

MINUTES OF A MEETING OF TARVIN PARISH COUNCIL HELD IN THE EDNA ROSE ROOM, TARVIN COMMUNITY CENTRE ON MONDAY 26TH SEPTEMBER 2016

PRESENT:

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

IN ATTENDANCE:

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

APOLOGIES:

Cheshire West and Chester Councillor H Deynem

16/131 DECLARATIONS OF INTEREST, DISCLOSABLE PECUNIARY INTERESTS, AND DISPENSATIONS

16/131.1 New Written Requests for Dispensations

There were no new requests.

16/131.2 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 Jones declared an Interest in the Planning Appeal 15/04979/OUT as the property was an immediate neighbour of her parents.

No other declarations were made.

16/132 OPEN FORUM

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

16/133 PARISH COUNCIL MEETING

RESOLVED: that the Council meeting be reconvened.

16/134 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)

16/134.1 A local resident had complained about the poor state of the Walk Ways from Gowy Crescent to the school in Heath Drive and the doctors via Sheaf Close.

16/134.2 A resident who had been one of four members of the public who had attended the Neighbourhood Steering Group Meeting the previous week had offered their help with the preparation of the Neighbourhood Plan.

16/134.3 Borough Councillor Leather had reported that he had received over 500 e-mails regarding the Local Plan Part 2 consultation. He had made his own comment on the

proposals which had concentrated on Policy Issues and he had provided some detail on the content of the comment.

16/135 MINUTES OF THE MEETING HELD ON 22ND AUGUST 2016

RESOLVED: that the minutes of the meeting held on 22nd August 2016 be signed by the Chairman as a correct record.

16/136 MINUTES OF THE EXTRAORDINARY MEETING HELD ON 5TH SEPTEMBER 2016

RESOLVED: that the minutes of the extraordinary meeting held on 5th September 2016 be signed by the Chairman as a correct record.

16/137 REPORT ON ACTIONS ARISING FROM THE MEETINGS ON 22ND AUGUST AND 5TH SEPTEMBER 2016 NOT COVERED BY THE AGENDA

16/137.1 Tarvin Primary School (Previous Minute 16/108.1)

The Whiteboards had been delivered to the school at the end of August and installed at the beginning of September. A letter of thanks from the children had been forwarded to Councillors. Councillors Lush and Hardacre would be visiting the school on 6th October for a tour of the school and to see the new boards.

16/137.2 Lengthsman (Previous Minute 16/116)

No applications had been received

RESOLVED: (16/137.2.1) that the position be advertised again and that the rate of pay be included as well as a possible job share.

RESOLVED: (16/137.2.2) that if the position remained unfilled following the next advertisement then Council would consider approving the work to be undertaken by volunteers or a combination of paid and unpaid workers

16/138 CO-OPTION OF NEW COUNCILLOR

The meeting noted that there was still a vacancy to be filled by co-option and that the position would continue to be publicised

16/139 PLANNING MATTERS

16/139.1 Planning Applications

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

16/03509/REM - Erection of dwelling with garage workshop (demolition of existing storage unit) - C P H Transport, Church Street, Tarvin

Comment: No Objections.

16/139.2 NOTICES

The following notice had been received:

16/02682/FUL – Proposed Conversion of part of garage – 49 Fairfax Avenue, Tarvin - **PERMISSION**

16/139.3 APPEAL

15/04979/OUT – One Bungalow – Land at Broomacres, Broomheath Lane, Hockenhull
An appeal has been made to the Secretary of State against the decision of Cheshire West and Chester Borough Council to refuse to grant planning permission for the above proposal.

The appeal would be determined on the basis of **written representations**. All representations must be registered by 11th October 2016.

The meeting noted that Councils original comment on the application would automatically be forwarded to the Inspector.

15/139.4 SAXON HEATH ESTATE

It was reported that about 20 trees on the estate were in need of some maintenance work

RESOLVED: that the Clerk write to Taylor Wimpey asking them to carry out the work.

16/140 NEIGHBOURHOOD PLANNING

16/140.1 A copy of the report considered by Council is attached to the minutes under Appendix 1.

Councillor Lush reported that the Steering Group were in the process of writing the draft plan and the meeting held during the previous week had discussed the first draft of four of the chapters. Advice was being taken, and would continue to be taken, from professional planners within Cheshire West and Chester Council and also from Cheshire Community Action.

RESOLVED: (16/140.1.1) that all of help offered would be gratefully received and noted and where possible would be taken up. It was noted that that it was too late to get people involved in the detailed research.

RESOLVED: (16/140.1.2) that increased publicity be given to the Neighbourhood Plan including agenda and other articles being published on Tarvinonline and also an increased use of facebook.

RESOLVED: (16/140.1.3) that Councillor Lush provide Council with a copy of the estimated timescale of the process that he had been given.

16/140.2 The Grant Application had not been completed by the Steering Group. Councillor Lush stated that it was a confusing and detailed form and assistance was being sought on its completion from Cheshire West and Chester Council.

16/140.3 The proposal from the Steering Group to enable Council to apply for some of the priority outcomes money was being progressed.

16/141 A54 REPORT AND PROPOSED SAFETY BARRIER ON A51

16/141.1 Response from Local Resident (Previous Minute 16/118.1.2)

A copy of the response from the local resident who had assisted Council with the report had been forwarded to Councillors.

16/141.2 Meeting with Highways

A copy of a report on the meeting with Highways is attached to the minutes under Appendix 2. The report along with the actions regarding the A54 road were noted. Since the meeting Highways had informed the Clerk that their road safety team had advised against providing any fence at all. Their reasoning was that on a high speed road such as the A51 introducing such features increased the risk of them being hit particularly by large vehicles. There was a fence at the access from the village to the crossing location and as such Highways did not consider any further fencing warranted or appropriate.

RESOLVED: that the Clerk ask Highways for a copy of their risk assessment.

16/142 TARVIN NEWS

A copy of a report on a meeting with the editors of Tarporley News is attached to the minutes under Appendix 3.

The meeting welcomed the introduction of Tarvin News.

16/143 KING GEORGE V PLAYING FIELD

16/143.1 Field Committee Meeting

The Field Meeting scheduled for 20th September 2016 had been postponed due to the number of apologies received. The meeting would be rearranged in the near future.

16/143.2. Table and Chairs (Previous Minute 16/111.1)

The following quotations had been received:

To supply, deliver and install

1 x Standard Eindhoven picnic table = £1199.00 + VAT

1 x Anthracite Eindhoven picnic table = £1299.00 + VAT

RESOLVED: (16/143.2.1) that a picnic table be purchased and installed at the bottom end of the field

RESOLVED: (16/143.2.2) that the Clerk write to the immediate neighbours behind the field hedge to inform them of the proposed changes

16/143.3 Waste Bin (Previous Minute 16/111.2)

A quotation of £185.00 plus VAT plus the cost of installation had been received for a waste bin to be situated near to the picnic table.

RESOLVED: that the quote be accepted

16/143.4. Section 106 Money

A formal application had been made to Cheshire West and Chester Council for the Section 106 money to be used as follows:

surface of car park of £11,043.71 plus VAT

surfaces within the children's play area of £4,235.26 plus VAT

table tennis Table £2,300 plus VAT

base for a Table Tennis Table £1,935.47 plus VAT

grass matting for above £1,280.00 plus VAT

landscape for work in the children's play area £720.00 plus VAT.

All of the above amount to £21,514.44 plus VAT.

The Section 106 money from Seddons amounted to £18,828.00. There was also £402.62 from Laburnum cottage (03/01370/OUT).

RESOLVED: (16/143.4.1) that the above expenditure be approved apart from the table tennis table

RESOLVED: (16/143.4.2) that Councillor Twigg speak to the contractor regarding the quotation for the surface of the car park to ensure that as far as possible risks to extra work and therefore extra costs were minimised.

RESOLVED: (16/143.4.3) that Councillor Twigg obtain quotations for outdoor exercise equipment

RESOLVED: (16/143.4.4) that the shortfall between the expenditure and Section 106 money be met from the New Homes Bonus

16/143.5 Accident

There had been an accident involving a 6 year old boy on Friday 26th August 2016. The boy had slipped and fallen against the three bike roundabout cutting his face. The meeting noted that the child had slipped when approaching the equipment, not when using it. The manufacturer and external annual inspection reports showed that the equipment was not dangerous. However it may be possible to soften the edge of the number plate and that was being looked into.

16/144 STREETSCENE WORKING PARTY REPORT

A copy of a report produced by the Working Party is attached to the minutes under Appendix 4.

RESOLVED: that the Working Party study the problems with the Walk Ways from Gowy Crescent to the school in Heath Drive and the doctors via Sheaf Close.

16/145 WEBSITE

RESOLVED: that Councillor Ford ask ThenMedia Ltd to make the necessary arrangements to make the upgraded website live.

Councillor Ford was thanked for all that he had done transferring files and adding new items to the site.

16/146 DEFIBRILLATOR

Jacqueline Wilson, Funeral Director, had offered to donate a defibrillator to Tarvin Village. She had suggested that it could be placed on the wall outside their office on High Street. It would be in a metal lockable cabinet with a keypad on it and so would be available to anyone should they require it.

RESOLVED: that the Clerk thank Ms Wilson for her generous offer and that it be accepted subject to approval of the proposal by the Conservation Officer and Ms Wilson arranging for its registration and day to day maintenance to be covered.

16/147 TREES – HEATH DRIVE

The three trees planted many years ago on Heath Drive just before its junction with Hockenhull Lane were in need of some attention.

RESOLVED: (16/147.1) that the Clerk ask Highways to carry out the work

RESOLVED: (16/147.2) that the Clerk liaise with Mr Maiden as a backup in case Highways did not carry out the work.

16/148 WAR MEMORIAL

Two documents had been forwarded to Councillors. The first was from Historic England, a note to inform Council that consideration was given for the War Memorial to be added to the List of Buildings of Special Architectural or Historic Interest and the second was a copy of a report sent to Historic England by Nia Jones, History Student at the University of Chester.

The meeting noted that Councillor Ford had added the report from Ms Jones to the website.

16/149 NO 5 PITTS CLOSE

A complaint had been received from a local resident regarding the state of the front and rear of the property.

RESOLVED: that the Clerk forward details to Cheshire West and Chester Council Environmental Health and Planning Enforcement Teams for their consideration.

16/150 INSURANCE

Council Insurance was due for renewal on 1st October 2016. The paperwork had not been received but had been expected before the meeting.

RESOLVED: (16/150.1) that as Insurance cover was essential the Clerk be authorised to renew the policy and make arrangements for payment of the premium

RESOLVED: (16/150.2) that the Clerk forward the documentation to Councillors as soon as it was received and renew the cover as soon as over 50% of Councillors had confirmed that they were happy with the cover and premium

16/151 LIST OF OUTSTANDING ITEMS

The meeting noted the list of outstanding items not covered by the agenda.

16/152 CLERK'S REPORT/CORRESPONDENCE

The following had been forwarded to Councillors:

- a. Cheshire Association of Local Councils E Bulletins
- b. Cheshire Association of Local Councils – Newsletter
- c. E-mail from local resident regarding the Neighbourhood Development Plan and Councils response to the Local Plan Part 2. (forwarded to Councillors on 13th September)

RESOLVED: that the Clerk advise the local resident that should the gypsy and traveller site not be removed from the Local Plan Part 2 Council would consider appropriate help from an outside body. Also that as far as the Neighbourhood Plan was concerned advice was being taken, and would continue to be taken, from professional planners within Cheshire West and Chester Council and also from Cheshire Community Action.

- d. Cheshire West and Chester Council - Update on forthcoming changes to neighbourhood planning legislation

- e. Cheshire Association of Local Councils – Chester and Vale Royal Area Meeting – 28th September 2016 – 2pm – Wyvern House, Winsford

The meeting noted that Councillor Lush would represent Council at the meeting.

- f. Cheshire Association of Local Councils – Annual Meeting – 20th October 2016 – 7pm – Middlewich Community Centre. The meeting noted that Councillor Lush would attend the meeting.

- g. E-mail from local resident regarding vehicles parking on the grass close to the Broomheath Lane/Heath Drive junction.

RESOLVED: (16/152.7.1) that the Clerk ask Highways to investigate the problem

RESOLVED: (16/152.7.2) that the Clerk write to the residents asking them to park within the curtilage of their properties

16/153 WHEELIE BIN STICKERS – 40 PLEASE DRIVE CAREFULLY

RESOLVED: not to purchase speed limit roundels that are stuck onto wheelie bins that were publicised in the Cheshire Association of Local Councils newsletter.

16/154 FINANCIAL MATTERS

16/154.1 RESOLVED: that the following payments be authorized:

Payee	Detail	Amount to be Paid
VAT	Net Amount to Charge against budget	Budget available before payment
Fastrack Maintenance Ltd	Grass Cutting August 2016	393.50
65.58	327.92	1,291.38
BDO LLP	External Audit Year to 31st March 2016	360.00
300.00	60.00	230.00
Tarvin Community Centre	Hire of Room Council Meetings £134.39 Steering Group £52.02	186.41
0.00	186.41	319.62
Mr M Hassall	Reimbursement of Expenditure 12 Litter Pickers £56.76 Norton Subscription 1 Year £59.99	225.84

	Viking Ink and Paper £109.09	
28.18	197.66	480.00
Payroll	September 2016	737.24
0.00	737.24	8,672.98

16/154.2 Direct Debit

The meeting noted that the following payment had been made by direct debit on 30th August 2016

British Telecom Plc – Telephone and Internet August 2016 – £57.72

16/154.3 External Audit - The External Auditor had completed his work and returned the certified Annual Return to March 2016. In his report the Auditor was giving different advice regarding the King George V Playing Field to that given by the Internal Auditor and different to the comments made by Councils Solicitor, Birch Cullimore. The meeting noted that if the report was accepted and Council followed the guidance the Internal Auditor would not be able to approve the coming year's accounts.

RESOLVED: (16/154.3.1) that Council do not accept the External Auditors report as presented

RESOLVED: (16/154.3.2) that the Clerk write to the External Auditor and include the following in the letter:

- a. statement that Council did not accept the comments made
- b. the reasons for non-acceptance of the report
- c. a request for reconsideration of the Auditors report in light of the comments made by Council.

16/154.4 HMRC

RESOLVED: that HM Revenue and Customs be paid the sum of £663.08 to cover PAYE and National Insurance Contributions for the Quarter to 30th September 2016 by Internet Banking Transfer

16/155 TOPICS FOR TARVINONLINE

RESOLVED: that articles be written on the following:

Neighbourhood Planning Timetable, report on the A54 road, A51 barrier, war memorial, new equipment on the King George V Playing Field, Streetscene report, Local Plan Part 2, website

16/156 DATE OF NEXT MEETING - Monday 24th October 2016 – 7.15pm - Edna Rose Room, Tarvin Community Centre.

16/157 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” (publication of a letter may affect the value of property that the writers are looking to dispose of or land in the immediate area)

16/158 LETTER FROM PERSONS BASED OUTSIDE THE PARISH REGARDING THEIR LAND INSIDE THE PARISH

The meeting noted that there was nothing significant in the letter that was not already in the public domain but the reason for the letter was unclear and it did not ask for a response. It was considered that the letter included a number of factual errors as well as not including some relevant factors.

RESOLVED: that the Clerk respond to the letter pointing out that their comment made about Councils view in 2014 was incorrect and that the application for Modification to the Definitive Map still stood.

Appendix 1

Report from the Clerk

Since the August Council meeting a very significant amount of my time has been spent responding to telephone and e-mail questions from members of the public regarding the Local Plan Part 2 consultation and also the Tarvin Neighbourhood Plan.

The following are the main conclusions that I have reached whilst trying to respond to residents:

1. The Local Plan Part 2 consultation has brought the Neighbourhood Plan to the attention of local residents and highlighted the need for the Plan. In the long term that may help Council and the Steering Group to successfully achieve a Neighbourhood Plan.
2. A number of local residents are offering to join the Steering Group and assist in any way that they can.
3. The publicity given to the Neighbourhood Plan by Council and by the Steering Group has to date been inadequate and a full review is urgently needed.
4. The timescale of the process needs to be understood and agreed by both Council and the Steering Group

Appendix 2

Meeting with Highways 7th September 2016 to discuss A54

Present From CWaC Highways: Kay Parry

From Tarvin Parish Council: Ben Dean, Mike Lloyd, Mike Hassall

Extension of 40mph speed on A54

The extension of 40mph speed limit on the section of the A54 from the existing 40mph limit and the eastern junction with High Street to the junction with Shay Lane, was considered. Highways agreed to carry out a Speed Limit Assessment (SLA). Highways also agreed to obtain copies of the SLAs for the 30mph and 40mph zones at Clotton on the A51, for comparison purposes.

Location of the refuge island near the Co-op entrance

On inspection everyone agreed that the refuge island near the Co-Op cannot be moved any closer to the Co-op entrance, due to the proximity of traffic turning right out of the Co-op.

It was suggested that signs could be installed by the refuge island to make traffic aware of possible pedestrians crossing the road. Highways thought that this would be that this would be feasible.

We then looked at the possibility of a new refuge island on the other side of the Co-op entrance, towards Chester. It is not possible to locate it close to the Co-op entrance due to proximity of traffic turning into the Co-op from the Chester direction and also due to traffic travelling towards Chester turning into the new development. It was agreed that a further refuge island could be located the other side of the road into the new estate towards

Chester and that this would be more convenient for most users than the existing refuge island. Highways will draw this up but stated that the cost of installing the new island would have to be borne by Tarvin.

Safety Barrier on A51

Highways agreed that siting the barrier to direct pedestrians to the right towards Chester could be unsafe due to fast traffic coming round the bend from the Chester direction. They also agreed that directing pedestrian bridge to cross towards the road to the Roman Bridge would be acceptable as there is almost no traffic coming out of this road. Highways will draw up both options.

Response from Highways sent to the Clerk on 15th September 2016

We have discussed the PC's request for fencing on the A51 with our road safety team and I'm afraid they have advised against providing any fence at all.

The reason being that on a high speed road such as the A51 introducing such features increases the risk of them being hit particularly by large vehicles.

There is a fence at the access from the village to the crossing location and as such they do not consider any further fencing warranted or appropriate.

Appendix 3

Meeting with the Editors of Tarporley News 22 September 2016

Tarporley News:	Victoria Williams, News Editor Emma Hunter, Commercial Editor, Tarporley News
Tarvin PC:	Sue Hardacre, Mike Hassall, Mike Lloyd

The editors of Tarporley News wished to introduce themselves to members of the PC and to outline their plans to publish a new weekly paper, The Tarvin News, to complement the successful Tarporley News.

Victoria outlined the approach they had taken with Tarporley News, to find interesting stories and report on them in a way that the community could feel good about themselves. Tarporley News now has a circulation of about 1200 copies a week. These are not distributed to individual houses but are dropped off at well known commercial outlets such as the Old Fire Station Chocolate shop. People now know that the paper comes out regularly every Thursday so they know when and where to get the latest copy. There is also a website and a Facebook page associated with Tarporley News.

Victoria stated that they had taken the decision to launch Tarvin News, about the middle of October. This would initially just be a website and Facebook page. They plan to start printed copies towards the end of the year and the suggestion was made that they might like to target the date of the Tarvin Christmas fair at the beginning of December.

As they do in Tarporley, Victoria and Emma propose to regularly attend Parish Council meetings and to use the next meeting as a stepping stone to explore new stories. They will also keep in regular touch with the Parish Council Clerk in order to keep up with

developing stories. The members of the PC felt that such a paper would be very positive for the village and thanked Victoria and Emma for coming.

It may be that the Parish Council wish to discuss what level of information can be passed on by the Clerk in order to establish guidelines about what information can be passed on without necessarily referring back to Council? Also about how Tarvin on line and Tarvin Times might complement this new publication, possibly by encouraging links between the two websites?

Appendix 4

Report from the Streetscene Working Party

Councillors Cotgreave and Hardacre inspected the village on Thursday September 22nd. The streets covered were:

Holme Street and the A54 from the Lower High Street Junction to the Co – op, High Street and Church Street, Hockenhull Lane and Heath Drive (part) Hunter's Drive and Pitts Close.

Overall the state of the village was good. There were incidents of casual litter on the A54 and Holme Street, possibly thrown from cars. The worst concentration was at the Church Street bus stop (going south) but this was dealt with.

Rubbish bins were inspected and found to have been regularly emptied, including the one on the Parish Rooms for which complaints had been made. The verges had been cut recently and the green areas of the village looked clean and tidy overall. The standard of the work was most satisfactory.

There were a number of specific problems:

A couple of badly blocked gullies on the Lower High Street

A number of instances of excessive grass/weeds in gutters

Overgrown hedges impeding the footpath

An overgrown hedge covering a road sign on Upper High Street

These problems were sent to CW&C using the SMYLE app. In total I sent 12 reports and have had the following replies.

6 have just been acknowledged. Unfortunately the system does not remind the sender what those subjects are and a mobile phone does not store the images sent via the app.

The following 6 have been 'approved' and the work sent to the council's partners for inspection or action. These messages come with a copy of the picture sent in. They are:

Road sign on High Street

Hedge Hunters Drive/Crescent

Grass in gutters/on pavements/weeds in High Street (x3)

Blocked Gully in Lower High Street

I recommend the use of this means of bringing problems to the attention of CW&C. The app is free and is very easy to use. Its two advantages are the precise location of the problem and the precise, visual description of the problem. I hope that multiple images of minor things might indicate a wider problem that needs tackling village wide. e.g. grass growing in gutters.

There were a number of issues not sent to CW&C and I have forwarded the images to the Clerk

The hedge on the Holme Street Side of the pair of new houses being built on Townfield Lane is very overgrown and impedes pedestrians. However I have had a verbal assurance from the Site Manager that it will be dealt with when the site is near completion.

There is a large advertising banner on the side wall of the George and Dragon which is not acceptable in a Conservation Area

The Co-op sign in the High Street is in a very shabby state. It is possible that new signage is due but it is currently an eyesore.

The bench in the High Street has not yet been replaced after it was damaged. However it is still serviceable.

A picture was taken discretely of the garden in Pitts Close and Councillor Cotgreave and I agreed it constituted a serious problem for the adjoining house.