

MINUTES OF A MEETING OF TARVIN PARISH COUNCIL HELD IN THE EDNA ROSE ROOM, TARVIN COMMUNITY CENTRE ON MONDAY 22ND JANUARY 2024.

PRESENT:

Councillor R Ford (Chairman)
Councillor E Lush (Vice Chairman and Cheshire West and Chester Council Councillor)
Councillor P Buckley
Councillor M Butler
Councillor S Dutton
Councillor D Howorth
Councillor N Poole
Councillor P Ryan
Councillor A Sheppard
Councillor P Twigg
Councillor M Williams

IN ATTENDANCE:

3 members of the public
Parish Council Clerk – Mr M Hassall

APOLOGIES AND REASONS FOR ABSENCE:

Cheshire West and Chester Council – Councillor T Cooper

23/203 DECLARATIONS OF INTEREST, DISCLOSABLE PECUNIARY INTERESTS, AND DISPENSATIONS

23/203.1 New Written Requests for Dispensations

There were no new requests.

23/203.2 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 Dutton declared a Family, Friend, Close Associate Interest in minute 23/217.1c as the correspondence was from a relative.

No other declarations were made.

23/204 OPEN FORUM

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

23/205 PARISH COUNCIL MEETING

RESOLVED: that the Council meeting be reconvened.

23/206 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 resident had expressed concerns about the lack of places to park in the village and the effect it was having on shopkeepers and had asked Council to investigate the problem again. She had been informed that when the Council had reviewed the matter in the latter part of 2023 it had been considered that all options had been looked at and no solution found to be available. However, Council would be happy to look at any new suggestions put forward by members of the public.

23/207 MINUTES OF THE MEETING HELD ON 18TH DECEMBER 2023.

RESOLVED: that the minutes of the meeting held on 18th December 2023 be signed by the Chairman of the meeting as a correct record.

23/208 REPORTS ON MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 18TH DECEMBER 2023 NOT COVERED BY THE AGENDA

There were no items under this heading.

23/209 PLANNING MATTERS

23/209.1 Planning Applications

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

23/03913/FUL - Demolition of two outbuildings and erection of a swimming pool building - Well House Weetwood

Comment: No objection subject to matching materials being used.

23/03972/PDQ - Change of use of agricultural building to residential use - Brook Cottage, Willington Road, Tarvin

Comment: No objection

23/03975/FUL - Demolition of existing dwelling and buildings, erection of new dwelling - Brook Cottage, Willington Road, Tarvin

Comment: No objection subject to the proposal meeting all local policies

24/00013/FUL – The demolition of the existing farmhouse and erection of one new detached dwelling – The Limes, Holme Street, Tarvin

Comment: We object to the proposed demolition of the existing farmhouse.

The proposal would result in the complete loss of a building that contributes to the character of the local area, has clear aesthetic value and represents part of Cheshire's agricultural built heritage. We understand that the interior of the property has many high-quality arts and crafts era features; the loss of these features should be taken into consideration when assessing the demolition application.

The farmhouse which is shown on an 1838 tithe map is typical of the farmsteads built during the growth in Cheshire's dairy industry that took place between the 17th and 19th centuries and has vernacular features that add to the distinctiveness of the local area. A sensitive conversion of the building would preserve its communal and historic heritage significance and ensure that these local features and a sense of place are retained.

23/209.2 Notices

23/02878/FUL - Single storey rear and side extension with rooflights, alterations to elevations and fenestration to include new side and front window opening - Tolcarne House, Cross Lanes, Oscroft - **PERMISSION**

23/02352/FUL - Two storey side and rear extension and new front porch – 57 Hockenhull Lane, Tarvin - **PERMISSION**

23/01680/LDC - Application submitted under s191 of the Town and Country Planning Act 1990 (as amended) to confirm the lawfulness of access, car parking and other ancillary works (as part carried out under the terms of planning permission reference 07/01521/FUL) - Williams Wood, Broomheath Lane, Bruen Stapleford - **PERMISSION**

23/00285/S73 – Erection of dwelling with garage workshop (demolition of existing storage unit) - Variation of Condition 2 of 16/03509/REM (Ownership of the site has changed and these are the requirements of the new owner, vary internal layout, fenestration alterations, dormers to front & rear and provide single storey rear extension to dwelling with roof terrace) - Land to The Rear of Church Street Tarvin - **PERMISSION**

23/210 KING GEORGE V PLAYING FIELD

The application for funding for the new goals and nets had been forwarded to Cheshire West and Chester Council and a formal response was awaited. Borough Councillor Lush had indicated that he would be increasing the contribution from his budget to £1,200. This would reduce the balance to be paid from the Community Infrastructure Levy to £485.40 providing that Borough Councillor Cooper approved the request for funding from his budget.

23/211 DEFIBRILLATOR

Councillor Ryan reported that:

- He was waiting for a quotation from a contractor to cover the groundworks, which included the excavation to cast a concrete foundation base on which the steel framed support to the defibrillator cabinet would be mounted together with cable ducting through which the SPN power cable would be threaded.
- A CWAC Highways NRSWA Section 50 Road Opening Licence Application would need to be completed once he had the above quote and the quotation for Traffic Management, was awaited.
- The contractor who will carry out the electrical connection of the SPN supply cable to the Defibrillator cabinet had given him the cost of the necessary weatherproof fittings. The work would be carried out without charge, other than for parts.
- He had a price for the steel frame which would require painting with Hammarite.
- A piece of 20mm marine plywood, 450 x 480 was required to fix into the support frame, on to which the Defibrillator cabinet would be mounted.
- An APN quotation had expired so it would be necessary to re-apply.

23/212 ROAD SAFETY

Vehicle Activated Signage

The December 2023 meeting had chosen a 450mm diameter roundel rather than the 600mm which had been quoted at the last meeting. The amended reduced quotation for the two signs had amounted to £6,191.36 plus VAT. Installation of the above and Commissioning £750.00 plus VAT. There would also be an additional charge from Highways of approximately £500 plus VAT for their work on installation. Total Cost, approximately £7,441.36 plus VAT.

The order had been placed and the equipment was expected to be ready for installation around the middle of February. Highways had preparation work to complete and they had

been asked to undertake this with a view to installation taking place in the second half of February.

Highways had indicated that if any representations were received from residents associated with glare/the flashing of the device into properties after installation, it would be the responsibility of the Parish Council to fund any changes or its re-location.

23/213 GENERAL FINANCIAL MATTERS

23/213.1 December 2023 Payments and Payments between meetings

Councillor Ford had confirmed in writing that all payments had been made as approved by Council.

23/213.2 RESOLVED: that the following payments made since the last meeting be confirmed:

Payments between meetings.

Payee and Detail	Amount to be Paid inc. VAT	Amount net of VAT (charge against budget)	Budget Provision available before payment
Mrs M Williams Reimbursement of Expenditure Frame for Scroll	120.00	100.00	387.76
Scottish Power Electricity Qtr. to December 2023	283.02	269.54	2,364.17
Groundforce Landscape Ltd Hedge Cutting King George V Playing Field	491.15	409.29	450.00

23/213.3 RESOLVED: that the following payments be authorised, and that payments be made by internet banking:

Payee and Detail	Amount to be Paid inc. VAT	Amount net of VAT (charge against budget)	Budget Provision available before payment
Tarvin Gardening Club Annual Donation for maintenance at Well Cottages etc	250.00	250.00	250.00
Tarvin Community Centre Hire of Room for Council Meetings – October, November, December 2023	61.38	61.38	88.02
Water Plus Ltd Water King George V Playing Field – 20th November to 19th December 2023	36.30	36.30	39.14
Tarvin Scout and Guide Management Committee Electricity charge for CCTV Cameras 2023	473.79	473.79	400.00
Payroll January 2024	1,545.72	1,545.72	7,441.89

23/213.4 Direct Debits

The meeting noted the following direct debit payments:

British Telecom Plc – 29th December 2023 – Telephone and Internet December 2023 – two venues – £122.59.

Sage Global Services Ltd - 6th January 2024 - Payroll Software January 2024 - £9.60

23/213.5 St Andrews Churchyard Grant

The Clerk had completed an application to Cheshire West and Chester Council requesting a grant of £976.97.

23/213.6 Management Accounts

The Managements Accounts for the 9 months to 31st December 2023 were presented.

RESOLVED (23/213.6.1): to transfer the sum of £3,000 to show the Special Project expenditure of £3,000 (war memorial work) as paid from the Community Infrastructure Levy.

RESOLVED (23/213.6.2): to transfer the earmarked reserves to general reserves.

23/213.7 BT Telephone and Internet

The meeting noted that the contract had been renewed for a further two years without an increase in cost.

23/214 BUDGET (Year April 2024 to March 2025)

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

RESOLVED (23/214.1): that the draft budget recommended by the Finance Working Party be approved and that Council request a budget requirement of £60,732.

RESOLVED (23/214.2): that the sum of £8,000 be transferred from the Community Infrastructure Levy to the Play Equipment Capital Fund.

RESOLVED (23/214.3): that the Contractor who provides the Annual Independent Report on the equipment on the King George V Playing Field be asked to provide an opinion on when each individual item of equipment would need to be replaced.

RESOLVED (23/214.4): that Council looks to open a 32-day bank account with Lloyds Bank and/or interest-bearing accounts with other banks where the interest rate would be higher than the present instant savings account.

RESOLVED (23/214.5): that the Clerk claim the VAT paid on purchases from April 2023 to December 2023 from HMRC.

RESOLVED (23/214.6): that consideration of Special Projects for the coming year be an agenda item at the next meeting.

23/215 FOOTWAY – TARPORLEY ROAD

The work had been completed and an invoice was awaited.

23/216 NEIGHBOURHOOD PLAN

The meeting considered a report from Councillor Lush regarding a review of the Neighbourhood Plan.

RESOLVED: to consider the matter in more detail at the March 2024 meeting.

23/217 CLERK'S REPORT/CORRESPONDENCE

23/217.1 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. Chester Cycling Matters – Winter 2023 Edition
- c. Highways - Deansway – Footway improvement work – January 2024 plus a concern raised by one resident to Highways which was copied to Council.
- d. The Eddisbury Report – Christmas Round Up

e. Online Talk: Kings Award for Voluntary Service, Honours and Royal Garden Parties
Thursday 25th January 6pm to 7pm

f. Police and Crime Commissioner – Police Budget 2024/25

g. PCSO Hannath – Priorities

RESOLVED (23/217.1g): that the Clerk inform PCSO Hannath that Council considered speeding the top priority.

h. National Planning Framework - December 2023

i. Cheshire Fire Service Budget

j. D Day 80

RESOLVED (23/217.1j): that the Clerk forward the correspondence to St Andrews church.

k. Neighbourhood Watch January 2024

l. Understanding Neighbourhood Plans training - Tuesday 23rd January 1.00pm to 3.30pm

m. Cheshire West and Chester Council – HAF 2024 Funding

n. West Cheshire Town and Parish Council Conference - Wednesday 6th March 2024 - 5.15pm to 9pm – Councillor Lush is planning to attend.

o. Information Commissioner's Office – Newsletter January 2024

p. Changes to Co-op Membership & Local Community Fund

q. Letter from resident re dog fouling along the footway from Church Street to Cross Lanes.

23/217.2 Newsletter

Items in the newsletter to be published in February 2024 to include Parish Precept 24/25, dog fouling, Freedom of the Parish presentation, vehicle activated signs, new goals, and nets.

23/218 LIST OF OUTSTANDING ITEMS

The report was noted.

23/219 TOPICS FOR PUBLICATION

As per list for the newsletter.

23/220 DATE OF NEXT MEETING – Monday 26th February 2024 – 7.15pm - Edna Rose Room, Tarvin Community Centre

23/221 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)

23/222 STAFF TERMS OF EMPLOYMENT

The meeting considered comments and thoughts from the finance Working Party meeting regarding the hours of work and work undertaken by staff.

RESOLVED: not to make any changes.