properties in the Parish.

**RESOLVED (17/258.2):** that Councillor Twigg review the circulation list with individual Councillors to ensure that each Councillor was happy with their delivery round.

**RESOLVED (17/258.3):** that Council advertise for more people to help with the delivery of newsletters.

### **17/259 LIST OF OUTSTANDING ITEMS**

The list was examined by the meeting.

Item 4.1 St Andrews Z Team had cut the hedges back and removed all overgrowth on the footpath to Poole Bank from the Kissing Gate in the corner of the Churchyard.

**17/260 SECTION 106 FUNDING**

Cheshire West and Chester Council appeared willing to release the funds for an alternative capital project if the S106 agreement could be amended with the agreement of Taylor Wimpey. They were checking to confirm whether a formal deed of variation would be required or if a letter from Taylor Wimpey confirming their acceptance that the money could be spent elsewhere would suffice. Taylor Wimpey had indicated that they were prepared to approve an amendment. Thanks were expressed for the work put in by Councillor Pochin. Four capital projects had been mentioned by Councillors:

- Improving High Street and Church Street Scenery
- Purchase green belt land where A51/A54 meets at Tarvin roundabout
- Upgrade Cinder Track between Tarporley Road and Cross Lanes
- Floodlights on the Bowling Green on King George V Playing Field

It was considered that the item on the King George V Playing Field could be extended to cover other projects on the field including the lighting column project.

**RESOLVED (17/260.1):** that Councillors Lush, Pochin, and Twigg prepare documents within the next seven days highlighting the pros and cons of the projects that they had suggested and then forward the documents to the Clerk.

**RESOLVED (17/260.2):** that a working group of Councillors Dean, Ford, and Ryan examine the documents and prepare a proposal for the next meeting.

**17/261 ANNUAL PARISH MEETING**

The meeting noted that the Annual Parish Meeting would be held in the Edna Rose Room at the Community Centre on Thursday 3rd May 2018 at 7.30pm. The Parish Council Annual Report would be sent to the printer immediately following this meeting. Those giving reports at the Annual Parish Meeting would need to provide the Clerk with a written copy of the report.

**17/262 CLERK’S REPORT/CORRESPONDENCE**

**17/262.1** The following e-mail correspondence had been forwarded to Councillors:

- a. Cheshire Association of Local Councils E Bulletins
- b. Cheshire West and Chester – Local Government Boundary Review – Final recommendations
- c. Tarvin Community Woodland Trust – Minutes of the March 2018 meeting
- d. Cheshire West and Chester Local Plan (Part Two) Land Allocations and Detailed Policies – Submission to the Secretary of State for Communities and Local Government

**17/262.2** Events to commemorate World War 1

Councillors Cotgreave, Ryan and the Clerk had attended the meeting. In addition to much happening on Sunday 11th November St Andrews Church were planning daily events during the week leading up to 11th and events were likely to take place at the Community Centre during the first two weekends of November. Those who met would continue to meet on a regular basis to progress ideas and further details would be provided when bookings, timings, etc had been confirmed

**17/263 FINANCIAL MATTERS**

**17/263.1 February 2018 Payments**

Councillor Ford had confirmed in writing that the payments made by the Clerk were as approved by Council.

**17/263.2 RESOLVED:** that the following payments be authorised and that payments be made by internet banking:

Payee	Detail	Amount to be Paid
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VAT	Net Amount to Charge against budget	Budget available before payment
<b>Cheshire Community Action</b>	Work undertaken re Neighbourhood Plan	<b>1,487.10</b>
0.00	1487.10	1,500.00
<b>Sage UK Ltd</b>	Payroll Software – Annual Licence – Year to Mar 19	<b>226.80</b>
0.00	226.80	159.25
<b>Tarvin Community Centre</b>	Hire of Room for Council Meetings January to March 18 £79.29 Neighbourhood Plan Public Meetings £35.24 Neighbourhood Plan Steering Group Meeting £17.62	<b>132.15</b>
0.00	132.15	188.79
<b>Fastrack Maintenance Ltd</b>	Ridgeway - Clear the grass verge at the base of the hedge of rubbish and dilapidated temporary fencing. Cut around street lighting globes using hand held equipment. Cut back overgrown hedge with side arm flail hedge cutter to put hedge into condition for future regular maintenance. Clear garden debris & cut down saplings and overgrown conifer in the corner to put into condition for regular annual maintenance. Remove all arisings and rubbish etc from the site and take to a green waste recycling station.	<b>597.46</b>
99.58	497.88	2,814.96
<b>Tarvin Methodist Church</b>	Hire of Room for 2 Field Committee Meetings, one Planning Committee Meeting, and one A51 Pinch Point Meeting	<b>48.46</b>
0.00	48.46	56.67
<b>Mr M Hassall</b>	Clerks Expenses Qtr. to 31 March 18 Heat & Light Allowance £52.00 Postage £5.04 Ink Cartridges £82.35	<b>139.39</b>
13.73	125.66	250.51
<b>Payroll</b>	March 2018	<b>1,246.00</b>
0.00	1,246.00	2,304.79
<b>HMRC</b>	PAYE and Nat Insce January to March 2018	<b>1,081.69</b>
0.00	1,081.69	1,058.79

**17/263.3 Direct Debit**

The meeting noted that the following payment had been made by direct debit on 1st March 2018

British Telecom Plc – Telephone and Internet February 2018 – £114.82

**17/263.4 Audit Year to March 2018**

The meeting noted that the Council records would be delivered to Sandbach for the Internal Auditor on Tuesday 24th April and collected on Wednesday 9th May. They would then need to be approved by Council at the meeting on 21st May and sent to the External Auditor following that meeting.

**17/264 TOPICS FOR TARVINONLINE**

**RESOLVED:** that Councillor Lush write articles on Whats App, meeting with Tarporley High School, volunteers to deliver Tarvin Times, Section 106 money, and dogs on lead on the playing field.

**17/265 DATE OF NEXT MEETING** - Monday 23rd April 2018 – 7.15pm - Edna Rose Room, Tarvin Community Centre.