

MINUTES OF A MEETING OF TARVIN PARISH COUNCIL HELD IN THE EDNA ROSE ROOM, TARVIN COMMUNITY CENTRE ON MONDAY 23RD JANUARY 2023.

PRESENT:

Councillor R Ford (Chairman)
Councillor E Lush (Vice Chairman)
Councillor P Buckley
Councillor M Butler
Councillor D H Cotgreave
Councillor S Dutton
Councillor D Howorth
Councillor S Parker
Councillor P Ryan
Councillor P Twigg

IN ATTENDANCE:

3 Members of the Public
Parish Council Clerk – Mr M Hassall
Cheshire West and Chester Council – Councillor H Tonge

APOLOGIES AND REASONS FOR ABSENCE:

Councillor M Pochin (work commitment)
Cheshire West and Chester Council – Councillor J Leather

22/185 DECLARATIONS OF INTEREST, DISCLOSABLE PECUNIARY INTERESTS, AND DISPENSATIONS

22/185.1 New Written Requests for Dispensations

There were no new requests.

22/185.2 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.

22/186 OPEN FORUM

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

22/187 PARISH COUNCIL MEETING

RESOLVED: that the Council meeting be reconvened.

22/188 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)

22/188.1 Concerns had been raised regarding the adverse effect that the shop at Budgens was having on the business at the Post Office. Whilst sympathy had been expressed during discussion the point had been made that Budgens had not broken any planning rules, with appropriate approval having been given by Cheshire West and Chester Council. Those present had been reminded that when the Parish Council had prepared the Neighbourhood Plan it had been clear that the most important asset on the High Street was the Post Office, it was absolutely vital to the community. As a result, wherever possible the Parish Council should promote the Post Office.

22/188.2 Cheshire West and Chester Councillor Tonge had reminded the meeting of the one live consultation, the Playing Pitch Strategy, which would be closing on 12th March 2023.

22/189 MINUTES OF THE MEETING HELD ON 19TH DECEMBER 2022.

RESOLVED: that the minutes of the meeting held on 19th December 2022 be signed by the Chairman of the meeting as a correct record.

22/190 REPORTS ON MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 19TH DECEMBER 2022 NOT COVERED BY THE AGENDA

There were no items under this heading.

22/191 PLANNING MATTERS

22/191.1 Planning Applications

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

22/04367/FUL - Proposed single storey side and rear extension – 1 The Pryors, Tarvin

Comment: No Objection

22/04541/HED - Removal of various sections of mid and end hedgerows (16 locations) to lay a new wastewater pipeline - Various Locations along the route of a Proposed Sewer Pipeline from Utkinton to Tarvin via Duddon.

Comment: Council note the application.

22/04690/FUL – Demolition of existing single storey rear extensions and erection of a proposed single storey extension – Brooklands, Pool Lane, Tarvin Sands, Tarvin

Comment: No Objection

22/04711/FUL - Proposed single storey and part two storey rear extension and separate annexe - 35 Hockenhull Avenue, Tarvin

Comment: Concerns regarding massing and the visual impact on neighbours

22/191.2 Notices

22/01375/FUL – Demolition of existing conservatory, two storey rear extension – 17 The Pryors, Tarvin – **WITHDRAWN**

22/191.3 Signage at Budgens (formerly Greenacre Garage) Church Street.

A complaint had been received regarding the signage outside the property. The meeting noted that approval had been given for one illuminated fascia sign, four illuminated forecourt canopy signs, and one illuminated totem sign on 29th July 2022.

The two flag signs, barrier, and costa coffee sign that had been erected to the front of the petrol forecourt did not appear to have an approval. The flag signs and barrier had been reported to Enforcement on 1st September and an update had been requested on 4th November. The response received on 8th November had been that the case was still

waiting to be picked up by an officer as they were working through a large backlog so there was a delay with picking up newer cases. The costa coffee sign had been added recently and reported to Enforcement on 9th January. Enforcement had responded on 11th January adding that the case had been picked up by an officer that day and confirmed that the costa sign had been added to the case.

22/192 KING GEORGE V PLAYING FIELD

There were no items under this heading.

22/193 GENERAL FINANCIAL MATTERS

22/193.1 December 2022 Payments and Payments between meetings

Councillor Ford had confirmed in writing that all payments authorised by the December meeting had been made as approved by Council and that the payment shown below as paid since the last meeting had been paid as shown.

22/193.2 RESOLVED: that the following payment made since the December meeting be confirmed:

Payment between meetings.

Payee	Detail	Amount to be Paid
VAT	Net Amount to Charge against budget	Budget available before payment
Water Plus Ltd	Water King George V Playing Field – 19th September to 19th December 2022 - estimated bill	223.94
0.00	223.94	157.68

22/193.3 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
Tarvin Gardening Club	Annual Donation for maintenance at Well Cottages etc.	250.00
0.00	250.00	250.00
Tarvin Community Centre	Hire of Room for Council Meetings October to December 2022	57.90
0.00	57.90	167.31
Scottish Power	Electricity Qtr. to December 2022	479.12
22.82	456.30	0.00
Tarvin Scout & Guide Management Committee	Electricity for CCTV Calendar Year 2022	391.98
0.00	391.98	360.00
Payroll	January 2023	1,696.36
0.00	1,696.36	3,877.59

22/193.4 Direct Debits

The meeting noted the following direct debit payments:

29th December 2022 – British Telecom Plc - Telephone and Internet December 2022 – two venues – £120.13

6th January 2023 - Sage Global Services Ltd – Payroll Software January 2023 - £8.40

22/193.5 Management Accounts

The Managements Accounts for the 9 months to 31st December 2022 were presented.

RESOLVED (22/193.5.1): that the reserve for future changeover of Clerk be reduced from £4,500 to £500 as the Clerk had indicated that he was not planning to retire in the near future.

RESOLVED (22/193.5.2) that the Parish Council contribution towards the cost of the Neighbourhood Pride Scheme Application (special project - footway) be made at the appropriate time using the Community Infrastructure Levy.

22/193.6 VAT

The Clerk had completed a claim for VAT Refund for the Year to March 2022 and that the amount of the claim, £5,044.14, had been received.

22/193.7 St Andrews Churchyard Grant

The Clerk had completed an application to Cheshire West and Chester Council requesting a grant of £2,437.98.

22/193.8 Kelsall Wellbeing Hub

The meeting considered contributing financially towards the hub as per minute 22/016 from the April 2022 meeting.

RESOLVED: not to make a financial contribution.

22/194 SPEED LIMIT ASSESSMENT TARPORLEY ROAD TARVIN AND OSCROFT

The speed limit assessment provided by Highways was considered.

RESOLVED (22/194.1): to proceed with the purchase of two vehicle activated signs.

RESOLVED (22/194.2): in principle to purchase a Speed Indicator Device

RESOLVED (22/194.3): that the two locations for the vehicle activated signs be Tarporley Road Tarvin and Shay Lane Oscroft

RESOLVED (22/194.4): that the financial transactions be made using the Community Infrastructure Levy.

The assessment had shown that Cross Lanes Oscroft did not meet the criteria for a vehicle activated sign and whilst Willington Road did meet the criteria it was considered that there was only sufficient funding for two signs at the present time and that the assessment had shown that the greater need was on Shay Lane.

The meeting noted that a plan for usage of a speed indicator device would be required.

22/195 BUDGET (Year April 2023 to March 2024)

The meeting considered the draft budget proposed by the Finance Working Party.

RESOLVED: that the draft budget recommended by the Finance Working Party be approved and that Council request a budget requirement of £55,742.00.

22/196 WAR MEMORIAL

22/196.1 The Clerk had studied old Parish Council minutes and there was no mention of the War Memorial or the land on which it stood prior to 1948. Reports from old Tarvin St Andrews Parish magazines had confirmed that the War Memorial had been erected by public subscription and that it had been dedicated and unveiled on Sunday 12th December 1921.

As no formal transfer of ownership at any point in the war memorial's history could be established the Parish Council does not own the memorial or the land on which it stands. However, the War Memorials (Local Authorities' Powers) Act of 1923 and subsequent amendments enables local councils to carry out work to war memorials within their area whether they officially 'own' them or not. Although the Act gives such powers to local authorities it does not give an obligation to do so. Tarvin Parish Council has previously chosen to be responsible for maintaining the memorial and will continue to do so.

22/196.2 The Clerk and Councillor Ryan had contacted a local stonemason to discuss both the War Memorial and nearby wall, but the meeting had yet to take place.

22/196.3 RESOLVED: that Councillor Lush ask a friend and former County Archivist whether he would search to try to find old information on the wall and hedge close to the war memorial.

22/197 ELECTION 2023

The meeting noted that:

- Thursday 4th May was the date for local elections (Parish and Borough).
- The pre-election period would commence on Thursday 16th March when notices announcing the election would be placed on our noticeboards and website.
- Candidates would need to register their application with Cheshire West and Chester Council no later than 4pm on Tuesday 4th April.
- All the necessary paperwork would be available from the Clerk who would register the completed paperwork with Cheshire West and Chester Council if it made it easier for the candidate.
- All voters would need to produce ID at polling stations in order to vote on 4th May
- If there were more than 11 applications for the PC there would be a contested election
- If there were 11 or fewer applications those applying would be automatically appointed.

22/198 DATE OF MAY COUNCIL MEETING

RESOLVED: to hold the meeting on Monday 22nd May.

22/199 HIGH STREET ROAD GUTTERS

RESOLVED: that the Clerk ask Highways how often the gutters in the Parish are supposed to be cleaned.

22/200 CLERK'S REPORT/CORRESPONDENCE

22/200.1 The following e-mail correspondence had been forwarded to Councillors who were provided with an opportunity to comment on them.

- a. Cheshire Association of Local Councils (ChALC) – E Bulletins
- b. Town and Parish Connections Online Event - Equality and Diversity 31st January - 6pm.

Councillor Buckley was planning to attend.

- c. Cheshire West and Chester Council (CWaC) - Home Upgrade Grant scheme
- d. CWaC - Land Opportunity
- e. CWaC – Town and Parish Council - Communications
- f. Cheshire Police and Crime Commissioner – meeting 16th January 2023 – Cheshire Police HQ. – 6pm
- g. Opal Matters December 2022
- h. CWaC - Free Mental Health Awareness Training Offer
Councillor Parker had expressed an interest in attending the course.
- i. Provisional local government finance settlement 2023 to 2024
- j. Cycling Matters – Winter Issue
- k. CWaC – Town and Parish Council Conference – 2nd March 2023 – 5.15pm to 9pm - Double Tree Hilton Chester

Councillor Lush was planning to attend.

- l. Police and Crime Commissioner – Refreshed Police and Crime Plan

m. CWaC Cost of Living Support Newsletter

22/200.2 “Best of British”

The meeting noted that a village trail covering the period 28th April to 14th May which included two bank holidays and the coronation was being planned. The event would be along similar lines to “Rumble in the Jungle” and “Home for a Gnome” which had taken place in recent years.

22/201 PROPOSED DEFIBRILLATOR AT THE SHEAF

Councillor Ryan reported that an application would be forwarded to Scottish Power on 27th January. The meeting was reminded that to receive the grant from the Members Budget the work needed to be completed by the end of March 2023.

22/202 PUBLIC ELECTRIC CAR CHARGING POINT

A request for a car charging point had been received from a resident.

RESOLVED: that the Clerk ask the owners of the Budgens store whether they were intending to install the charging points that they had approval for.

22/203 NEWSLETTER

Councillors were asked to forward articles to the Clerk by 3rd February.

22/204 LIST OF OUTSTANDING ITEMS

The report was noted.

22/205 TOPICS FOR PUBLICATION

Budget, vehicle activated signs, election, voter ID, traveller site.

22/206 DATE OF NEXT MEETING – Monday 27th February 2023 – 7.15pm - Edna Rose Room, Tarvin Community Centre

22/207 RESOLUTION – “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)

22/208 STAFF CONTRACT

RESOLVED: that the Clerks contract be amended accordingly.