

MINUTES OF A MEETING OF TARVIN PARISH COUNCIL HELD VIA VIDEO-CONFERENCE USING ZOOM SOFTWARE ON MONDAY 6TH JULY 2020

PRESENT:

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

IN ATTENDANCE:

No Members of the public
Cheshire West and Chester Council – Councillor H Tonge
Cheshire West and Chester Council - Councillor J Leather
Parish Council Clerk – Mr M Hassall

APOLOGIES AND REASONS FOR ABSENCE:

Councillor B Dean (work commitment)

20/037 DECLARATIONS OF INTEREST, DISCLOSABLE PECUNIARY INTERESTS, AND DISPENSATIONS

20/037.1 New Written Requests for Dispensations

There were no new requests.

20/037.2 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.

20/038 OPEN FORUM

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

20/039 PARISH COUNCIL MEETING

RESOLVED: that the Council meeting be reconvened.

20/040 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)

Borough Councillors Leather and Tonge had provided the following updates:

- a. At a cabinet meeting it had been agreed to have a further look at the Home to School Transport Policy. The first group meeting had taken place earlier in the day and they hoped to be able to report within a year.
- b. They were continuing to help the parents who had raised concerns about not being offered free transport to Tarporley High school for their children from September 2020.
- c. Live consultations included Walk, Ride, Thrive (focusing on cycling and walking), Stronger Futures, and Highways Service.

d. The Borough Council continued to support approximately 14,000 shielded people across the Borough with over 2,000 of them receiving food packages. With restrictions being lifted all would be getting a letter saying that would be coming to an end by 31st July. All would be receiving a telephone call to ensure that the residents had follow on arrangements

20/041 MINUTES OF THE MEETING HELD ON 18TH MAY 2020

RESOLVED: that the minutes of the meeting held on 18th May 2020 be signed by the Chairman of the meeting as a correct record.

20/042 REPORT ON ACTIONS ARISING FROM THE MEETING HELD ON 18TH MAY 2020 NOT COVERED BY THE AGENDA

Cross Lanes (Previous Minute 20/033)

PCSO Sue Keers had carried out the following vehicle speed checks along Cross Lanes between Tarvin and Oscroft:

4th June 2020 - 21 vehicles, none exceeded the 40mph limit

26th June 2020 - 18 vehicles, none exceeded the 40mph limit.

20/043 PLANNING MATTERS

20/043.1 Planning Applications

20/01888/LDC - Certificate of Lawfulness for the retention of and the continued use of former agricultural land for incidental garden purposes ancillary to the residential use of 12 Grosvenor Road - Land Adjacent to 12 Grosvenor Road Tarvin

Comment: No Objections

20/01978/FUL - Change of Use of existing treatment room to D1 use to allow medical aesthetics – 36B High Street, Tarvin

Comment: No Objections

20/01764/FUL - Amendments to previously approved application 19/02203/FUL - Moss Lane Farm, Old Moss Lane, Bruen Stapleford

Comment: No Objections

20/02069/FUL - Conversion of existing garage, installation of new windows, installation of new pitched roof over existing garage and porch, render finish to existing garage and main facade of existing dwelling – 5 Meadow Close, Tarvin

Comment: No Objections

20/043.2 Notices

20/00724/FUL - Single storey front extension. Single storey side and rear extension – 10 Heath Drive, Tarvin – **PERMISSION**

20/01043/FUL – First floor side extension above garage, single storey rear extension to include demolition of existing conservatory. Modifications to existing flat roofs to pitched roofs – 11 Broom Crescent, Tarvin – **PERMISSION**

20/043.3 Other

Fernleigh, Holme Street, Tarvin – Planning Approval – 18/03837/FUL

A letter to Cheshire West and Chester Council Planning from a Tarvin Resident and member of Chester Cycling Campaign raising concerns regarding the positioning of the new gates at the entrance to the property had been circulated to Councillors prior to the meeting. The meeting noted that the resident would continue to liaise with the Clerk.

Planning Enforcement had provided a reference number but had been unable to provide any idea as to when the issue would be investigated due to the pandemic and their significant backlog of work.

20/044 KING GEORGE V PLAYING FIELD

With Government restrictions lifted the play areas had been open since 4th July.

20/044.1 Risk Assessment

RESOLVED: (20/044.1.1) that the risk assessment prepared by Councillor Twigg be approved.

RESOLVED: (20/044.1.2) that Councillor Twigg and the Clerk be authorised to update the document as necessary on a regular basis

20/044.2 Rugbys and Tarvin Primary School

The meeting noted the following field bookings:

20/044.2.1 Rugbys - for each Saturday morning from 11th July up to and including 15th August. Classes would start at 9.00am and should be finished by 11.00am depending on demand. A copy of their written risk assessment had been received.

20/044.2.2 Year 6 Primary School leavers and their parents – for a picnic and other activities on Friday 17th July from 5.30pm

20/044.3 Gates to Play Area

Both gates were in need of repair and may need replacing.

RESOLVED: that Councillor Twigg seek advice from Wicksteed and if appropriate obtain a quotation to new gates.

20/044.4 General

Overall users of the field had been well behaved. There had been a couple of occasions when large numbers had congregated on the field and had left bottles and empty nitrous oxide canisters behind. The incidents had been reported to the Police and Crime Numbers had been received. It appeared that the problem had been caused by groups from other areas who had also left evidence of their visit on the side of the road between Tarvin and Chester.

20/045 SPECIAL PROJECT 2020/21 (Previous Minute 20/010)

Proposal to put a gate in the gap in the hedge at the Ridgeway.

Councillor Ryan had forwarded proposals to Councillors prior to the meeting.

RESOLVED: that Option 2 be approved and that the Clerk seek approval for the scheme from Cheshire West and Chester Council.

Thanks were expressed to Councillor Ryan and the Tarvin resident who had helped with the preparation.

20/046 BLACK NOTICEBOARD ON HIGH STREET

RESOLVED: that the Clerk seek quotes for a new similar sized board.

20/047 HOME TO SCHOOL TRANSPORT

The meeting noted that a number of Tarvin parents had raised concerns about not being offered free transport to Tarporley High school for their children from September 2020.

The Clerk had written to Cheshire West and Chester Council who had responded with “ You are firmly on our radar, we are well aware of the uneven nature of the home to school transport so the working party will be looking at a much fairer and above all sustainable and green model going forward. We shall of course keep you in the loop.”

Borough Councillors Leather and Tonge had confirmed that they were still in contact with

the parents who had complained to them and were hoping to be able to help those who wished to appeal.

20/048 ASSETS OF COMMUNITY VALUE

RESOLVED: not to apply to Cheshire West and Chester Council to have the George and Dragon Pub and Car Park registered as an Asset of Community Value.

20/049 POLICIES AND PROCEDURES

The following were approved and copies will be published on the website:

- a. Email and Address Contact Privacy Policy
- b. Information and Data Protection Policy
- c. Documents for Retention or Disposal Policy
- d. Privacy Notice for Employers Policy
- e. Complaints Procedure
- f. Media Policy

All would be reviewed in July 2022 unless new legislation was introduced in the meantime.

20/050 LIST OF OUTSTANDING ITEMS

The report was noted.

20/051 CLERK’S REPORT/CORRESPONDENCE

E-Mail Correspondence

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 E Bulletins
- b. Tarvin Resident - Suggested ideas for making walking and cycling easier in Cheshire West
- c. Healthwatch Cheshire – Survey
- d. ICO – Coronavirus recovery – update
- e. Cheshire and Warrington Growth Hub – Support for businesses
- f. Great British Spring Clean – Relaunch – Council had provisionally agreed that the Tarvin and Oscroft cleans will be on Saturday 19th September 2020.
- g. Edward Timpson MBE MP - The Eddisbury Report: Opening up Eddisbury

RESOLVED: that the Clerk continue to forward copies of the Eddisbury Report to Councillors

- h. 1st Tarvin 50-year Celebration

Invitation for a Councillor to attend the celebration, via Zoom, on Monday 13th July at 6.45pm.

RESOLVED: that Councillor Ford attend the celebration.

20/052 FINANCIAL MATTERS

20/052.1 May 2020 Payments

Councillor Ford had confirmed in writing that the May 2020 payments authorised at the Council Meeting had been made by the Clerk as approved by Council and that the payments between meetings were as stated below.

20/052.2 RESOLVED: that the following payments made since the May meeting be approved.

Payee	Detail	Amount to be Paid
VAT	Net Amount to Charge against budget	Budget available before payment

Payroll	May 2020	1,352.86
0.00	1,352.86	19,717.49
Mr S Wiley	Three Council Meetings via Zoom at £14.39	43.17
7.20	35.97	450.00
Groundforce Landscape Ltd	Grass Cutting King George V Playing Field May 2020	487.44
81.24	406.20	
Cheshire Association of Local Councils	Affiliation Fee Year to 31st March 2010	874.44
0.00	874.44	1,200.00
Payroll	June 2020	1,442.05
0.00	1,442.05	18,364.63

20/052.3 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 King George V Playing Field June 2020	487.44
81.24	406.20	
HMRC	PAYE and Nat Insce April to June 2020	1,165.71
0.00	1,165.71	
Mr S Wiley	Zoom – June 2020	14.39
2.40	11.99	414.03

20/052.4 Direct Debits

The meeting noted the following payments that had been made by direct debit:
 British Telecom Plc – 29th May 2020 - Telephone and Internet May 2020 – £34.94
 Information Commissioners Office – 29th June 2020 – Annual Registration Fee - £35.00
 British Telecom Plc – 29th June 2020 – Telephone and Internet June 2020 - £117.56

20/052.5 Cheshire Community Action and CPRE

RESOLVED: that Council become members for the coming year and that the subscriptions be approved for payment. Costs would be Cheshire Community Action £50.00, CPRE £36.00

20/052.6 Oscroft Defibrillator

The pads would become out of date on 21st July 2020 and the standby pads become out of date on 22nd September 2020. Costs for replacements were approximately
 Zoll. Stat- Padz II – 2-year shelf life 25.99 plus Vat – ref Direct 365
 Zoll. CPR-D Padz 5-year shelf life £81.99 plus Vat - Includes a CPR monitor - ref The Defib Pad

RESOLVED: that Council purchase the 5-year pads and standby pads.

20/053 TOPICS FOR TARVINONLINE

RESOLVED: that articles be written on Cross Lanes Speeding Check, Policies/Procedures, and School Transport.

20/054 DATE OF NEXT MEETING – Provisional date Monday 27th July 2020 – 7.15pm – via Zoom software