

MINUTES OF A MEETING OF TARVIN PARISH COUNCIL HELD IN THE EDNA ROSE ROOM, TARVIN COMMUNITY CENTRE ON MONDAY 21ST MARCH 2016

PRESENT:

Councillor E Lush (Chairman)
Councillor S Hardacre (Vice Chairman)
Councillor D H Cotgreave
Councillor R Ford
Councillor L Holmes
Councillor C Jones
Councillor M Lloyd
Councillor M Pochin
Councillor P Ryan

IN ATTENDANCE:

5 Members of the Public
Parish Council Clerk – Mr M Hassall
Cheshire West and Chester Councillor H Deynem
Cheshire West and Chester Councillor J Leather

APOLOGIES:

Councillor P Twigg (business commitment)

The Chairman welcomed Councillor Ryan to his first full Council meeting and also thanked the Clerk for keeping in touch with the Crabbe family since Peter had been taken ill.

15/250 DECLARATIONS OF INTEREST, DISCLOSABLE PECUNIARY INTERESTS, AND DISPENSATIONS

15/250.1 New Written Requests for Dispensations

There were no new requests.

15/250.2 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 Cotgreave declared an Interest in Planning Application 16/00940FUL and Councillor Lush declared a Friend Interest in Planning Application 16/00748/FUL.

No other declarations were made.

15/251 OPEN FORUM

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

15/252 PARISH COUNCIL MEETING

RESOLVED: that the meeting be reconvened.

15/253 REPORT ON OPEN FORUM

15/253.1 Borough Councillor Leather had reported that he had raised the issue of car parking along Tarvin High Street as well as other areas outside the Parish at a recent Borough Council Cabinet Meeting when speaking about the issue of the Borough Council possibly introducing parking charges in certain areas of the Borough.

15/253.2 Borough Councillor Deynem had reported that Clotton and Hoofield Parish Council were looking to purchase a speed gun and might be interesting in sharing the cost and ownership with another Parish.

15/254 RESIGNATION OF COUNCILLOR

15/254.1 It was reported that Mr Ray Williams had tendered his resignation as a Councillor with immediate effect.

Comments of appreciation were expressed regarding the work undertaken by Mr Williams over the previous five and a half years whilst acting as a Councillor.

RESOLVED: that the Clerk write to Mr Williams thanking him for the valuable contribution that he had made to the Council.

15/254.2 The meeting noted that the Clerk would liaise with Cheshire West and Chester Council and then advertise the vacancy. If ten local residents did not call an election within fourteen days of the date of the notice (excluding Saturdays, Sundays, and Bank Holidays) then Council would be able to co-opt.

15/255 MINUTES OF THE MEETING HELD ON 22ND FEBRUARY 2016

RESOLVED: that the minutes of the meeting held on 22nd February 2016 be signed by the Chairman as a correct record

15/256 MINUTES OF THE EXTRAORDINARY MEETING HELD ON 8TH MARCH 2016

RESOLVED: that the minutes of the meeting held on 8th March 2016 be signed by the Chairman as a correct record

15/257 REPORT ON ACTIONS ARISING FROM THE MEETINGS ON 22ND FEBRUARY AND 8TH MARCH 2016

15/257.1 Proposed Residential Development on Land off Church Street, Tarvin
(Previous Minute 15/232)

Gladman had not responded to the letter informing them of Council's preferences.

15/257.2 Communication (Previous Minute 15/236.1)

The meeting noted the response from the editors of Tarvinonline. Some statistics had been produced which, in their opinion, showed that the change had not been detrimental and so the homepage layout should remain in its new format.

15/257.3 Footpath Tarpoley Road (Previous Minute 15/246.3)

Councillor Cotgreave reported that some work had been carried out along the footpath but he considered that the work was of very poor quality. Councillor Hardacre had spoken to those carrying out the work and had been under the impression that the work they had been undertaking was not the work referred to under the previous minute.

RESOLVED: that the Clerk ask a Senior Highways Engineer to examine the quality of work and if appropriate arrange for improvements to be carried out.

15/257.4 Roman Bridges (Previous Minute 15/237.2)

Councillor Lush reported that he had walked down to the Roman Bridges and concluded that the path was clear and that it was not necessary for a working party to carry out any immediate maintenance.

15/257.5 Special Project (Previous Minute 15/240)

Councillor Lloyd reported that he should be in a position to provide a costing for Speed Signs at the next meeting. He added that he had spoken to a contact at Ashton who had said that the results from the use of a speed gun had been a significant help towards Ashton achieving a lower speed limit throughout the village.

15/257.6 Newsletter (Previous Minute 15/236.3)

Councillor Hardacre reported that Councillor Twigg had not received anything further from Tarporley Talk. She added that she would be bringing a proposal on the way forward to the next meeting.

15/257.7 Clean for the Queen (Previous Minute 15/241)

Councillor Lush reported that 17 volunteers had helped with the clean-up and done a good job. It had been disappointing that it had taken Cheshire West and Chester Council several days to remove the full bags of rubbish.

15/258 PLANNING MATTERS

15/258.1 Planning Minutes

RESOLVED: that the minutes of the Planning Committee Meeting held on 8th March 2016 be approved

15/258.2 Planning Applications

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

16/00748/FUL - Proposed Carport and new vehicle access – 19 Heath Drive, Tarvin

Comment: No Objections.

16/00779FUL - Proposed single storey side extension 12 Crossfields, Tarvin

Comment: No Objections.

16/00811/FUL - Two storey and first floor side extension – Olaf, Shay Lane, Oscroft

Comment: No Objections.

16/00940/FUL - Two storey side extension – 12 Smallholdings, Tarporley Road, Tarvin

Comment: No Objections but important to have matching brickwork.

16/01088/FUL – Barn conversion proposing no. 7 residential dwellings with associated gardens and landscaping - The Moss, Ryecroft Lane, Bruen Stapleford

Comment: No Objections.

15/258.3 NOTICES

16/00216FUL – Two Storey Rear Extension – 8 Millside Close, Tarvin - **PERMISSION**

16/00194/FUL – Single storey front extension – 4 Crossfields, Tarvin - **PERMISSION**

16/00574/FUL - Single storey rear extension and first floor side extension – 17 Deansway, Tarvin - **PERMISSION**

15/258.4 OTHER

16/00049/TPO - Removal of copper beech and reduction of branches to walnut and sweet chestnut trees - Moreton Croft, Off Park Close, Tarvin

Berry-Smith Developments had written to Council to say that they did not wish to see the removal of the copper beech or the reduction of branches to the walnut and sweet

chestnut trees at Moreton Croft, Tarvin. They had made the application on behalf of the Moreton Croft residents who wanted the work done.

The meeting noted the comments from Berry-Smith Developers.

15/259 TARVIN NEIGHBOURHOOD PLAN

Councillor Lush reported that the next questionnaire would be ready for circulation in either April or May 2016

15/260 KING GEORGE V PLAYING FIELD

15/260.1 Use of Field

The meeting noted the following bookings:

15/260.1.1 Tarvin Village Fete - Saturday 18th June 2016

15/260.1.2 Tarvin Athletic for a football tournament on Friday 25th March 2016 as a George Heath Memorial Fundraising Event

15/260.1.3 Tarvin Athletic for an under 11 football tournament on Sunday 19th June 2016

15/260.2 Fencing

The fencing between the Tennis Club and Bowling Club had been erected on Wednesday 9th March 2016

15/260.3 Building Work

Building work was underway at the Tennis and Bowling Clubs

15/260.4 Pot Holes

The worst pot holes on the car park had been temporary filled in.

15/260.5 Tennis Club Floodlighting.

The meeting noted that Council would be meeting as Trustee of the Field following the Council meeting to consider a requested amendment from the Tennis Club regarding the proposed floodlighting. Should that meeting approve the requested change Cheshire West and Chester Council would consult both with the Parish Council as a local authority and also local residents who were previously consulted.

15/260.6 Children's Play Area

The equipment and surfaces were due for the annual hot wash and the work had been scheduled for Wednesday 23rd March. The cost would be £430.00 plus VAT.

15/261 LOCAL COUNCIL AWARD SCHEME

A copy of the report from the Clerk is attached to the minutes.

The meeting noted that page eight of the document stated that at least two thirds of the seats on the Council must be filled by Councillors who stood for election. Council no longer met that requirement and so could not apply for any of the awards before an election was held.

RESOLVED: that Council work towards reaching the other Foundation Award requirements.

15/262 NEW HOMES BONUS

15/262.1 A copy of a letter from Cheshire West and Chester Council stating that Council would not receive any further New Homes Bonus is attached to the minutes.

RESOLVED: that in view of the Borough Council stopping the New Homes Bonus Council would not make any grants to outside organisations until Council had at least a clearer idea of costings of the projects that were either underway or being examined by individual Councillors.

15/262.2 A letter from Tarvin Primary School requesting a grant from the New Homes Bonus is attached to the minutes.

RESOLVED: that the Clerk inform the Primary School of minute 15/262.1 and request further details of their grant request including showing from the school business plan how and when the school would achieve their aim of a smart screen in every classroom would be achieved without external funding

15/263 RISK ASSESSMENT/STATEMENT ON INTERNAL CONTROL/INSURANCE REVIEW/CORRESPONDENCE FROM INTERNAL AUDITOR

The Finance Working Party had reviewed the above.

15/263.1 Risk Assessment.

RESOLVED: that the risk assessment document attached to the minutes be approved. Amendments from the previous year are shown in red.

15/263.2 Statement on Internal Control.

RESOLVED: that the statement of internal control document attached to the minutes be approved. Amendments from the previous year are shown in red.

15/263.3 Insurance Review

The Insurance Review had been carried out by the Finance Working Party and they were happy that the existing cover met the requirements of the Council

RESOLVED: that the recommendation be accepted.

15/263.4 Correspondence from Internal Auditor

The two documents from the Internal Auditor were read and noted.

15/264 CHESHIRE CONSTABULARY RURAL CRIME CONFERENCE

A copy of the report presented by Councillor Holmes is attached to the minutes.

15/265 ANNUAL REPORT

The Clerk requested that written reports for the Parish Council Annual Report to be forwarded to him no later than 30th April 2016.

15/266 A54 ROAD UPDATE

A draft report prepared by Mr Gavin Nicholson had been circulated to Councillors shortly before the meeting.

Mr Nicholson was in attendance and was thanked for the time and effort that he had put into the very professional looking and comprehensive report

RESOLVED: that Councillors provide the Clerk with comments on the report via e-mail during the next seven days. The Clerk would then forward them to Mr Nicholson for consideration.

15/267 THE GOOD CITIZEN AWARD

RESOLVED: that Councillors Jones and Lloyd prepare draft guidelines for consideration by Council at the next meeting

15/268 LIST OF OUTSTANDING ITEMS

A copy of the report is attached to the minutes.

15/268.1 Hedge (Item 2.1)

The Clerk had received the following update:

“To update you, as you are aware the council issued a hedgerow replacement notice to the landowner. This requires them to plant the new hedge within 12 months of the notice, however due to the lengthy investigation the notice was issued late in the 2014/15 planting season which runs from October/November to February/March. While the hedge could be planted at any time it is traditional and best practice to plant hedges within the planting

season and therefore we allow the full length of the next available planting season to finish before we will look to take action, we would not be able to proceed until the following season.

I will send the land owner a letter reminding him of the requirements and allow till December 2016 for the replacement to occur, if at this point the hedge has not been planted then the council will have to decide whether to enforce the planting by accessing the land and undertaking the works.”

15/268.2 Streetlighting (Item 4.9)

Cheshire West and Chester Council had stated that the repair to the two lighting columns on the A51 had been completed on 27th February 2016 but the Clerk had informed them that was not the case and that the lighting columns were still out. A new complaint had been opened by Cheshire West on 14th March.

15/268.3 Speeding Review Oscroft (Item 4.7)

All the signage had been ordered by Highways

15/268.4 Signage A51 (Item 4.8)

Highways had been unable to complete the work as when they had arrived on site to install the signage they had found that some utility cables had been placed in that position. Conversation with the Utilities was ongoing.

15/268.5 Bus Stops/Shelters (Item 5.2)

RESOLVED: that the Clerk ask Councillor Deynem to try to get Highways to complete the work by painting the markings on the road

15/269 BUSES

RESOLVED: that the Clerk write to Cheshire West and Chester Council asking for the C84 buses to travel through Tarvin at regular intervals

15/270 DATE OF ANNUAL PARISH MEETING

RESOLVED: that the meeting be held in the Community Centre on Wednesday 18th May at 7.00pm

15/271 CLERK'S REPORT/CORRESPONDENCE

15/271.1 The following had been forwarded to Councillors:

- a. New Homes Bonus. Copy of a letter from Cheshire Association of Local Councils to local Councils
- b. Minutes of the Cheshire Association of Local Councils Chester and Vale Royal Area Meeting held on 24th February 2016 along with other paperwork relevant to that meeting.
- c. Cheshire Association of Local Councils Bulletins. Included in one of them was an opportunity to sign a petition to try to give Parish Councils the right to appeal planning decisions

RESOLVED: not to sign the petition

15/271.2 The Clerk had received a formal complaint from four members of the public concerning the way their approach at the Planning Committee Meeting had been received and managed by the Chairman and by Council. A copy of the paperwork had been forwarded to Councillors. The Clerk had offered the residents two ways forward in accordance with the Complaints Procedure and the residents had opted to meet informally with a group of Councillors with the outcome being reported to the next Council meeting

RESOLVED: that Councillors Cotgreave, Hardacre, Lush, and Ryan, along with the Clerk meet the four residents in a room at the Community Centre at 6.00pm on Thursday 24th March 2016

15/272 FINANCIAL MATTERS**15/272.1 Cheque Payments**

RESOLVED: that the following payments be authorized:

Payee	Detail	Amount to be Paid
VAT	Net Amount to Charge against budget	Budget available before payment
Mr R Woollam	Installation of Benches on Playing Field	226.74
0.00	226.74	636.38
Ringwood Fencing Ltd	Supply and Erect Steel Palisade Fencing between Tennis Club and Bowling Club	1,190.00
198.33	991.67	1,129.06
Tarvin Community Centre	Hire of Room for Council Meetings and Neighbourhood Plan Steering Group meetings January to March 2016	128.57
0.00	128.57	182.52
Tarporley High School	Printing Newsletter	90.00
0.00	90.00	
Tarvin Methodist Church	Hire of Room December 2015 and February 2016	19.00
0.00	19.00	53.95
Zero Gum Ltd	Hot Wash Wet Pour surfaces within Children's Play Area on the King George V Playing Field	516.00
86.00	430.00	430.00
Mr M Hassall	Clerk Expenses Qtr. to 31st March 2016	87.92
0.00	87.92	142.26
Payroll Cheques	March 2016	870.08
0.00	870.08	1,711.92

15/272.2. Direct Debit

The meeting noted that the following payment had been made by direct debit on 29th February 2016

British Telecom Plc – Telephone and Internet February 2016 – £57.30

15/272.3 HMRC

RESOLVED: that HM Revenue and Customs be paid the sum of £645.11 to cover PAYE and National Insurance Contributions for the Quarter to 31st March 2016 by Internet Banking Transfer

15/273 TOPICS FOR TARVINONLINE

RESOLVED: that articles be written on the following:

Neighbourhood Plan Questionnaire, A54 Speed Limit, New Homes Bonus, keeping open space clear of litter during the absence of Mr P Crabbe, Rural Crime Conference

15/274 DATE OF NEXT MEETING - Monday 25th April 2016 – 7.15pm - Edna Rose Room, Tarvin Community Centre.

15/275 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)

15/276 STAFF

The Clerk updated the meeting on a staffing issue.