

**MINUTES OF A MEETING OF TARVIN PARISH COUNCIL HELD IN THE EDNA ROSE ROOM, TARVIN COMMUNITY CENTRE ON MONDAY 22ND JUNE 2015**

**PRESENT:** Councillor E Lush (Chairman)  
Councillor D H Cotgreave  
Councillor S Hardacre  
Councillor M Pochin  
Councillor B Spruce  
Councillor R Williams

**IN ATTENDANCE:** 5 Members of the Public  
Parish Council Clerk – Mr M Hassall  
Cheshire West and Chester Councillor H Deynem

**APOLOGIES:** Councillor C Jones (family commitment)  
Councillor P Twigg (business commitment)  
Cheshire West and Chester Councillor J Leather

**15/033 DECLARATIONS OF INTEREST, DISCLOSABLE PECUNIARY INTERESTS, AND DISPENSATIONS**

**15/033.1 New Written Requests for Dispensations**

There were no new requests.

**15/033.2 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.

Councillors Lush and Hardacre declared Outside Body Interests in Minute 15/046 and confirmed that they would not take any part in that item. Councillor Cotgreave stated that the Clerk was making an appointment for him to obtain advice from the Legal Services and the Monitoring Officer at Cheshire West and Chester Council regarding Minute 15/042. He declared a Close Associate Interest as he thought that was probably the appropriate declaration to make. He added that under the circumstances he would remain in the room but not take any part in the item.

No other declarations were made.

**15/034 CHAIRMAN FOR MINUTE 15/046 - TARVIN COMMUNITY CENTRE**

**RESOLVED:** that Councillor Williams chair the item concerning the Community Centre as the Chairman and Vice Chairman of the Council had declared Outside Body Interests and stated that they would not take any part in the item.

**15/035 OPEN FORUM**

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

**15/036 PARISH COUNCIL MEETING**

**RESOLVED:** that the meeting be reconvened.

**15/037 REPORT ON OPEN FORUM**

**15/037.1** The Secretary of the Community Centre Management Committee had spoken about the request for a grant from the Council and had covered the reasons for it and had

emphasised the importance of the proposed project. She had stated that the amount being requested was £2,625, slightly less than in the letter to Council, as their other source of funding had promised a slightly higher figure than anticipated.

**15/037.2** A request had been made for Council to find out what was happening regarding the issue of Home to School Transport and in particular what had happened to the mitigation fund.

**15/037.3** A resident from Crossfields had asked whether the Parish Council owned the hedge along Townfield Lane that ran behind his property. It had been confirmed that Council did not own it.

**15/037.4** A complaint had been made about the amount of weeds in gutters around the village

**15/037.5** Comments had been expressed about the poor turnout of both Councillors and members of the public at the Annual Parish Meeting and many of the points which members of the public had considered should be brought to the attention of the Parish Council had been mentioned.

**15/037.6** Borough Councillor Deynem had:

**15/037.6.1** congratulated Councillor Lush on being appointed Chairman for the coming year.

**15/037.6.2** said that his year as Mayor of Chester would mean that he would probably not always be available to cover all his work with Tarvin but Borough Councillor Leather had offered to help.

**15/037.6.3** said that he supported the proposed letter to the leader of Cheshire West and Chester Council regarding the problems with the Home to School Transport issues and would continue to keep pushing for change.

#### **15/038 MINUTES OF THE MEETING HELD ON 18TH MAY 2015**

**RESOLVED:** that the minutes of the meeting held on 18th May 2015 be signed by the Chairman as a correct record

#### **15/039 REPORT ON ACTIONS ARISING FROM THE MEETING ON 18TH MAY 2015**

**15/039.1 Declaration of Office** (Minute 15/002 and Minute 15/005)

Councillor Lush had completed both Declarations of Office

**15/039.2 Tarvin Neighbourhood Plan Steering Group** (Minute 15/013)

Councillor Hardacre reported that she had withdrawn from the Steering Group

**15/039.3 Wicksteed Baby Swing Basket** (Minute 15/022.3)

The basket had been replaced

**15/039.4 Saxon Heath** (Minute 15/019.3)

Councillor Cotgreave reported that since the meetings had finished there had been further communication with Mr John Evans, Cheshire West and Chester Council. The main issue at the present time was the entrance from the estate onto Broomheath Lane that was not being progressed.

**RESOLVED:** that the Clerk write to Taylor Wimpey requesting that the work be given priority and be done as soon as possible.

**15/039.5 Streetscene Working Party** (Minute 15/011)

**RESOLVED:** that Councillors Cotgreave and Hardacre be appointed to the Working Party

#### **15/040 CO-OPTION OF NEW COUNCILLOR**

**RESOLVED:** that Mr Mike Lloyd be co-opted onto the Council to serve until the next Parish Council election.

## **15/041 PLANNING MATTERS**

**15/041.1 RESOLVED:** that the following comments be made on the planning applications submitted

**15/01605/LBC** – Replacement Signage – The Red Lion, Church Street, Tarvin

Comment: No Objections

## **15/041.2 NOTICES**

The following notices had been received:

**15/01837/FUL** – Ground Floor rear extension and rear porch – 8 Moreton Croft, Tarvin - **PERMISSION**

**APPEALS - 14/02925/OUT** - Erection and siting of dwelling and detached garage with associated works, including construction of vehicular access and vehicular hardstanding, septic tank, ancillary soakaway system and landscaping works (Site A) - Land Adjacent To Austin Hill Farm Tarporley Road, Tarvin and **14/02926/OUT** - Erection and siting of dwelling and detached garage with associated works, including construction of vehicular access and vehicular hardstanding, septic tank, ancillary soakaway system and landscaping works (Site B) | Land Adjacent To Austin Hill Farm Tarporley Road Tarvin Chester - **BOTH APPEALS DISMISSED**

## **15/042 POSSIBLE DEVELOPMENT OF LAND OFF CHURCH STREET TARVIN**

A copy of a report from Councillor Lush covering the Strategy Working Party meeting with Gladman, Property Developers, is attached to the minutes.

**RESOLVED:** that the Clerk write to the leader of Cheshire West and Chester Council asking her to get involved and suggesting that if Cheshire West was considering developing its land in Tarvin then it would be sensible, given the financial constraints facing it, to engage Gladman, so that Gladman could prepare a comprehensive Master Plan for the whole area. This would ensure that the village did not face piecemeal development proposals but would have the best chance of securing the improved community facilities it desperately needs.

## **15/043 HOME TO SCHOOL TRANSPORT**

A copy of a report from Councillor Lush is attached to the minutes.

**RESOLVED:** that the following letter be sent to the leader of Cheshire West and Chester Council:

Dear Cllr Dixon

School Transport Policy

One of the previous administration's budget cuts was to change secondary school transport arrangements from September 2015. The effect of the change would be to charge Tarvin pupils transferring to Tarporley High School, because Tarporley High School is not the closest secondary school. This is despite the fact that Tarvin Primary School has traditionally been one of the main feeder schools for Tarporley High School, that the three geographically closer secondary schools are all currently at or near capacity and can only be accessed by using the already severely congested A51 between Tarvin and Chester, and that the actual cash saving will be minimal. Tarporley High School also strongly opposed the change of policy. In order to help reduce the cost to Tarvin parents, Tarporley High School has had to divert money from its budget for teaching and learning, something which the Parish Council deprecates.

In the circumstances the Parish Council hopes that you will review the policy change as a matter of urgency and reverse it. Such a reversal would cost very little money, particularly in the current financial year, as the Council has agreed to provide a £25,000 mitigation fund for two years to reduce the immediate impact of the change of policy. Instead, the £25,000 can be used to meet any additional transport costs, if in fact there are any.

Yours sincerely

#### **15/044 TARVIN NEIGHBOURHOOD PLAN**

##### **15/044.1 Terms of Reference**

**RESOLVED:** that the Terms of Reference attached to the minutes be approved and given to the Steering Group

##### **15/044.2 Steering Group Minutes**

The minutes of the Steering Group meeting held on 10th June 2015 were received and noted.

#### **15/045 PARISH PLAN IMPLEMENTATION TEAM REPORT**

A copy of a report received from the Implementation Team is attached to the minutes.

**RESOLVED:** (15/045.1) that the proposed actions be approved

**RESOLVED:** (15/045.2) that the Clerk be authorised to spend up to £250.00 in obtaining advice, guidance, and help to enable a new body, properly constituted and accountable, to oversee the development and running of Tarvinonline

#### **15/046 TARVIN COMMUNITY CENTRE REQUEST FOR A GRANT**

A copy of the request from Tarvin Community Centre is attached to the minutes.

**RESOLVED:** that a grant of £2,625.00 be approved.

#### **15/047 KING GEORGE V PLAYING FIELD**

##### **15/047.1 Request regarding Scout and Guide Building**

The Management Committee responsible for the building had concerns regarding safety at the car park during the winter months with children entering or leaving the building at the same time as cars were coming and going, increasing the risk of an accident. They were therefore proposing to use some of their funds to install floodlights at the apex of the building to improve the illumination of the car park. The proposal was that the lights would only be operated when the building was in use, normally evenings up to 8 or 9 pm.

**RESOLVED:** that the Clerk inform the Scout and Guide Management Committee that Council approved the proposal of lighting in principle but wished to see full details of the proposal before giving approval for the project

**15/047.2** The meeting noted that that the Annual Inspection to be carried out by an External Body would take place during the coming three weeks.

#### **15/048 PUBLIC COMMENTS FROM THE ANNUAL PARISH MEETING**

The following points had been raised at the Annual Parish Meeting which members of the public had considered should be brought to the attention of the Parish Council:

**15/048.1** A request for a copy of the Cheshire West and Chester Council Streetscene Service Standards be placed on the Parish Council website.

**15/048.2** Ascertain whether the Parish Council could improve the bank interest received by moving the reserves to another account.

**15/048.3** Repair the lighting column that was not working outside Broomheath House, Broomheath Lane

**15/048.4** Thanks expressed for the grants given to the Village Summer Fete for both the 2014 and 2015 events

**15/048.5** Damage to a tree within the Millennium Garden

**15/048.6** Need for a waste bin between the Community Centre and the King George V Playing Field

**15/048.7** King George V Playing Field

The following issues were raised:

**15/048.7.1** Concern about the amount of litter left by those using the field particularly the football team who use the field on a Saturday

**15/048.7.2** A need for more notices requesting that litter be placed in bins

**15/048.7.3** Type of waste bin used on the field as it appeared to be too easy to remove rubbish from the bins

**15/048.7.4** A need for more waste bins

**15/048.7.5** Concern over unknown individuals bringing grass cuttings to the field and leaving them on the car park

**RESOLVED: (15/048.8)** that Council did not consider it necessary to have a waste bin between the Playing Field and the Community Centre

**RESOLVED: (15/048.9)** that the Clerk be authorised to approve the awaiting estimate for repairing the lighting column

**RESOLVED: (15/048.10)** that the Field Working Party examine Minute 15/048.7 and report to the next Council meeting

**15/048.11 Damaged Tree.** Councillor Lush and the Clerk had both visited the Millennium Garden and not been able to find a damaged tree.

#### **15/049 NEWSLETTER (TARVIN TIMES)**

**RESOLVED: (15/049.1)** that the August 2015 newsletter be published as previous newsletters

**RESOLVED: (15/049.2)** that a quotation be obtained for printing future newsletters with colour photographs.

#### **15/050 ANNUAL REPORT**

The meeting noted that the Annual Report had been printed and was ready for circulation

**RESOLVED:** that the Annual Report be distributed with Tarvin Times in August

#### **15/051 REGULAR MAINTENANCE OF THE SHRUB BED ADJACENT TO WELL COTTAGES HIGH STREET, AND DUCKERS WELL**

**RESOLVED:** that the Clerk ask Tarvin Gardening Society whether they would like to undertake the maintenance of the above areas for a donation of £200 per year.

#### **15/052 GUTTER WEED TREATMENT AND CONSEQUENT GUTTER SWEEPING**

**RESOLVED:** that the Clerk ask Cheshire West and Chester Council to clean the gutters as per the Street Scene Service Level Agreement

#### **15/053 PARISH COUNCIL WEBSITE**

The meeting noted that Mr Roger Hones was keeping the website up to date.

#### **15/054 COMMUNITY CLEAR UP DAY**

**RESOLVED: (15/054.1)** that the next Community Clear Up day be held on Saturday 12th September 2015, between 9:30am and 12:30pm

**RESOLVED: (15/054.2)** that Councillor Lush co-ordinate the work for Tarvin and Councillor Pochin co-ordinate the work for Oscroft

#### **15/055 BENCH – MILLENNIUM GARDEN**

The bench had been removed and taken to the tip as it was beyond repair.

**RESOLVED:** not to replace the bench unless a significant number of requests for a new bench were received from members of the public.

#### **15/056 SPECIAL PROJECTS**

##### **15/056.1 Low level lighting** (Previous Minute 15/025.1)

The Clerk reported that Councillor Twigg had been researching low level lighting for the field and was awaiting a quotation

##### **15/056.2 Creation of a Tarvin Map** (Previous Minute 15/025.2)

The meeting noted that maps were only updated every 6 months and the most recent update was published in May 2015 but did not include the Boundary changes. It would therefore be the end of the year before the information was available.

##### **15/056.3 Seat and Picnic Benches** (Previous Minute 15/025.6)

Quotations of £402.00 and £454 plus VAT had been received to provide picnic benches within the Children's Play Area. A quotation of £765.28 plus VAT had been received for a seat for the Children's Play Area.

**RESOLVED:** (15/056.3.1) not to purchase a picnic bench.

**RESOLVED:** (15/056.3.2) to purchase a seat at a cost of £765.28 plus VAT plus possible installation costs.

##### **15/056.4 Track for Children to learn to ride a bicycle** (Previous Minute 15/025.9)

Councillor Twigg had reported to the Clerk that she and her daughter had been to view the track at Ashton playing fields and found a path similar to the one on the King George V Playing Field that ran around the whole perimeter of the field in a loop. Councillor Twigg had considered that it was not a worthy project for Tarvin.

**RESOLVED:** to review this item at a meeting when Councillor Twigg was present

#### **15/057 LIST OF OUTSTANDING ITEMS NOT COVERED ELSEWHERE ON THE AGENDA**

A copy of the list is attached to the minutes.

##### **15/057.1 Item 4.5 - Extension of 40mph speed limit – Tarporley Road**

Highways were planning to implement the change on 3rd July 2015

##### **15/057.2 Item 4.8 - White Lines A54 close to Shay Lane**

The work had been completed

##### **15/057.3 Item 4.11 – T Bar Church Street**

The work had been completed

##### **15/057.4 Item 4.12 – Speed Limits, Oscroft**

The work undertaken by the Police had taken longer than anticipated. Highways had received the assessment report from the Police during the previous week. They would now study it and consider the way forward.

#### **15/058 SNOW ANGEL SCHEME**

The previous Council had recommended that Council consider implementing the Snow Angel Scheme. Cathy Boyd would be attending the Open Forum of the next Willington Parish Council meeting (Tuesday 30th June, 7.30pm at Willington Hall) to talk about the Scheme.

**RESOLVED:** that Councillor Hardacre attend and report back to Council.

**15/059 CLERK'S REPORT/CORRESPONDENCE**

The following had been forwarded to Councillors:

- a. Cheshire West and Chester Council – Neighbourhood Planning Protocol for Neighbourhood Planning Groups
- b. Chester Renaissance One City Plan Drop In 4th June 2015
- c. Tarvin Community Woodland Trust – Minutes June 2015 meeting

**15/060 FINANCIAL MATTERS****15/060.1 Cheque Payments**

**RESOLVED:** that the following payments be authorised –

<b>Payee</b>	<b>Detail</b>	<b>Amount to be Paid</b>
VAT	Net Amount to Charge against budget	Budget available before payment
<b>Fastrack Maintenance Ltd</b>	Grounds Maintenance May 2015	<b>374.77</b>
62.46	312.31	2,330.57
<b>Wicksteed Leisure Ltd</b>	Single Tier Rubber Cradle Seat for Swing	<b>238.80</b>
39.80	199.00	1,500.00
<b>Cheshire County Playing Fields Association</b>	Affiliation Fee Year to March 2016	<b>20.00</b>
0.00	20.00	284.32
<b>Tarvin Community Centre</b>	Hire of Room for Council Meetings May and June 2015 £51.42 Storage of paperwork 2015/16 £122.40	<b>173.82</b>
0.00	51.42 122.40	460.00 150.00
<b>Sanctuary Housing Services Ltd</b>	Garage Rent - Qtr. to 30th September 2015	<b>61.88</b>
0.00	61.88	0.00
<b>Campaign to Protect Rural England</b>	Membership Year to March 2016	<b>36.00</b>
0.00	36.00	284.32
<b>1st Tarvin Scouts</b>	Grant Year to March 2016	<b>400.00</b>
0.00	400.00	2,800.00
<b>Tarvin Community Centre</b>	Grant for Tarvin Village Summer Fete	<b>200.00</b>

0.00	200.00	2,400.00
<b>Tarvin Christmas Festival</b>	Grant Year to March 2016	<b>200.00</b>
0.00	200.00	2,200.00
<b>BT Payment Services Ltd</b>	Telephone and Internet June 2015	<b>57.03</b>
9.50	47.53	540.00
<b>Digital Impressions</b>	Printing Annual Reports	<b>200.00</b>
0.00	200.00	800.00
<b>Cheshire West and Chester Council</b>	Uncontested Election Costs	<b>197.00</b>
0.00	197.00	2,335.00
<b>Payroll Cheques</b>	June 2015	<b>870.08</b>
0.00	870.08	11,549.35
<b>Tarvin Community Centre</b>	Hire of Room for Neighbourhood Plan Meetings – 9th and 22nd April and 10th June 2015	<b>48.23</b>
0.00	48.23	0.00

**15/060.2 Payment made between meetings**

The meeting noted that the following payment had been made between meetings:  
BT Payment Services Ltd – Telephone and Internet Charges May 2015 - Amount £57.96

**15/060.3 RESOLVED:** that HM Revenue and Customs be paid the sum of £645.11 to cover PAYE and National Insurance Contributions for the Quarter to 30th June 2015 by Internet Banking Transfer

**15/061 TOPICS FOR TARVINONLINE**

**RESOLVED:** that articles be written on the following:

Possible development off Church Street, Special Projects including a new bench for the Children's Play Area, Home to School Transport, Community Clear Up Day, Weeds, Oscroft Speed Limits, New Councillor

**15/062 DATE OF NEXT MEETING**

**RESOLVED:** that the next meeting be held on Monday 27th July 2015 – 7.15pm - Edna Rose Room, Tarvin Community Centre