

**MINUTES OF A MEETING OF TARVIN PARISH COUNCIL HELD IN THE EDNA ROSE ROOM, TARVIN COMMUNITY CENTRE ON MONDAY 25TH SEPTEMBER 2017**

**PRESENT:**

Councillor P Ryan (Chairman)  
Councillor E Lush (Vice Chairman)  
Councillor D H Cotgreave  
Councillor R Ford  
Councillor C Jones  
Councillor M Pochin  
Councillor S Willey

**IN ATTENDANCE:**

8 Members of the Public  
Parish Council Clerk – Mr M Hassall  
Cheshire West and Chester Councillor H Deynem  
Cheshire West and Chester Councillor J Leather

**APOLOGIES:**

Councillors B Dean (out of the area on the day of the meeting), M Lloyd (holiday), P Twigg (unwell)

**17/114 DECLARATIONS OF INTEREST, DISCLOSABLE PECUNIARY INTERESTS, AND DISPENSATIONS**

**17/114.1 New Written Requests for Dispensations**

There were no new requests.

**17/114.2 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 Lush declared an Outside Body Interest in Minute 17/125.2 as a trustee of the Community Centre.

No such declarations were made.

**17/115 OPEN FORUM**

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

**17/116 PARISH COUNCIL MEETING**

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

**17/117 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)

**17/117.1** Concerns had been raised regarding overgrown hedges along Platts Lane and Park Lane.

**17/117.2** The hedge along the cul de sac on Tarporley Road had been cut on 21st September 2017 but concerns had been raised regarding the poor quality of work.

**17/117.3** A resident had complained about the state of the walkway from Heath Drive, by the school, through to Sheaf Close. It had been noted that part of the responsibility to clear the overgrowth lay with Streetscene and part with local residents

**17/117.4** Borough Councillors Deynem and Leather had said that they would arrange a walkabout with Streetscene to look at the different issues.

**17/117.5** PCSO Ryan Reid had provided an update on the King George V Playing Field and speeding traffic within the Parish

**17/117.6** Borough Councillor Leather had provided detail regarding the Cheshire West and Chester Council Electoral Review Draft Recommendations which were out for consultation

### **17/118 CHESHIRE WEST AND CHESTER COUNCIL ELECTORAL REVIEW - Consultation**

(This item was brought forward in the agenda)

**RESOLVED:** that Council request that the proposed name of “Eddisbury Ward” be changed to “Tarvin and Kelsall Ward” because it conveyed a much clearer idea of what constituted the ward.

### **17/119 MINUTES OF THE MEETING HELD ON 21ST AUGUST 2017**

**RESOLVED:** that the minutes of the meeting held on 21st August 2017 be signed by the Chairman as a correct record.

### **17/120 REPORT ON ACTIONS ARISING FROM THE MEETING ON 21ST AUGUST 2017 NOT COVERED BY THE AGENDA**

**17/120.1 Garage Sheaf Close** (Previous Minute 17/105)

The garage had been emptied and the key had been returned to Sanctuary Housing.

**17/120.2. Newsletter** (Previous Minute 17/085)

An alternative quote of £180.00 had been received to produce the next newsletter. Digital Impressions had indicated that they had installed new digital machinery and so their problems were behind them. They would produce the newsletter for £132.00.

**RESOLVED:** that the next newsletter be given to Digital Impressions but if the document was not completed and received from the printer on an agreed date future newsletters would be given to a different printer.

**17/120.3 Tree Stump High Street** (Previous Minute 17/109)

An update was awaited

### **17/121 CO-OPTION OF NEW COUNCILLOR**

No applications had been received. The position would continue to be publicised.

### **17/122 PLANNING MATTERS**

**17/122.1 Planning Applications**

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

**17/03866/FUL** – Proposed single storey rear, side, and front extension – 27 Hockenhull Crescent, Tarvin

Comment: No Objections

**17/122.2 Notices**

The following notices had been received:

**17/03077/FUL** – Demolition of existing garage and erection of a single storey extension to front – 5 Meadow Close, Tarvin – **PERMISSION**

**17/02898FUL** – Improvement to an existing concrete footpath on the front elevation of the property - 84 High Street, Tarvin - **WITHDRAWN**

**17/02214/FUL** – Single storey extension to rear and side, two storey extension to side. Demolition of existing outbuildings – Broombank Farm, Broomheath Lane, Hockenhull - **PERMISSION**

**16/05568/OUT** – Residential development of up to 65 dwellings (including up to 30% affordable housing), structural planting and landscaping, informal public open space, land for the provision of a skateboard facility, community carpark, all-weather community sports pitch and community building with changing facilities, surface water attenuation, two vehicular access points from Church Street and associated ancillary works (outline application) - Land At Tarvin Telephone Exchange, Church Street, Tarvin - **REFUSAL**

### **17/123 NEIGHBOURHOOD PLANNING**

**17/123.1** The paperwork from Mr Richard Thresh, Cheshire Community Action, had been received on 6th September 2017 and forwarded to the Steering Group who would be meeting to consider the document with Mr Thresh on 28th September 2017.

The meeting noted that the above would be an informal gathering rather than a public meeting.

**RESOLVED:** that an Extraordinary Council meeting be arranged on 30th October 2017 to receive the document subject to sufficient Councillors being available on that evening.

**17/123.2** The Central Gowy (South) Neighbourhood Development Plan had been submitted to Cheshire West and Chester Council in accordance with the Neighbourhood Planning (General) Regulations 2012. The consultation period during which interested parties could make comments on the plan was running from 13th September to 25th October 2017.

**RESOLVED:** not to comment on the Plan.

### **17/124 REVENUE BUDGET 2017/18**

**17/124.1 Replace styles on public footpaths with kissing gates** (Previous minute 17/100.1)

Councillor Deynem had reported that the reporting line for footpaths was Peter Atkinson, Jerry Gibbs, Jamie Barron.

**RESOLVED:** that Borough Councillor Deynem ascertain who was dealing with this matter within Highways.

**17/124.2 Parish Signage on the boundary at Bruen Stapleford** (Previous Minute 17/100.2)

Highways had said that they would be happy to install new signage on the same post as the existing signage. The quotation would need to be for the wording “Bruen Stapleford – Please drive carefully through the village.” in line with their wording policy. The quotation was awaited.

**17/124.3 Parish Footpath Map** (Previous Minute 17/100.3)

Councillor Ryan reported that he was trying to contact the person who had worked on a similar project in Tarporley.

**17/124.4 Stonework at the back of Duckers Well** (Previous Minute 17/100.4)

Councillor Ryan reported that further sandstone was available from a resident from Duddon Common

**17/124.5 Paint the main gates of the Playing Field.** (Previous Minute 17/124.5)

The second contractor had chosen not to quote due to the amount of work that he had to do.

## **17/125 KING GEORGE V PLAYING FIELD**

### **17/125.1 Tennis Club Legal Agreement.**

The Tennis Club had returned the paperwork to Cullimore Dutton who would be forwarding it to Council for signature by the Clerk and Chairman.

### **17/125.2 Picnic Table**

**RESOLVED:** (17/125.2.1) that a quotation of £1,170.00 including VAT from F.C. Brown Construction Ltd be accepted.

**RESOLVED:** (17/125.2.2) not to make a specific donation to the Community Centre to cover the time and effort put into storing the picnic table.

**RESOLVED:** (17/125.2.3) that a letter of thanks be sent to the Chairman of the Community Centre

### **17/125.3 Litter Bin**

A fixing kit had been ordered from Glasdon for the litter bin at a cost of £13.77 plus VAT.

### **17/125.4 Annual Inspection of Play Equipment**

An update was awaited.

### **17/125.5 CCTV**

A quotation of £4,708.63 had been received from Crime Prevention Services Ltd, Northop, Flintshire. Terms of payment would be 25% deposit with order, 50% following delivery of the system to the site, and 25% within fourteen days of receipt of the invoice following satisfactory completion of the installation. The meeting noted that there would be additional costs as referred to by Crime Prevention Services in a covering letter. Some of the extra expenditure would be incurred with different companies. e.g. dedicated phone line and internet facility for the system.

**RESOLVED:** (17/125.5.1) that the quotation be accepted and that the three Councillors who represent Council on the Field Committee be authorised to move the project forward and approve total expenditure up to £6,500.00 plus VAT.

**RESOLVED:** (17/125.5.2) that the funding be covered by the New Homes Bonus and then General Reserves

### **17/125.6 Security company coverage, removal of hedge and installation of fencing, bollards, industrial chain**

The meeting noted that Councillor Twigg had received quotes of £350.00 for an unbreakable lock for the main gate, £4k for a barrier close to the main gate, and £13.50 per hour for a security guard. Councillor Ryan had a quote of £860 to relay the hedge running alongside Townfield Lane.

**RESOLVED:** that these matters be given further consideration at the next meeting

### **17/125.7 Wooden Barrier**

A quote of £3,132.95 plus VAT had been received to replace the barrier with a wooden rail and a quote of £3,866.12 plus VAT had been received to replace it with a galvanised fence. Terms of payment would be payment with the order.

**RESOLVED:** (17/125.7.1) to accept the quote of £3,132.95 plus VAT to replace the barrier with a wooden rail.

**RESOLVED:** (17/125.7.2) that the funding be taken from the sum of money put aside to replace equipment.

### **17/125.8 Request from Scout and Guide Movement**

**RESOLVED:** (17/125.8.1) that a request for about 1m of paving from the current slab to the path leading to the Bowling Club be approved to allow wheelchair access from the rear of the Scout and Guide building.

**RESOLVED:** (17/125.8.2) that the Clerk pass on concerns about the lack of maintenance on the exterior of the building and lack of removal of rubbish from the roof and guttering.

### **17/125.9 Tennis Court Fencing**

The Tennis Club were asking Ringwood Fencing to advise them on a solution.

**17/125.10 Hedges**

The meeting noted that the hedges were due to be cut in October.

**17/125.11 Dogs on the Field**

A complaint had been received regarding dogs being let off leads on the field which was in breach of a local byelaw. It was considered that CCTV would help reduce this problem.

**RESOLVED:** to include an article on this matter in the next newsletter.

**17/126 SPEEDING TARPORLEY ROAD, CROSS LANES, OSCROFT**

The meeting noted that the surveys had yet to be carried out but details of speed checks carried out by PCSO Ryan Reid on Willington Road, Oscroft during the week commencing 29th August 2017 had been forwarded to Councillors

**17/127 TREES OSCROFT GREEN**

A report had been received on the state of the trees. Councillor Pochin offered to carry out the necessary work and Councillor Ryan offered to help.

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

**17/128 GUTTERS AND SWEEPING**

Streetscene had yet to respond to the requests from Council but Borough Councillor Deynem reported that spraying had either been started or was about to be done.

**17/129 WOODEN BENCH AT OSCROFT**

An Oscroft family had offered to pay for the bench via a donation to Council and the offer had been accepted. The bench had a small plaque with the inscription "In loving memory of John and Beryl Wright Residents of Oscroft between 1938 and 2017." The bench had been delivered on 21st September and installed shortly afterwards.

**17/130 ASSIMILATION BUDGET**

Highways had confirmed that they would not be removing the overgrowth from the footpath between Brown Heath Farm and Cross Lanes. A local contractor would therefore be carrying out the work as previously approved.

**17/131 POST OFFICE CONSULTATION**

Tarvin Post Office was undertaking a consultation on changing its hours of operation.

The proposed changes would reduce the hours the Post Office opened, in particular there would be no Post Office services on a Sunday morning but stamps would still be available from the shop counter. However the changes, if agreed, would still mean the Post Office would be available for 57 hours per week between Monday to Saturday inclusive.

**RESOLVED:** that comment be made that Council understand the reasons for change and fully support the proposal.

**17/132 INFORMATION BOARD**

This item was deferred until the next meeting.

**17/133 MILLENNIUM GARDEN**

A resident whose property backed onto the Millennium Garden had complained about the height of the shrubbery on the Millennium Garden at the back of her (and neighbours) house.

**RESOLVED:** not to take any action as it was not considered that the shrubbery was too high

**17/134 INSURANCE**

Council Insurance was due for renewal on 1st October 2017. An alternate quotation had not been sought as Council had a long term agreement which was due to expire on 30th September 2018.

**RESOLVED:** that the new premium of £1,920.43 be approved.

**17/135 LIST OF OUTSTANDING ITEMS**

Item 4.7 Park Lane Hedge

The hedge had still not been cut. The local resident had blamed contractors who had let him down. Highways were now involved and they had met with the resident.

Item 5.1 Bus Stops

Highways had completed a small part of the work with the stops by Park Close and Hockenhull Lane having been marked out. The rest of the work had been scheduled for week commencing 2nd October 2017

**17/136 CLERK’S REPORT/CORRESPONDENCE**

The following e-mail correspondence had been forwarded to Councillors:

- a. Cheshire Association of Local Councils E Bulletins
- b. Cheshire West and Chester Council – Electoral Review Draft Recommendations.
- c. Sanctuary Housing – Estate Walkabout – Wednesday 13th September at 10.30am  
The meeting noted that there were no issues for Council to address as a result of the Walkabout.
- d. Cheshire Association of Local Councils – Annual Meeting 19th October 2017

**RESOLVED:** that Councillors Lush and Ryan represent Council at the meeting.

- e. Tarvin Community Woodland Trust – Minutes of their September 2017 meeting
- f. Cheshire Association of Local Councils – Training – Chairmanship – 25th September 2017. Cost to Council £30.00

A place had been booked for Councillor Ryan

- g. Cheshire Association of Local Councils – Clerks and Councillors Induction Training – 4th October 2017. Cost to Council £35.00

A place had been booked for Councillor Willey

- h. Tarvinonline article regarding problems within the Woodland and in particular comments made by a local resident

- i. alleged drug dealing and anti-social behaviour in Tarvin Woodland.

- j. Community Governance Reviews of the Unparished Areas of Chester and Ellesmere Port.

- k. A51 Pinch Point Information Event – a date for meeting was awaited

**17/137 FINANCIAL MATTERS**

**17/137.1 RESOLVED:** that the following payments be authorized 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
<b>Fastrack Maintenance Ltd</b>	Grass Cutting	<b>413.17</b>
68.86	344.31	

<b>Canopy Tree Care</b>	Report on Health of the Trees Oscroft Green	<b>120.00</b>
0.00	120.00	
<b>Came and Co</b>	Insurance Year to 30th September 2018	<b>1,920.43</b>
0.00	1,920.43	
<b>Cheshire Association of Local Councils</b>	Chairmanship Training 25th September 2017	<b>35.00</b>
0.00	35.00	275.00
<b>Payroll</b>	September 2017	<b>744.52</b>
0.00	744.52	9,164.82
<b>HMRC</b>	PAYE and Nat Insce July to September 2017	<b>662.74</b>
0.00	662.74	8,420.30

**17/137.2 Direct Debit**

The meeting noted that the following payment had been made by direct debit on 30th August 2017

British Telecom Plc – Telephone and Internet August 2017 – £54.60.

**17/137.3 RESOLVED:** that the following payment be authorised and that the payment be made by cheque

Payee	Detail	Amount to be Paid
VAT	Net Amount to Charge against budget	Budget available before payment
Mr P Maiden	Reimbursement of Expenditure – Repair to Zip Wire on Play Equipment	6.24
1.04	5.20	1,750.00

**17/137.4 John Robertson Ltd**

**RESOLVED:** that the account from John Robertson Ltd for the bench be paid by internet banking on receipt of the invoice as per their terms of business.

**17/138 TOPICS FOR TARVINONLINE**

**RESOLVED:** that articles be written on the proposed meeting regarding the A51 road, the Sanctuary Housing walkabout, dogs on a lead on the playing field, and the decision regarding planning application 16/05568.

**17/139 DATE OF NEXT MEETING** - Monday 23rd October 2017 – 7.15pm - Edna Rose Room, Tarvin Community Centre.

**17/140 RESOLVED** – 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, staff conditions of employment)

**17/141 STAFF** – Lengthsman.

**RESOLVED: (17/141.1)** that the rate for the position be £8.50 per hour.

**RESOLVED: (17/141.2)** that former Councillor Hardacre be replaced on the interview panel by whoever was available at the time.

**RESOLVED: (17/141.3)** that the interview panel be authorised to appoint an applicant.