

MINUTES OF A MEETING OF TARVIN PARISH COUNCIL HELD IN THE EDNA ROSE ROOM, TARVIN COMMUNITY CENTRE ON MONDAY 13TH MAY 2019

PRESENT:

Councillor E Lush (Chairman)
Councillor R Ford (Vice Chairman)
Councillor D H Cotgreave
Councillor B Dean
Councillor S Dutton
Councillor M Pochin
Councillor P Ryan
Councillor P Twigg
Councillor S Wiley

IN ATTENDANCE:

2 members of the public
Cheshire West and Chester Council – Councillor H Tonge
Parish Council Clerk – Mr M Hassall

APOLOGIES:

Councillor H Flynn (family commitment), Cheshire West and Chester Councillor J Leather

19/021 ELECTION OF CHAIRMAN

RESOLVED: that Councillor Lush be appointed Chairman for the coming year.

19/022 DECLARATION OF ACCEPTANCE OF OFFICE

Councillor Lush signed the Declaration of Acceptance of Office.

19/023 APOLOGIES AND REASONS FOR ABSENCE – Councillor H Flynn (family commitment), Borough Councillor J Leather

19/024 CO-OPTION OF COUNCILLOR

Section 21 of the Representation of the People Act 1985 gives the Council the power of co-option to fill vacancies remaining unfilled following an ordinary election.

RESOLVED: that the Clerk advertise the one vacancy and request that applications are made in writing by 21st June 2019.

19/025 ELECTION OF VICE CHAIRMAN

RESOLVED: that Councillor Ford be appointed Vice Chairman for the coming year.

19/026 DECLARATION OF OFFICE (Councillors)

The Clerk confirmed that all Councillors had completed their Declarations.

19/027 APPOINTMENTS TO COMMITTEES AND WORKING GROUPS OF THE PARISH COUNCIL

RESOLVED: that the following be appointed for the coming year:

PLANNING COMMITTEE

All Councillors.

FINANCE WORKING PARTY

Councillors D H Cotgreave, R Ford, E Lush, M Pochin, S Wiley

KING GEORGE V PLAYING FIELD WORKING PARTY

(To work with the Clerk to ensure that the day to day management of the field was covered and to advise Council and/or the charity on any issues requiring attention)

Councillors S Dutton, P Twigg

STREETCARE WORKING PARTY

Councillors B Dean, R Ford, and P Ryan

ADVISORY WORKING PARTY

Councillors D H Cotgreave, E Lush, P Twigg

PUBLIC FOOTPATH WORKING PARTY

Councillors B Dean, P Ryan

GRANTS FOR LOCAL ORGANISATIONS WORKING PARTY

Councillors H Flynn, R Ford, P Ryan

19/028 APPOINTMENTS TO OTHER GROUPS/ ORGANISATIONS

RESOLVED: that the following be appointed for the coming year:

COMMUNITY CENTRE MANAGEMENT COMMITTEE

Councillor H Flynn

TARVIN EDUCATIONAL TRUST

Councillor D H Cotgreave

CHESHIRE ASSOCIATION OF LOCAL COUNCILS

(Parish Forums)

Councillors E Lush and S Wiley

19/029 KING GEORGE V PLAYING FIELD COMMITTEE

A Committee for the King George V Playing Field Charity (Registered Charity No 1083973) to meet at least three times a year with the main users of the Playing Field. The purpose of the committee is to provide regular face to face contact between all parties and provide an opportunity for issues to be shared. The main users of the field are expected to share an update on their work at each meeting.

RESOLVED: that the following be appointed for the coming year:

Councillors S Dutton, H Flynn, P Twigg. Councillor Twigg to act as Chairman of the Committee.

19/030 ADOPTION OF CODE OF CONDUCT

RESOLVED: that “the Council adopts the Code of Conduct for Members adopted by Cheshire West and Chester Council on 10th December 2015 as the Council’s code of conduct under section 27(2) and 27(3) of the Localism Act 2011.

19/031 DECLARATIONS OF INTEREST, DISCLOSABLE PECUNIARY INTERESTS, AND DISPENSATIONS

19/031.1 New Written Requests for Dispensations

There were no new requests.

19/031.2 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. Councillor Wiley declared a Disclosable Pecuniary Interest in Planning Application 19/01084/FUL and stated that he would leave the room when the application was considered. No other declarations were made.

19/031.3 Members Declarations

Members were reminded that they should check that their Members Declaration of Interests were up to date.

19/032 OPEN FORUM

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

19/033 PARISH COUNCIL MEETING

RESOLVED: that the Council meeting be reconvened.

19/034 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)

19/034.1 A resident had thanked Councillor Ryan for his prompt action in tidying the area at the bottom of the King George V Playing Field immediately following the damage caused by a fallen tree during bad weather. She had also asked that the cut logs be removed from the field.

19/034.2 Borough Councillor Tonge had introduced himself and provided further details about his background and how he hoped to work with the Parish Council.

19/035 MINUTES OF THE MEETING HELD ON 17TH APRIL 2019

RESOLVED: that the minutes of the meeting held on 17th April 2019 be signed by the Chairman of the meeting as a correct record.

19/036 REPORT ON ACTIONS ARISING FROM THE MEETING HELD ON 17TH APRIL 2019 NOT COVERED BY THE AGENDA

Waste Bin Top of Tarpoley Road (Previous Minute 19/013)

The meeting noted that Streetcare had agreed to replace the bin.

19/037 PLANNING MATTERS

19/037.1 Planning Applications

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

19/01028/FUL - Retention of existing field shelter, construction of new stable block and improvement to existing access and provision of hard-standing/turning area (private recreational use only) – Land at Tarpoley Road, Tarvin

Comment: No Objections in principle but the road safety document is historical so request liaison with Highways as the road has become considerably busier.

19/01084/FUL – Change of use from D1 children's day nursery to D2 role play and imagination centre for children - Unit 10, Pool Bank Business Park, High Street, Tarvin

Comment: No Objections

19/01438/S73 – Variation of Condition 2 (Approved Plans) of 18/03625/FUL - Oak Tree Cottage Ryecroft Lane Bruen Stapleford

Comment: No Objections

19/037.2 Notices

19/00221/FUL - Proposed single storey rear extensions, single storey front infill extension /open porch structure, addition of roof lights to front / rear elevations, replacement windows and other external alterations - Hollytrees Cross Lanes Oscroft – **PERMISSION**

19/038 KING GEORGE V PLAYING FIELD

19/038.1 New Lighting

The work had been completed during the week commencing 23rd April 2019.

19/038.2 New Equipment (Proludic)

The equipment had been installed during the week commencing 6th May 2019.

19/038.3 Re-seeding of Field

The work had been completed on Friday 19th April 2019.

19/038.4 Hot Wash – Children’s Play Area

The work had been completed on Tuesday 30th April 2019.

19/038.5 Scout and Guide Hut – usage

Planning had responded to the request from the Clerk, but further clarification had been requested.

19/038.6 Fallen Tree

A Mountain Ash tree at the bottom end of the field had been badly damaged during poor weather on 27th April 2019 – all that remained was a 2m high stump. Under the circumstances the Clerk had instructed Canopy Tree Care to carry out a full inspection of the trees on the field. That had been carried out at a cost of £150 plus VAT. A copy of the report was examined by the meeting.

19/038.6.1 RESOLVED: that the following quotes be approved:

Quote 1

T.8 Oak – Remove dead wood.

T.12 Mountain Ash – Fell broken stem to near ground level.

T.13 Damson – Cut Ivy.

T.14 Holly – Cut back Elderberry.

T.16 Hawthorn – Cut Ivy.

T.23 Birch – Remove broken branch.

For the price of £200.00 (Two hundred pounds) plus VAT.

Quote 2

Given continued decline in T8 Oak, consideration might be given to its removal

Fell T.8 Oak to fence height (instead of removing dead wood).

For the additional price of £250.00 (Two hundred and fifty pounds) plus VAT.

Quote 3

Reduce crown of T.11 Birch (not required for health and safety) to appease neighbours.

For the additional price of £80.00 (Eighty pounds) plus VAT.

For all quotes:

Remove all arisings from site.

19/038.6.2 RESOLVED: to plant a new tree on the field and to take advice from the Field Management team regarding its position.

19/038.7 Scout and Guide Movement and Tennis Club – Legal Agreements

Cullimore Dutton had amended the Agreement for the Scout and Guide Movement. The Clerk had approved it and a copy had been sent to the Scout and Guide Movement for their approval. The Tennis Club agreement had not been received for signature.

19/039 TARVIN NEIGHBOURHOOD PLAN

Councillor Lush reported that the independent examiner had finished his work on the draft Tarvin Neighbourhood Plan. He had made a number of recommendations which have had to be accepted before the Plan could move to a referendum. Most of the changes related to proposed policies which he said should be reclassified as aspirations because the Parish Council did not have control of the affected land.

Councillor Lush confirmed that the Steering Group which produced the Plan would prepare the referendum version of the Plan and then disband. Cheshire West and Chester Council would be responsible for organising the referendum which was expected to be held at some point in July 2019.

RESOLVED: that a letter of thanks be sent to Ms Rosie Morgan, Cheshire West and Chester Council, for all the help that she had provided throughout the whole process.

19/040 CLEAN UPS

RESOLVED: to carry out clean ups twice a year, in Spring and then during Autumn.

19/041 VILLAGE FETE

RESOLVED: to have a stall at the Fete to promote the Neighbourhood Plan.

19/042 BANK MANDATE

RESOLVED: (19/042.1) that former Councillor M Lloyd be removed from the mandate

RESOLVED: (19/042.2) that Councillor S Wiley be added to the mandate and be authorised to access online banking.

19/043 DUCKERS WELL

RESOLVED: not to provide more gravel stone at the present time.

19/044 STREET NAMES AND SIGNAGE

19/044.1 Weetwood

RESOLVED: not to add any signage for Weetwood

19/044.2 Unnamed road opposite Weetwood Grange

RESOLVED: that Councillor Pochin approach those that he knew who lived along the road to ascertain whether they would be interested in having the road named.

19/044.3 Kelsall Road

It appeared that the Fire and Rescue Service do not recognise addresses along Kelsall Road as when they had recently been called out to a fire in a garden, they could not locate the address on their system.

RESOLVED: that the Clerk speak to the Fire and Rescue Service to try to resolve any issues.

19/045 LIST OF OUTSTANDING ITEMS

Item 2.1 Road Marking – Bus Stop High Street.

Highways had said that the work would be completed during the week commencing 13th May 2019 and that it would be done late evening when the road was expected to be less busy.

19/046 VE DAY 75

A letter providing details of VE Day 75 (8th May 2020) had been forwarded to Councillors.

RESOLVED: to review VE Day at a later date.

19/047 CLERK'S REPORT/CORRESPONDENCE

The following e-mail correspondence had been forwarded to Councillors. Councillors were provided with an opportunity to comment on them.

- Cheshire Association of Local Councils E Bulletins
- Tarvin Community Woodland Trust – Minutes of their April 2019 meeting
- PCSO Sue Keers – Monthly Report

19/048 FINANCIAL MATTERS

19/048.1 April 2019 Payments

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

19/048.2 Payments made between meetings:

The following was confirmed:

Payee	Detail	Amount to be Paid
VAT	Net Amount to Charge against budget	Budget available before payment
Zero Gum Ltd	Hot Wet Pour surfaces at children's play area King George V Playing Field	720.00
120.00	600.00	

19/048.3 RESOLVED: that the following payments be authorised and that payments be made by internet banking:

Payee	Detail	Amount to be Paid
VAT	Net Amount to Charge against budget	Budget available before payment
Groundforce Landscape Ltd	Grass Cutting April 2019 and Field Seeding	1,420.22
236.70	1,183.52	2,959.41
Came and Co	Insurance – additional premium for new equipment on King George V Playing Field	59.05
0.00	59.05	1,800.00
Mrs P Twigg	Two Barrier Keys for King George V Playing Field	9.00
0.00	9.00	0.00
Tarvin Community Centre	Grant – as approved at previous meeting	650.00
0.00	650.00	3,000.00
Tarvin Community Woodland Trust	Grant – as approved at previous meeting	800.00
0.00	800.00	2,350.00

Tarvin Pre School and Day Nursery	Grant – as approved at previous meeting	500.00
0.00	500.00	1,550.00
Tarvinonline	Grant – as approved at previous meeting	400.00
0.00	400.00	1,050.00
Tarvin Village Fete	Grant – as approved at previous meeting	250.00
0.00	250.00	650.00
Ashton Hayes and Tarvin Flower Club	Grant – as approved at previous meeting	50.00
0.00	50.00	400.00
First Tarvin Scouts	Grant – as approved at previous meeting	200.00
0.00	200.00	350.00
Tarvin Christmas Market	Grant – as approved at previous meeting	150.00
0.00	150.00	150.00
Canopy Tree Care	Report on trees on King George V Playing Field	180.00
30.00	150.00	350.00
Centregreat Ltd	New Lighting King George V Playing Field	8,714.17
1,452.36	7,261.81	0.00
JDH Business Services Ltd	Internal Audit Year to 31st March 2019	163.20
27.20	136.00	450.00
Proludic Ltd	Equipment King George V Playing Field	20,998.78
3,499.78	17,498.99	24,772.95
Payroll	May 2019	1,307.51
0.00	1,307.51	18,866.11

19/048.4 Internal Audit Report

The report completed by the Internal Auditor was examined and agreed.

19/048.5 Annual Governance Statement (Section 1)

The Annual Governance Statement was read, completed, and signed by the Chairman of the meeting and the Clerk.

19/048.6 Accounting Statements (Section 2)

The Accounting Statements for the year ended 31st March 2019 were approved and signed by the Chairman of the meeting and by the Clerk confirming that the return represented fairly the financial position of the Council.

19/049 TOPICS FOR TARVINONLINE

RESOLVED: that articles be written on the Neighbourhood Plan, improvements on the Playing Field, and new Councillors and co-option

19/050 DATE OF NEXT MEETING - Monday 24th June 2019 – 7.15pm – Wilkinson Lounge, Tarvin Community Centre