

MINUTES OF A MEETING OF TARVIN PARISH COUNCIL HELD IN THE EDNA ROSE ROOM, TARVIN COMMUNITY CENTRE ON MONDAY 24TH JULY 2023.

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 P Ryan
Councillor A Sheppard
Councillor M Williams

IN ATTENDANCE:

2 Members of the Public
Parish Council Clerk – Mr M Hassall

APOLOGIES AND REASONS FOR ABSENCE:

Councillor N Poole (holiday)
Councillor P Twigg (work commitment)
Cheshire West and Chester Council – Councillor T Cooper

23/075 DECLARATIONS OF INTEREST, DISCLOSABLE PECUNIARY INTERESTS, AND DISPENSATIONS

23/075.1 New Written Requests for Dispensations

There were no new requests.

23/075.2 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 interest in all CWaC matters that impacted on the Tarvin/Kelsall ward directly, but specifically the Tarvin PC area e.g., proposal to close a road to deal with a pothole or indirectly e.g., a policy that changes how an issue will be dealt with that could have potential implications for the Tarvin PC area. The declaration was made due to his position as a Cheshire West and Chester Councillor.

Councillors Dutton and Lush declared an interest in Planning Application 23/01995/FUL as they were both Trustees of Tarvin Community Centre. It was noted that whilst the building would be shared by the applicant and the Community Centre the application would in no way affect the Community Centre.

No other declarations were made.

23/076 OPEN FORUM

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

23/077 PARISH COUNCIL MEETING

RESOLVED: that the Council meeting be reconvened.

23/078 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 complained about an overgrown hedge on Platts Lane and asked about the timber fence at 23 Platts Lane which had not received planning permission.

23/079 MINUTES OF THE MEETING HELD ON 26TH JUNE 2023.

RESOLVED: that the minutes of the meeting held on 26th June 2023 be signed by the Chairman of the meeting as a correct record.

23/080 REPORTS ON MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 26TH JUNE 2023 NOT COVERED BY THE AGENDA

23/080.1 Neighbourhood Pride Scheme – Footway Tarporley Road (Previous Minute 23/056.1)

Streetcare had reported that they had treated the path edges and there had been a recent grass cut to the verge. They would soon apply an additional herbicide with a view to edging back the path edges. Once the second application had taken effect, likely to be late August early September, the work would be completed.

23/080.2 Road leading to Turkey Farm (Previous Minute 23/065)

The meeting noted that the Land Registry document indicated that the area that had been fenced off was under private ownership whereas documents provided by a former Highway Officer indicated that the land was part of the Highway.

RESOLVED: that Councillor Lush follow this matter up with Cheshire West and Chester Council.

23/080.3 Bus Stops (Previous Minute 23/067.2)

The request to install bins where they were not already placed at bus stops had been turned down due to a lack of evidence. The meeting noted that the Clerk had since requested that:

23/080.3.1 the litter bin on High Street and close to the junction with Hockenhull Lane (which used to be by the bus stop before the bus stop was moved) was moved to the bus stop.

23/080.3.2 a litter bin was installed by the bus stop close to the entrance to Park Close. Complaints had previously been forwarded to Cheshire West and Chester Council regarding litter at this bus stop and the lack of a bin.

23/080.4 Presentation to CHALC 'Cheshire Connections' by CWaC Highways, 5th July 2023 (Previous Minute 23/070.1n)

The notes from the presentation are attached to the minutes under Appendix 1.

23/080.5. Report on the meeting of Rural Parishes on 11th July 2023. (Previous Minute 23/070.1o)

Minutes of the meeting, minus the list of those attending, are attached under Appendix 2.

23/081 PLANNING MATTERS

23/081.1 Planning Applications

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

23/01995/FUL – Change of use to a centre to provide Covid vaccinations, Living Well and Covid treatment service - Tarvin Professional Centre, Meadow Close, Tarvin

Comment: No Objection

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

Comment: No Objection

23/081.2 Notices

23/01717/FUL - Construction of single storey porch extension - Home Orchards, Willington Road, Weetwood - **PERMISSION**

23/01232/S73 - Single storey rear extension and rear dormer window - This application is to vary condition 2 (approved plans) and 3 (external materials) of planning permission 18/00073/FUL – Sunnyside, Church Street, Tarvin - **PERMISSION**

22/04703/FUL - Construction of 16 temporary accesses from Utkinton and Duddon Wastewater Treatment Works (WwTW) to Tarvin WwTW - Land Between Utkinton and Duddon Wastewater Treatment Works (WwTW) and Tarvin WwTW - **PERMISSION**

23/081.3 Other

23/081.3.1 21/03690/FUL - Change of Use of land for use as traveller site consisting of 1 static caravan, 3 trailer caravans, day room, septic tank, and landscaping - Land at Tarporley Road, Tarvin

The Clerk reported that work on the application was being progressed by the CWaC Planning team.

23/081.3.2 22/02356/FUL - Erection of closeboard timber fence (retrospective) – 25 Platts Lane, Tarvin

The planning application had been refused on 7th February 2023, but the fence was still there.

RESOLVED: that the Clerk report the issue to Planning Enforcement

23/081.3.3 58 Hockenhull Avenue, Tarvin

A shed had been installed in the front garden without planning approval.

RESOLVED: that the Clerk report the issue to Planning Enforcement

23/082 KING GEORGE V PLAYING FIELD

Football Goal Posts (Previous Minute 22/238.5)

Councillor Twigg had applied for a grant for new goal posts and would be making an application to the members budgets for a grant towards the cost of installation in the near future.

23/083 WAR MEMORIAL/OWNERSHIP OF LAND

23/083.1 War Memorial

Further details of brass plaque cleaning were awaited. A Councillor offered to personally pay for the work.

23/083.2 Land

A response was awaited from Cheshire West and Chester Council regarding ownership of the land.

23/084 ROAD SAFETY

23/084.1 Signage

The quotes for the vehicle activated signs for Tarporley Road and Shay Lane had still not been received.

23/084.2 Meeting with Highways regarding Lower High Street

At an onsite meeting held on 7th July Highways had agreed to arrange for some speed monitoring devices to be installed to monitor the speed of traffic. They would also be finding out what records the police had in terms of accidents in order to gather some evidence.

23/084.3 Access to Church Farm

Following a site visit on 7th July Highways had indicated that they understood the request for double yellow lines but inconsiderate parking in residential areas was an ever more frequent issue reported to them, and the application of parking restrictions was seldom considered as an appropriate response. Consideration must always be given to potential displacement and installing double yellow lines for the length requested would displace 7 or 8 vehicles. It was likely that this would simply move the problem and create further issues, not resolve it.

Their recommendation was that Council request that the dropped crossing is enforced by Cheshire West Parking Services which should help reinforce the need for access and discourage inconsiderate parking. Should that not work they would revisit the matter. The Clerk had asked Parking Services to visit the site on a regular basis and action as necessary.

23/084.4 Bus Stop Church Street

Councillor Butler reported that he had made contact with Stagecoach and a response was awaited.

23/085 DEFIBRILLATOR

Councillor Ryan was waiting for updated quotes.

23/086 CO-OP CAR PARK

The Clerk had contacted Sheffield Mutual again expressing concerns about the lack of progress and requested that the damaged part of the wall was removed, making the area safe until repairs were carried out.

23/087 PUBLIC CAR PARK

One of the aspirations of the Neighbourhood Plan was a public car park. The Plan stated that the most suitable site for a public car park in Tarvin village was the Garden Field which was owned by the Diocese of Chester. Council had previously expressed an interest in purchasing or leasing the field for use as a car park without success.

RESOLVED (23/087.1): that Councillor Ford draft a letter to the Diocese of Chester, or their land agent, for consideration at the next meeting on opening a dialogue on Garden Field.

RESOLVED (23/087.2): that Councillor Ford speak to the new landlords of the George and Dragon Public House to find out whether they were prepared to allow members of the public to use the car park whilst not using the pub.

23/088 REPORT ON MEETING WITH POLICE AND CRIME COMMISSIONER

The notes of issues raised at the meeting are attached under Appendix 3.

23/089 POLICIES AND PROCEDURES

RESOLVED: that the following be approved. Copies of the approved documents would be posted onto the Council website.

23/089.1 CCTV, **23/089.2** Email and Address Contact Privacy Policy, **23/089.3** Information & Data Protection Policy, **23/089.4** GDPR Privacy Notice, **23/089.5** Personal Data Management and Audit Policy, **23/089.6** Media Policy.

23/090 POTHoles

RESOLVED (23/090.1): that Councillors report potholes that they come across using one of the Cheshire West and Chester Council online reporting systems.

RESOLVED (23/090.2): that an article be published in the next newsletter encouraging residents to report potholes in the same way.

23/091 NEWSLETTER

Suggested items for the newsletter to be published in August included Parish Clean Ups, overgrown hedges, potholes, new councillors, the poor state of gutters and gullies, and planning.

23/092 CLERK’S REPORT/CORRESPONDENCE

23/092.1 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! Summer 2023 Issue
- c. Police and Crime Commissioner – Commissioners Review covering January to June 2023
- d. CPRE – News update June 2023
- e. CWaC - Public Space Protection Order (PSPO) consultation for alcohol control
- f. CWaC – Re New Chief Executive
- g. Chester Town Hall and Lord Mayor's regalia talks and town hall tour.
- h. Information Commissioner's Office Newsletter – July 2023
- i. United Utilities pipeline Utkinton to Tarvin - update
- j. Chester Zoo – Networks for Nature Project

23/092.2 Training

The meeting noted that Councillors Sheppard and Williams had attended the Cheshire West and Chester Code of Conduct training on 13th July 2023 and that Councillor Williams had been booked onto the Induction for Councillors and Clerks on 14th September 2023.

23/093 FINANCIAL MATTERS

23/093.1 June 2023 Payments and Payments between meetings

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

23/093.2 RESOLVED: that the following payments made since the June meeting be confirmed:

Payee and Detail	Amount to be Paid inc. VAT	Amount net of VAT (charge against budget)	Budget Provision available before payment
Water Plus Ltd Water King George V Playing Field – 20th May to 19th June 2023	14.31	14.31	212.09

Groundforce Landscape Ltd Grass Cutting King George V Playing Field + Millennium Garden + Oscroft Green – June 2023	610.55	508.79	2,875.05
Scottish Power Electricity Qtr. to June 2023	974.49	928.09	3,759.39

23/093.3 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
Cheshire Association of Local Councils – Training Councillor Buckley	25.00	0.00	300.00
Mr M H Walker – verge cutting Tarporley Road	59.40	49.50	100.00
Payroll July 2023	1,521.32	1,521.32	20,173.31

23/093.4 Direct Debits

The meeting noted the following direct debit payments:

29th June 2023 – British Telecom Plc - Telephone and Internet June 2023 – two venues – £142.10 – a previous undercharge of £19.50 had been included in the bill.

6th July 2023 - Sage Global Services Ltd – Payroll Software July 2023 - £9.60 – new monthly charge following a price increase.

23/093.5 Management Accounts

The accounts for the three months to 30th June 2023 were presented to the meeting.

23/094 LIST OF OUTSTANDING ITEMS

The meeting noted that the pedestrian barriers at the Ridgeway had been repaired and reinstated.

23/095 TOPICS FOR PUBLICATION

Items would be similar to those for the newsletter.

23/096 DATE OF NEXT MEETING – Monday 21st August 2023 – 7.15pm - Edna Rose Room, Tarvin Community Centre

APPENDIX 1

Minute 23/080.4 Presentation to CHALC 'Cheshire Connections' by CWaC Highways, 5th July 2023

The following notes from the presentation were presented to the meeting:

"Methods to contact Highways for reporting faults: via website, via the reporting App (esp. potholes) or by e-mail to highways@ cheshirewestandchesterCouncil.co.uk. And NOT by e-mailing officers please.

Claim to react to reports of faults in a 'data-led' way – both to pre-empt issued and also to act reactively.

Potholes reported will be logged and inspected based on urgency – can be within 2 hrs if reported as serious, up to 28 days. Inspections are logged and defects are 'marked up' for subsequent action. These are prioritised based on 'risk to the public' and not on depth of pothole. So, a pothole within a cycle lane would have a high priority.

Borough councillors can request management reports for their area that show potholes identified, scheduled for fixing and fixed.

Every road is walked at least annually and inspected for road quality.

Gullies. A risk-based approach is adopted. All are supposedly emptied at least every two years minimum (says annually on their website!

Other matters:

Road signage if obscured – raise as an issue on the App.

SIDs – they believe they are of limited use as locals quickly become aware of their location and become immune to the message."

APPENDIX 2

23/080.5. Report on the meeting of Rural Parishes on 11th July 2023

MINUTES

1. Present:

2. **Welcome and Introductions:** Cllr Graham Spencer took the Chair and thanked everyone for their attendance. The aim of the meeting was to gather local parish councils' views and issues on local highway matters and work with Cheshire West and Chester Council to achieve solutions.

3. **Shared Highways issues:** the following key issues were identified (in order of identification, not importance) –

- In Tiverton, the highway in the centre of the village is in a very poor condition, exacerbated by blocked drains.
- Utkinton and Cotebrook villages have stretches of poor road conditions, uneven footpaths and pavements overgrown by hedges.
- Every area represented had examples of large potholes which don't meet the national criteria but are dangerous to cyclists and motorbikes.
- There were concerns expressed by the quality of some repairs although it was acknowledged that recent repairs had been of a better quality.
- Rural parishes do not feel that they are receiving a "fair share" of attention or funding compared with towns and cities in the Borough.

- Blocked drains and gullies seem to be an issue across the rural road network and recent rains have made this issue worse in some areas.
- The Report It app is useful but limited in that the responses are limited, and feedback is unsatisfactory
- Frustration is felt by local residents when repair teams attend, fill one pothole but leave others nearby because they don't yet meet the criteria – surely it would be more cost effective to complete a stretch of road at a time rather than visit for one repair?
- Parish Councils would like more support from CWaC when they wish to install speed indicator devices.
- In Tarporley, the pavements and footpaths are covered in weeds and broken kerbstones.
- White lines need to be maintained, some have disappeared altogether, making some joining points onto main roads dangerous.
- Parish Councils had found the recent Town and Parish Council Connections event with the Highways Team useful.
- Willington Parish Council have been trying to enforce a 30mph speed limit along Willington Road for some years, yet the police say that they cannot enforce it because there are no 30mph signs.
- Many traffic signs are obscured by overgrown hedges or are so dirty that they are impossible to read. In Willington, a team of volunteers have cleaned some of the signs, but the parish council is unsure of insurance liabilities if volunteers are working on the highway.
- Although CWaC have declared a Climate Emergency and are supporting Active Travel, it is difficult for rural residents to use cycles or walk due to poor road conditions.
- The CWaC website states that if a pothole has been marked for action, it should be attended to within 10 days, but this doesn't always seem to be true, in addition, the website sometimes states "job complete" when local site observation proves this to be untrue – are contractors paid for these jobs?
- It was agreed that there is a perceived feeling that there is a failure to meet the expectations of parish councils and residents in rural areas – is this because expectations are too high or because responses are too low?

4. **Progress to date:** CWaC Officers, Jamie Barron and James Orme thanked the meeting for the invitation to attend and gave an overview of the work being carried out. There has been a change of contractor and the quality of repairs has improved although it was acknowledged that this means more road closures while work is carried out. There have been additional teams provided and the backlog of reports is slowly reducing, however, there is still a lot of work to be done.

It was agreed that the website and reporting system could be improved and that there is a need to provide better information and improve the two-way communication with parish councils.

The gullies and drains issues are being addressed through a risk-based approach and James Orme shared some maps and data that demonstrated the numbers of reports and issues in need of attention and the way that they are prioritized. Some drainage issues are caused by ditches being blocked and there might need to be a joined-up approach on tackling that with local landowners.

There are planned improvements to the website and the Highways team hope that the responses will be more useful in time.

The Streetcare Team have resources that are available to local councils and residents if a self-help solution is appropriate in some cases.

There was a short opportunity to study some of the data supporting the risk assessments and decision-making process on highways issues and it was agreed that more time would be allocated at a future meeting to allow parish councils to fully understand some of the challenges.

- 5. Next steps:** It was agreed that a second meeting would be arranged to give parish councils more time to study the data available and understand the risk-based approach taken by CWaC.

It was also noted that every report made makes a difference so local councils can help by promoting this approach to residents.

- 6. Date of next meeting:** to be confirmed asap.

APPENDIX 3

23/088 REPORT ON MEETING WITH POLICE AND CRIME COMMISSIONER

Speeding: This is the main issue for all Councils!! PCC confirmed that the trial of average speed cameras for the parishes of Plumley & Acton Bridge is due for deployment in 2 weeks. Once the success of the trial has been evaluated, the PCC will be providing details to all Councils as to how they can apply for average speed cameras to be deployed in their Parishes. Whilst Councils will have to fund them, the PCC advised on more than one occasion that he will be evidencing to Councils how they could afford them (so watch this space !!). Mobile speed cameras have been deployed by the police on 93 occasions so far in 2023. Drivers are deemed to have exceeded the speed limit when travelling at 10% over the speed limit plus 2 mph (so for a 30-mile hour speed limit this would be 36 mph)

101 call waiting times: Historically call waiting times for parishioners phoning 101 (for non- emergency police support) have been 17 minutes, but following investment in the service, average wait time is now 5 minutes & 5 seconds. There remains a perception that the service is not fit for purpose, but we have been asked to encourage people to use the service where appropriate.

PCSOs: There is a new inspector in charge of PCSOs. He has committed that either the PCSO, the beat constable or their sergeant will attend at least every other Parish Council meeting with a report being provided for every Parish Council meeting. There was a request that any agenda items for the PCSO are towards the top of the agenda, so they don't have to stay for the whole meeting. Some representatives at the meeting brought up specific parking issues they have in their Parish which were going to be looked at following the meeting, so might be an option for us to escalate, as necessary, at future PCC meetings.

Other subjects covered, but not of immediate interest to us included hunting, graffiti, and the Countess Hospital.