

**MINUTES OF A MEETING OF TARVIN PARISH COUNCIL HELD IN THE EDNA ROSE ROOM, TARVIN COMMUNITY CENTRE ON MONDAY 25TH NOVEMBER 2019**

**PRESENT:**

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

**IN ATTENDANCE:**

1 member of the public  
Cheshire West and Chester Council – Councillor H Tonge  
Parish Council Clerk – Mr M Hassall

**APOLOGIES AND REASONS FOR ABSENCE:**

Cheshire West and Chester Council – Councillor J Leather

**19/159 DECLARATIONS OF INTEREST, DISCLOSABLE PECUNIARY INTERESTS, AND DISPENSATIONS**

**19/159.1 New Written Requests for Dispensations**

There were no new requests.

**19/159.2 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.

**19/160 OPEN FORUM**

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

**19/161 PARISH COUNCIL MEETING**

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

**19/162 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)

The member of the public had indicated that he was in attendance to learn more about the Traveller Development Plan document as he was considering buying a property in the area.

**19/163 MINUTES OF THE MEETING HELD ON 28TH OCTOBER 2019**

**RESOLVED:** that the minutes of the meeting held on 28th October 2019 be signed by the Chairman of the meeting as a correct record.

**19/164 REPORT ON ACTIONS ARISING FROM THE MEETING HELD ON 28TH OCTOBER 2019 NOT COVERED BY THE AGENDA**

**New Traffic Island** on A54 Road (Previous Minute 19/141.1)

The new traffic island had been installed on 19th November 2019.

**19/165 PLANNING MATTERS**

**19/165.1 Planning Applications**

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

**19/03987/FUL** - Single storey front extension and replacement windows - 56 High Street, Tarvin

Comment: No Objections

**19/04051/FUL** - Single storey extensions to front and rear and two storey side extension – 17 Hunters Drive, Tarvin

Comment: No Objections

**19/165.2 Notices**

**19/03329/FUL** - Two storey side extension - 28 Tarporley Road, Tarvin – **PERMISSION**

**19/02461/S73** – Variation of Condition 2 (approved plans) on Planning Permission

**16/04928/FUL** – Abbeyfield, Holme Street, Tarvin - **PERMISSION**

**19/166 PARKING NEAR TARVIN PRIMARY SCHOOL**

A letter from a resident living in the vicinity of the school raising concerns about poor parking and suggesting possible solutions was considered by the meeting. It was noted that this was an ongoing problem which had been raised on several occasions.

**RESOLVED: (19/166.1)** that the Clerk ask the Cheshire West and Chester Council Enforcement Team to visit the area at dropping off and collecting times and enforce the rules.

**RESOLVED: (19/166.2)** that the Clerk write to the school asking what actions they had already taken and what actions were proposed to help resolve the issues and also whether it might be possible to create a drop off point within the school grounds to the left of the building.

**19/167 KING GEORGE V PLAYING FIELD**

**19/167.1 Annual Inspection of Play Equipment**

The report from Morral Play Services was examined in detail. It was noted that whilst there were a number of minor repairs required there were no significant issues.

**RESOLVED:** that the minor repairs be carried out during the coming months

**19/167.2 Defibrillator**

The Defibrillator had been in use since 30th October 2019. The Scout Group had decided that they would carry out the weekly checks once NW Ambulance had registered the defibrillator online which would allow the formal records to be made. They had confirmed that their records would be updated by the beginning of December. In the short term the Clerk was checking the equipment on a weekly basis, keeping a written note to that effect, and would complete the online reports to date as soon as they were available.

**19/167.3 Tennis Club – Legal Agreement**

An invoice had been forwarded to the Tennis Club who had confirmed that they would be paying the requested amount of £1,596.80 during the next few days.

**19/167.4 Hedges**

The meeting noted that the hedges around the field had been cut on 18th November.

**19/168 TRAVELLER DEVELOPMENT PLAN DOCUMENT**

Councillors had met with members of the Tarvin Residents Group to discuss the approach that would be taken by Councillor Lush and Mr Michael Stallard at the Cheshire West and Chester Council Cabinet meeting. However, the item had not been included on the agenda for the November 2018 meeting due to purdah and the upcoming General Election. It was expected that it would be an agenda item on 15th January 2020. A further meeting with the Residents Group would take place as soon as the paperwork for the January meeting was published.

A draft of what Councillor Lush would say at the Cabinet Meeting was examined and minor amendments made. A copy of the updated document is attached to the minutes but subject to amendment depending on the paperwork published by Cheshire West and Chester Council a week before the meeting.

**19/169 FOOTPATHS**

**19/169.1 Platts Lane** (Previous Minute 19/149.1)

The issues had been reported to Highways, but little progress was being made.

**19/169.2 Path to Roman Bridges** (Previous Minute 19/149.2)

Councillor Ryan reported that the first meeting had taken place on 4th November and the following actions had been agreed:

- a. The Clerk to contact Adele Mayer (Public Rights of Way Asset Management Officer) to ask her to clarify her recent comment in an email "regarding the recording of Platts Lane it is on an anomaly list to be dealt with. The anomaly list has not been prioritised whilst there are other applications to be determined".
- b. The Clerk and Mr Roger Hones request a Title plan and Title Register for the section of Platts Lane in question.
- c. Mr Hones to approach Cheshire Wildlife Trust to try to obtain a contact at Grosvenor Estates who owned the Hockenhull Platts nature reserve to request land/bridge ownership information.
- d. Councillor Ryan to write up the full list of documentary evidence that was compiled during the meeting.

**19/169.3 A51 between Tarvin and Duddon**

Complaints had been received from users of the footpath between Duddon and Tarvin. The verges had grown and spread over the tarmacked surface of the pavement, in places requiring pedestrians to step into the carriageway.

**RESOLVED:** that the Clerk ask Highways to remove the overgrowth

**19/170 CALENDAR OF MEETINGS 2020**

**19/170.1 Council Meetings**

**RESOLVED** – that 2020 Parish Council meetings be held on the following dates

January	27
February	24
March	23
April	27
May	18
June	22

July	27
August	24
September	28
October	26
November	23
December	21

**19/170.2 Annual Parish Meeting**

Councillor Lush reported that the legal part of the Annual Parish Meeting would take place before the Council meeting on 18th May 2020 and that the main part of the meeting would be held on the morning of Saturday 9th May 2020

**19/171 LIST OF OUTSTANDING ITEMS**

**RESOLVED:** that the Clerk ask Highways for an update on item 1.3.

**19/172 CLERK’S REPORT/CORRESPONDENCE**

**19/172.1** 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 E Bulletins
- b. PCSO Sue Keers – Report for October 2019
- c. Police and Crime Commissioner re Remembrance Day Policing
- d. Cheshire West and Chester Council – Free Bus Shelters for Local Community Groups

**19/172.2 Village Quiz**

The following agreed to be team members:

Councillors Ford, Lush, Pochin, Ryan, and Twigg

Councillor Lush confirmed that a team had been entered and the cost of entry had been paid.

**19/172.3 Parish Council**

The Parish Council would be 125 years old on 4th December 2019.

**RESOLVED:** that the Clerk try to obtain a copy of the first meeting of the Council held in December 1894.

**19/172.4 Christmas Trees**

It was noted that the Christmas Trees and lights had been installed over the previous weekend.

**19/173 FINANCIAL MATTERS**

**19/173.1 Payments made between meetings**

The following were confirmed:

Payee	Detail	Amount to be Paid
VAT	Net Amount to Charge against budget	Budget available before payment
<b>Mr R Hones</b>	Reimbursement of Expenditure Four transactions with Land Registry Re Rights of Way Project	<b>15.00</b>
0.00	15.00	
<b>Deva Print Ltd</b>	Newsletters	<b>170.00</b>
0.00	170.00	1,635.50

**19/173.2 October 2019 Payments**

Councillor Ford had confirmed in writing that all the payments made by the Clerk were as approved by Council.

**19/173.3 RESOLVED:** that the following payments be authorised and that payments be made by internet banking:

<b>Payee</b>	<b>Detail</b>	<b>Amount to be Paid</b>
VAT	Net Amount to Charge against budget	Budget available before payment
<b>Groundforce Landscape Ltd</b>	Grass Cutting King George V Playing Field October 2019	<b>337.82</b>
56.30	281.52	649.85
<b>Then Media Ltd</b>	Annual Website Hosting Fee	<b>136.80</b>
22.80	114.00	1,465.50
<b>Tarvin Methodist Church</b>	Hire of Room for 4 meetings – Ridgeway Residents 8th August, Finance Working Party 3rd September, Field Committee 3rd October, Rights of Way 4th November, TDP Meeting 14th November	<b>63.44</b>
0.00	63.44	403.50
<b>Mr M Hassall</b>	Reimbursement of Expenditure. Three additional transactions with Land Registry Re Rights of Way Project 3 x £7.00 = £21.00 Envelopes, 5 Reams Paper, sacks for collecting waste on Playing Field £49.70	<b>70.70</b>
8.28	62.42	298.01
<b>Society of Local Council Clerks</b>	Membership Fee 2020	<b>161.00</b>
0.00	161.00	204.56
<b>Mr R Ford</b>	Reimbursement of Expenditure Christmas light batteries and cable ties	<b>45.25</b>
0.00	45.25	500.00
<b>Mr R Briscoe</b>	32 Christmas Trees at £8.00	<b>256.00</b>
0.00	256.00	454.75
<b>Payroll</b>	November 2019	<b>1,307.51</b>
0.00	1,351.76	7,461.75

**19/173.4 Direct Debit**

The meeting noted that the following payment had been made by direct debit: British Telecom Plc – 29th October 2019 - Telephone and Internet October 2019 – £197.20. A credit note had been requested to cover the overcharge.

**19/174 OPERATION LONDON BRIDGE**

**RESOLVED: (19/174.1)** that the arrangements listed in the document presented to the meeting be approved.

**RESOLVED: (19/174.2)** that up to £500.00 of the special projects budget be used to purchase the necessary items which would be stored at Tarvin Community Centre.

**19/175 COMMUNITY INFRASTRUCTURE LEVY**

**RESOLVED: (19/175.1)** to purchase plastic poppies to go on lampposts on High Street at the appropriate time each year.

**RESOLVED: (19/175.2)** that Councillor Norrie be responsible to putting the poppies on the lampposts and then removing them at the appropriate time.

**RESOLVED: (19/175.3)** not to consider modernising the children's play area to make it bigger and better at the present time.

**RESOLVED: (19/175.4)** not to hold a firework display on the King George V Playing Field.

**RESOLVED: (19/175.5)** that Councillor Norrie look into the costs of holding a firework display and report back to Council.

#### **19/176 TOPICS FOR TARVINONLINE**

**RESOLVED:** that articles be written on parking near the school, annual inspection of the Play Equipment, the Parish Council being 125 years old on 4th December 2019 and Traveller Development Plan

**19/177 DATE OF NEXT MEETING** - Monday 16th December 2019 – 7.15pm – Edna Rose Room, Tarvin Community Centre