

MINUTES OF A MEETING OF TARVIN PARISH COUNCIL HELD IN THE EDNA ROSE ROOM, TARVIN COMMUNITY CENTRE ON MONDAY 28TH MARCH 2022.

PRESENT:

Councillor E Lush (Vice Chairman)
Councillor M Butler
Councillor D H Cotgreave
Councillor S Dutton
Councillor S Parker
Councillor P Ryan

IN ATTENDANCE:

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

APOLOGIES AND REASONS FOR ABSENCE:

Councillor R Ford (Chairman) (Self-isolating)
Councillor B Dean (work commitment)
Councillor M Pochin (work commitment)
Councillor P Twigg (holiday)
Cheshire West and Chester Council – Councillor J Leather
Cheshire West and Chester Council – Councillor H Tonge

21/212 DECLARATIONS OF INTEREST, DISCLOSABLE PECUNIARY INTERESTS, AND DISPENSATIONS

21/212.1 New Written Requests for Dispensations

There were no new requests.

21/212.2 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.

21/213 OPEN FORUM

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

21/214 PARISH COUNCIL MEETING

RESOLVED: that the Council meeting be reconvened.

21/215 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)

21/215.1 Two representatives of the new Wellbeing Hub which would be based at Kelsall and opening later in the year had given a presentation on the project and had included a request for Council to consider contributing financially towards the cost of fitting it out. A question-and-answer session had followed with the lady and her husband responding to questions.

21/215.2 A Ridgeway resident had expressed disappointment with the new ramp at the Ridgeway, she found it hideous, felt a loss of privacy, and regretted having initially supported the proposal.

21/216 MINUTES OF THE MEETING HELD ON 28TH FEBRUARY 2022.

RESOLVED: that the minutes of the meeting held on 28th February 2022 be signed by the Chairman of the meeting as a correct record.

21/217 REPORTS ON MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 28TH FEBRUARY 2022 NOT COVERED BY THE AGENDA

Christmas Tree Holders (Previous Minute 21/200)

Councillor Ford had sent a message saying that he had spoken with the contractor but was still waiting for a date for the work to be carried out.

21/218 CO-OPTION OF COUNCILLOR

One application had been received.

RESOLVED (21/218.1): by six votes to none not to accept the application.

RESOLVED (21/218.2): that the Clerk re-advertise the position.

21/219 PLANNING MATTERS

21/219.1 Planning Applications

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

22/00508/OUT - Demolition of bungalow and erection of three two-storey dwellings.
Widening of private road – Greystones, Church Street, Tarvin

Comment: We object to the proposal of three five bedroomed properties as we consider the access from Church Street via the footpath and narrow lane to be problematical. We also understand that there could be issues of ownership of the lane. We have concerns over drainage to a private treatment works. We also note that part of the site is in the conservation area.

22/00538/LBC - Internal alterations over 3 floors to include stud walls, staircase, and new door opening - The Old Vicarage, Church Street, Tarvin

Comment: No Objection

22/00628/FUL - Single storey rear extension - The Crofters, Pool Bank Farm, Pool Bank, Tarvin

Comment: No Objection

22/00629/LBC - Single storey rear extension - The Crofters, Pool Bank Farm, Pool Bank, Tarvin

Comment: No Objection

21/220.2 Notices

There were no notices.

21/220.3 Fence

Concerns had been raised from a resident regarding the new high fence at 25 Platts Lane, Tarvin.

RESOLVED: that the Clerk ask the Planning Enforcement Officer to take any necessary action to ensure that any fence around the property was within planning laws

21/220 KING GEORGE V PLAYING FIELD

21/220.1 Scout and Guide Hut – entrance to the building

Councillor Ryan reported that conversations were ongoing with the Scout and Guide management group.

21/220.2 Power Wash

The annual power wash in the children's play area had been booked for 30th March. The cost would be £621.00, a 10% reduction on the previous year.

21/220.3 CCTV

The Annual maintenance service on the system had been carried out by Crime Prevention Services, Flintshire on 15th March 2022.

21/220.4 Zip Wire

The seat had come away from the Zip Wire and HAGS had been asked to quote for a replacement seat and chain.

RESOLVED: that the Clerk be authorised to accept the quote in order that the repair could be carried out.

21/220.5 Grates within Children's Play Area

The meeting noted that the grates had been removed and a new surface laid.

21/221 RIDGEWAY PROJECT

Councillor Ryan reported that the contractor had completed his work. All that was required to complete the project was replacement hedge planting plus some reseeding and some knee high fencing to ensure that people kept to the path. It was expected that Cheshire West and Chester Council would formally adopt the ramp in the very near future. Comments made during the Open Forum had been disappointing to hear. Prior to that there had been a few compliments regarding the installation.

21/222 RISK ASSESSMENT/STATEMENT ON INTERNAL CONTROL/INSURANCE REVIEW

The Finance Working Party had reviewed the above.

21/222.1 Risk Assessment.

RESOLVED: that the risk assessment document attached to the minutes be approved.

21/222.2 Statement on Internal Control.

RESOLVED: that the statement of internal control document attached to the minutes be approved.

21/222.3 Insurance Review

The Finance Working Party were happy that the existing cover met the requirements of the Council.

RESOLVED: that the recommendation be accepted

21/223 SPEED WARNING SIGNS

Councillor Ford and the Clerk had met with Highways on 9th March.

It had been agreed that speed counters would be positioned as close as practical to the identified locations by Highways to confirm existing speeds and if the data indicated a non-compliance issue, then the next stage would be design and costing. Guideline figures for costs would be in the region of £6,000 per unit when installed on a streetlight or live fed wide based post and £7,000 for solar powered assembly. The costs will include 15-year maintenance which was the expected lifespan of the device.

RESOLVED: that the Community Infrastructure Levy be used to fund the project should it be appropriate to purchase the equipment.

21/224 LAND OFF THE A51/A54 ROUNDABOUT

There was nothing to report as Cheshire West and Chester Council had not responded.

21/225 CHESHIRE WEST AND CHESTER COUNCIL – WILDFLOWER STRATEGY

The meeting noted that Holme Street had been chosen by Cheshire West and Chester Council as the preferred location in Tarvin and Kelsall Ward.

21/226 SPECIAL PROJECT - FOOTPATHS

Councillor Ford had sent a message saying that he had submitted a case via the Cheshire West website requesting that the footpath towards Okell's be scraped back as there were only small strips not overgrown in parts and would soon be covered completely once more as the grass grew. He had requested that other footpath issues be reported in the same way and a copy provided to the Clerk so that there was a central record.

RESOLVED: that Councillor Lush report the path running along the A54 road between the new Ridgeway ramp and the junction of Lower High Street.

21/227 DEFIBRILLATOR – THE SHEAF

The meeting noted that the matter was progressing. Two possible locations for a defibrillator were being considered and one of the residents had agreed to be responsible for weekly checks.

21/228 DATE OF ANNUAL MEETING OF THE PARISH

It was reported that the Chairman intended to hold the Annual Meeting of the Parish immediately before the April 2022 Council meeting with the Annual Parish Meeting commencing at 7.15pm.

21/229 REPORT ON MEETING WITH GLADMAN

The meeting comprising of two representatives from Gladman Ltd and Councillors Ford, Lush, Dean and the Clerk had taken place on 23rd March.

Gladman representatives had acknowledged that it may be a few years before they would be able to apply for planning permission for land off Tarporley Road, but they wanted to be fully prepared and ready to move as soon as the opportunity arose. They had presented three different options to the meeting, and one had been chosen as the preferred option. Gladman had indicated that they would undertake further work on that option and forward a document for the full Council to consider at some point in the very near future.

21/230 ELECTION OF CW&C PARISH REPRESENTATIVES ON STANDARDS COMMITTEE

RESOLVED: that Council vote for F Tunney and T Hodges as the two preferred candidates.

21/231 APRIL 2022 PARISH CLEAN-UP

The meeting noted that the clean-up would be held on 9th April.

21/232 CLERK'S REPORT/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. The Eddisbury Reports – February 2022 and Putin must fail.
- c. Ukrainian Refugees coming to Tarvin Parish.
- d. Cheshire Association of Local Councils – Code of Conduct Training including recent changes. The meeting noted that the Clerk would be attending the Code of Conduct update on 7th April and Councillor Ford would be attending on 26th April.

21/233 FINANCIAL MATTERS

21/233.1 December 2021, January and February 2022 Payments and Payments between meetings

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

21/233.2 RESOLVED: that the following payment made since the February meeting be confirmed:

Payee	Detail	Amount to be Paid
VAT	Net Amount to Charge against budget	Budget available before payment
Crime Prevention Services	CCTV Annual Maintenance Charge	152.77
25.46	127.31	0.00

21/233.3 RESOLVED: that the following payments be authorised, and that payments be made by internet banking:

VAT	Net Amount to Charge against budget	Budget available before payment
Mr M H Walker	Verge Mowing Tarporley Road/ Cross Lanes	72.00
12.00	60.00	
Quantum Traffic Management Ltd	Hire of Equipment re Ridgeway Project	444.00
74.00	370.00	
St Andrews Church, Tarvin	Churchyard Grant from Cheshire West and Chester Council	788.60
0.00	788.60	
TP Construction and Driveways Ltd	Ridgeway Project plus removal of grating within the children's play area – as per quote	8,772.00
1,462.00	7,310.00	2,067.20 from Special Projects 400.90 from Maint. of Play Area 4,841.90 from New Homes Bonus
Mr M Hassall	Clerk Expenses Qtr. to 31 March 2022. Work at Home Allowance £78.00, Postage £2.64	80.64
0.00	80.64	88.82
Payroll	March 2022	1,550.66
0.00	1,550.66	285.06
HMRC	PAYE and Nat Insce Jan to Mar 2022	1,424.96
0.00	1,424.96	0.00

Tarvin Community Centre	Hire of Room for Council Meetings Jan to March 22 plus meeting with Gladman Ltd	63.25
0.00	63.25	685.30

21/233.4 Direct Debit

The meeting noted the following direct debit payments

British Telecom Plc - 1st March 2022 – Telephone and Internet February 2022 – two venues – £152.40

Sage Global Services Ltd – 4th March 2022 - Payroll Software March 2022 - £8.40

21/233.5 Community Infrastructure Levy

The meeting noted that a further £5,098.01 had been received, increasing the balance to £33,566.84.

21/233.6 Ear-marked reserves and planned capital expenditure

The meeting noted and confirmed the following ear-marked reserves at the end of the financial year:

Playground Equipment Capital Fund £5,873.96, New Homes Bonus £6,362.75, Community Infrastructure Levy £33,566.84, Tree Inspection/Tree Works £700.00, Election Costs £600.00, Streetlighting Condition Check £650.00, Reserve re future changeover of Clerk £4,500.00.

There was no planned Capital Expenditure.

21/233.7 Fixed Asset Schedule March 2022

The meeting confirmed the Fixed Asset Schedule at March 2022. A copy is attached to the minutes.

21/233.8 Section 137 Payments Year to March 2022.

The meeting confirmed the Section 137 payments for the Year to 31st March 2022. A copy of the document is attached to the minutes.

21/233.9 Resolutions where spending is necessary.

RESOLVED: not to amend the Financial Standing Orders but that Council aim to make it clearer where funding will be taken from when approved.

21/234 LIST OF OUTSTANDING ITEMS

The report was noted.

21/235 TOPICS FOR PUBLICATION

This item was left to Councillor Lush who would be writing notes of the meeting.

21/236 DATE OF NEXT MEETING – Monday 25th April 2022 – Edna Rose Room, Tarvin Community Centre – immediately following the Annual Parish Meeting.

21/237 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)

21/238 STAFF SALARY REVIEW AND TERMS OF EMPLOYMENT.

RESOLVED: that the recommended rate of pay for the Community Amenity Operative be approved with effect from 1st April 2022.