

MINUTES OF A MEETING OF TARVIN PARISH COUNCIL HELD IN THE EDNA ROSE ROOM, TARVIN COMMUNITY CENTRE ON MONDAY 23RD OCTOBER 2017

PRESENT:

Councillor P Ryan (Chairman)
Councillor E Lush (Vice Chairman)
Councillor D H Cotgreave
Councillor B Dean
Councillor C Jones
Councillor P Twigg
Councillor S Willey

IN ATTENDANCE:

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

APOLOGIES:

Councillors R Ford, M Lloyd, and M Pochin (all out of the area on the day of the meeting),
Cheshire West and Chester Councillor J Leather

17/142 DECLARATIONS OF INTEREST, DISCLOSABLE PECUNIARY INTERESTS, AND DISPENSATIONS

17/142.1 New Written Requests for Dispensations

There were no new requests.

17/142.2 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.

17/143 OPEN FORUM

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

17/144 PARISH COUNCIL MEETING

RESOLVED: that the Council meeting be reconvened.

17/145 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)

There were no items raised in the Open Forum

17/146 MINUTES OF THE MEETING HELD ON 25TH SEPTEMBER 2017

RESOLVED: that the minutes of the meeting held on 25th September 2017 be signed by the Chairman as a correct record.

17/147 REPORT ON ACTIONS ARISING FROM THE MEETING ON 25TH SEPTEMBER 2017 NOT COVERED BY THE AGENDA

17/147.1 A51 Pinch Point Information Event (Previous Minute 17/136k)

The meeting had taken place on 6th October 2017. Cheshire West and Chester Council had submitted a bid through the Local Growth Fund for alleviation of congestion pinch

points on the A51. The bid had been well received by the Local Enterprise Partnership and had received programme entry subject to the development of an outline business case to secure the funding. The meeting had considered the following four Pinch Points in the Chester to Tarvin corridor from the A55 junction roundabout to the A51/A54 Tarvin roundabout: Tarvin Roundabout, Stamford Bridge, Hare Lane/Littleton Lane junction, and close to the A55 Roundabout.

Council welcomed the proposals.

17/147.2 Extraordinary Council Meeting (Previous Minute 17/123.1)

Most Councillors had indicated that they would be available on 30th October 2017 so the meeting was confirmed as 7.15pm in the Edna Rose Room at Tarvin Community Centre.

17/147.3 Walkabout with Cheshire West and Chester Council (Previous Minute 17/117.4)

Cheshire West and Chester Council were offering the following dates for a walkabout: Tuesday 31st October – Morning, Wednesday 1st November, Thursday 2nd Nov – Afternoon, Friday 3rd November – Afternoon, Monday 6th November, Tuesday 7th November

RESOLVED: that Councillors e-mail their availability to the Clerk and that the most popular date be the one given to Cheshire West and Chester Council.

17/147.4 Walkway from Heath Drive to Sheaf Close (Previous Minute 17/117.3)

Cheshire West and Chester Council had confirmed that they would be clearing the moss, potholes, and weeds. They considered that the other issues were the responsibility of residents who lived adjacent to the fence line, some broken panels, overgrown hedges and bushes falling into the pathway. Cheshire West wished to know whether Council would be willing to work in partnership with them in engaging with the residents to request that they address the hedges and fence panels. If so Cheshire West would provide a letter which Council could write to the residents. This would be a first approach and if there was no action from this Highways would issue a more formal letter.

It was thought that the fencing panels should be the responsibility of the Borough Council and not the residents. Otherwise, the proposal was considered to be acceptable.

17/148 CO-OPTION OF NEW COUNCILLOR

No applications had been received. The position would continue to be publicised.

17/149 PLANNING MATTERS

17/149.1 Planning Applications

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

17/04135/FUL – First floor side extension – 18 Heath Drive, Tarvin

Comment: No Objections

17/04214/FUL – Two storey side extension and single storey front extension – 9 Platts Lane, Tarvin

Comment: No Objections

17/04239/S73 – Variation of condition 2 (plans) of Planning Permission 17/00957/FUL – Brook House Farm, Kelsall Road, Tarvin

Comment: No Objections

17/04365/FUL – Replacement dwelling and new garage, new vehicular access and associated landscaping – Oak Tree Cottage, Ryecroft Lane, Bruen Stapleford

Comment: No Objections

17/149.2 Notices

The following notices had been received:

17/03406/FUL – First floor side extension – The Cottage, 29 Hockenhull Lane, Tarvin – **PERMISSION**

17/03030/FUL – Single Storey Rear Extension – 28 The Ridgeway, Tarvin - **PERMISSION**

17/03425/FUL – Single storey rear extension, first floor side extension and new pitched roof over front lounge and garage – 9 Hunters Crescent, Tarvin - **PERMISSION**

17/03340/FUL – Single and two storey side extension – 30 Crossfields, Tarvin - **PERMISSION**

17/03866/FUL – Proposed single storey rear, side, and front extension – 27 Hockenhull Crescent, Tarvin - **PERMISSION**

17/150 NEIGHBOURHOOD PLANNING

Steering Group Meeting

Minutes of the Neighbourhood Plan Steering Group Meeting held on 12th October 2017 had been forwarded to Councillors and were noted.

RESOLVED: (17/150.1) that Mr M Stallard be asked to update the Village Design Statement in order that it complied with the latest legislation. The cost would be £300.00. The meeting noted that the updated document would then need to be validated by Cheshire West and Chester Council.

RESOLVED: (17/150.2) to apply for grant funding to complete the Neighbourhood Plan once it was known in which financial year the printing of the document would take place.

17/151 REVENUE BUDGET 2017/18

17/151.1 Replace stiles on public footpaths with kissing gates (Previous minute 17/100.1)

RESOLVED: that funding of up to £250.00 be approved to repair the kissing gate by St Andrews Church.

17/151.2 Parish Signage on the boundary at Bruen Stapleford (Previous Minute 17/100.2)

The quotation was awaited from Highways.

17/151.3 Parish Footpath Map (Previous Minute 17/100.3)

RESOLVED: that Council register with OS Website for one year at a cost of £25.99.

17/151.4 Stonework at the back of Duckers Well (Previous Minute 17/100.4)

RESOLVED: that Councillor Ryan be authorised to purchase two tonnes of sandstone at a cost of £200.00 per ton.

17/152 KING GEORGE V PLAYING FIELD

17/152.1 Tennis Club Legal Agreement.

The agreement had been signed by Councillor Ryan and the Clerk and returned to Cullimore Dutton.

17/152.2 Picnic Table and Litter Bin

The picnic table and litter bin had been installed.

17/152.3 Annual Inspection of Play Equipment

Councillor Twigg led the meeting through the report concentrating on the items that required attention. The meeting noted that whilst there was work to be done there were no urgent Health and Safety issues.

RESOLVED: that where appropriate repairs/maintenance be carried out.

17/152.4 CCTV

The meeting noted that:

17/152.4.1 the Scout and Guide Movement had given approval for their building to be used to house the CCTV.

17/152.4.2 An order had been placed with Crime Prevention Services after the assumptions list referred to in the quote had been worked through with them. The deposit had been paid and installation was scheduled to begin on 6th November 2017. The balance of the account would have to be paid on completion of the installation which would be before the next Council meeting.

17/152.4.3 A telephone line and internet had been ordered from BT. The telephone line was due to be installed on 31st October 2017. There would be a standard connection charge of £125.00 and a delivery charge of £8.50 for the broadband equipment. The regular monthly charges would be £15.90 for the phone line and £13.00 for the Broadband.

17/152.4.4 The Scout and Guide Movement were asking for the Heads of Agreement to be reached before the installation started.

RESOLVED: that Cullimore Dutton be asked to draw up an appropriate document once an agreement had been reached with the Scout and Guide Movement.

17/152.5 Security company coverage, removal of hedge and installation of fencing, bollards, industrial chain

RESOLVED: not to progress any of these items and only review them if the CCTV did not resolve the problems of unsatisfactory behaviour.

17/152.6 Wooden Barrier

The new wooden barrier was due to be installed on 25th October 2017.

17/152.7 Tennis Court Fencing

The Tennis Club were waiting for Ringwood Fencing to advise them on a solution.

17/152.8 Hedges

The meeting noted that the hedges around the field, including behind the tennis courts, had been cut on 18th October 2017.

17/152.9 Field Committee Meeting

Draft minutes of the meeting held on 5th October 2017 had been forwarded to Councillors and were noted.

17/153 INFORMATION BOARD

This item was withdrawn as Tarvin Civic Trust had not provided Council with the information requested.

17/154 NEWSLETTER

Articles had been received from the Christmas Street Market and the Community Centre. Further articles were requested by 30th October. It was suggested that articles could be written on CCTV, Neighbourhood Plan, revenue budget, and the Lengthsman position.

RESOLVED: that the job title be changed from Lengthsman to Community Amenity Officer.

17/155 CHRISTMAS TREES

Broomheath Plantation had again agreed to donate the trees and Councillor Ford had requested some help in finding and choosing some 4ft trees on 29th October. Councillor Lush offered to help.

17/156 VILLAGE QUIZ

RESOLVED: that Council enter a team in the 2018 Village Quiz to be held on 12th and 19th January 2018 and that Councillors Lush, Pochin, Ryan, Twigg, and Willey represent Council

17/157 GARDENING CLUB

RESOLVED: (17/157.1) to renew the arrangement with the Gardening Club covering the year to August 2018.

RESOLVED: (17/157.2) that the Clerk tell the Gardening Club to restrict their work to the High Street until the improvements to the rear wall at Duckers Well had been carried out.

17/158 LIST OF OUTSTANDING ITEMS

Item 4.7 Park Lane Hedge

The hedge had been cut.

Item 5.1 Bus Stops

The line marking had not been done due to the poor weather so the work had been rescheduled for the first week in November 2017.

17/159 CLERK’S REPORT/CORRESPONDENCE

17/159.1 The following e-mail correspondence had been forwarded to Councillors:

- a. Cheshire Association of Local Councils E Bulletins
- b. Cheshire Association of Local Councils – Chairmanship Advanced Training Session – 8th November 2017

A place had been booked for Councillor Ryan

- c. Cheshire Community Action – Annual General Meeting – 8th November 2017
- d. Clotton Hoofield Parish Council – Re meeting regarding A51 road – Monday 23rd October 2017.

The meeting noted that Mr Roy Brereton, a member of the Neighbourhood Plan Steering Group, would be representing Tarvin

- e. Ellesmere Port Shale Gas Well
- f. Police and Crime Commissioner – Invitation to attend a meeting Tuesday 21st November 2017 – 6.30pm – Civic Way, Ellesmere Port
Councillor Lush offered to attend

- g. Tarvin Community Woodland Trust – Minutes of October 2017 meeting
- h. Parliamentary Constituency Boundary Review 2018 – 8 week consultation period until 11th December 2017

17/159.2 Tarporley War Memorial Hospital had asked whether Councillors would deliver a leaflet for them with the next newsletter.

RESOLVED: to do so providing that the information on the leaflet was intended to generate money to be used to keep the whole enterprise going.

17/160 FINANCIAL MATTERS

17/160.1 RESOLVED: that the following payments made by internet banking since the previous meeting be confirmed:

Payee	Detail	Amount to be Paid
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VAT	Net Amount to Charge against budget	Budget available before payment
Crime Prevention Services Ltd	Deposit for CCTV on King George V Playing Field	1,412.59
235.43	1,177.16	3,531.47
Jacksons Fencing	Wooden Barrier King George V Playing Field	3,779.16
629.86	3,149.30	3,149.30

17/160.2 RESOLVED: that the following payments be authorized and that payments be made by internet banking:

Payee	Detail	Amount to be Paid
VAT	Net Amount to Charge against budget	Budget available before payment
Fastrack Maintenance Ltd	Grass cutting September 2017 £413.17 Hedge Cutting 18 October 2017 £467.76	880.93
146.82	734.11	1,541.21
Tarvin Community Centre	Hire of Room – Council Meetings July, August, September 2017	79.29
0.00	79.29	426.66
Water Plus Ltd	Water Qtr. to September 2017	41.47
0.00	41.47	192.20
Glasdon UK Ltd	Metal Guppy Concrete Fixing Kit	16.52
2.75	13.77	1,541.93
Scottish Power	Electricity Qtr. to 30th September 2017	273.92
13.04	260.88	1,791.76
FC Brown Construction Ltd	Installation of Picnic Table and Waste Bin	1,270.00
0.00	1,270.00	1,528.16
Cheshire Association of Local Councils	Chairmanship Advanced Training Session 8th November 2017 for Councillor P Ryan £35.00 Clerks & Councillors Induction Session for Councillor S Willey £35.00	70.00
0.00	70.00	240.00
Society of Local Council Clerks	Cheshire Branch Conference 21 September 2017 - Clerk	25.00
0.00	25.00	170.00
Mr M Hassall	Clerk Expenses Qtr. to 30th September 2017	151.37

	Heat & Light Allowance £52.00. Postage £2.24 Travel SLCC Conference £16.20. Viking Direct Paper and Ink £59.93. Printing Draft Neighbourhood Plan £21.00	
9.99	141.38	235.86
Payroll	October 2017	744.52
0.00	744.52	7,712.06

17/160.3. RESOLVED: that the following payments to be authorised with payments to be made by cheque:

Payee	Detail	Amount to be Paid
VAT	Net Amount to Charge against budget	Budget available before payment
Royal British Legion Poppy Appeal	Wreath	100.00
0.00	100.00	100.00
St Andrews Church	Annual Donation Re Maintenance of the War Memorial	100.00
0.00	100.00	100.00
Neuromuscular Centre	Printing – Draft Neighbourhood Plan	85.00
0.00	85.00	1,919.00

17/160.4 Direct Debit

The meeting noted that the following payment had been made by direct debit on 29th September 2017

British Telecom Plc – Telephone and Internet September 2017 – £54.60.

17/160.5 Management Statement of Accounts

Management Accounts for the 6 months to 30th September 2017 were presented and accepted.

17/160.6 Tarvin Primary School

The April 2017 meeting had agreed to consider the application from Tarvin Primary School later in the year when it would be clearer what funds were unallocated within the New Homes Bonus.

The meeting noted that there were no unallocated funds within the New Homes Bonus.

RESOLVED: that the Clerk inform the Primary School that Council would be unable to provide a grant towards their project.

17/161 TOPICS FOR TARVIN ONLINE

RESOLVED: that articles be written on the Neighbourhood Plan, trees supplied by Broomheath Plantation, and revenue budget items.

17/162 DATE OF NEXT MEETING - Monday 27th November 2017 – 7.15pm - Edna Rose Room, Tarvin Community Centre.

17/163 RESOLVED – 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)

17/164 STAFF

17/164.1 Community Amenity Operative

The meeting noted that Mrs Fiona Brunton-Davies had been appointed subject to receipt of two satisfactory references.

17/164.2 Clerk

RESOLVED: that the Clerk forward a copy of the SLCC National Salary Award document to Councillors