

MINUTES OF A MEETING OF TARVIN PARISH COUNCIL HELD IN THE EDNA ROSE ROOM, TARVIN COMMUNITY CENTRE ON MONDAY 24TH OCTOBER 2016

PRESENT:

Councillor E Lush (Chairman)
Councillor D H Cotgreave
Councillor B Dean
Councillor R Ford
Councillor C Jones
Councillor M Lloyd
Councillor M Pochin
Councillor P Ryan

IN ATTENDANCE:

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

APOLOGIES:

Councillor S Hardacre (holiday)
Councillor P Twigg (holiday)
Cheshire West and Chester Councillor J Leather

16/159 DECLARATIONS OF INTEREST, DISCLOSABLE PECUNIARY INTERESTS, AND DISPENSATIONS

16/159.1 New Written Requests for Dispensations

There were no new requests.

16/159.2 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. Councillor Ford declared an Interest in the Planning Application 16/04455/OUT as a near neighbour. No other declarations were made.

16/160 OPEN FORUM

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

16/161 PARISH COUNCIL MEETING

RESOLVED: that the Council meeting be reconvened.

16/162 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)

16/162.1 A local resident had spoken about the Tarvin Neighbourhood Plan. She had

16/162.1.1 commented very positively on the hard work that the Steering Group had put in and the great work that they were doing

16/162.1.2 stated that the local community had made it very clear that they didn't want a Gypsy and Traveller Site and had asked whether the Neighbourhood Plan could be written be structured to cover that point.

16/162.1.3 made the point that the Settlement Boundary was a very important issue but the Parish Council and Steering Group had expressed differing views on where the boundary should be.

16/162.1.4 attended the Borough Council meeting the previous week and learnt that the timing for the Local Plan Part 2 might be put back.

16/162.2 Borough Councillor Deynem had:

16/162.2.1 confirmed what had been said about the timing for the Local Plan and had added that a petition to remove land within Whitegate and Marton from the Gypsy and Traveller Site Consultation had been defeated and a proposal to send the report from WYG back to the Scrutiny Committee on the grounds that it was fundamentally flawed was also defeated.

16/162.2.2 stated that he had been called in to attend a meeting between Cheshire West and Gladman and had asked whether Council would be interested in reopening dialogue between all three parties.

16/162.2.3 said that he was aware that a Beech Tree within Park Close was in need of maintenance and it was thought that the cost would be in the region of £700.00. He had asked whether Council considered that it was a tree that should be saved. Councillors had responded by confirming that in their opinion it was a valuable tree that should be saved. The point had been made that on the original planning application the trees were to be retained and made features of the new area.

16/162.2.4 requested details of the latest position regarding the A54 road issues

16/162.2.5 noted the generous offer of a defibrillator for Tarvin village and had reminded Council that once installed it should be registered with the NW Ambulance Service. Councillor Lush had confirmed that the Council was very interested in being part of a three way dialogue (Cheshire West, Gladman, Tarvin Parish Council).

16/163 MINUTES OF THE MEETING HELD ON 26TH SEPTEMBER 2016

RESOLVED: that the minutes of the meeting held on 26th September 2016 be signed by the Chairman as a correct record.

16/164 REPORT ON ACTIONS ARISING FROM THE MEETING ON 26TH SEPTEMBER 2016 NOT COVERED BY THE AGENDA

16/164.1 Cheshire Association of Local Councils – Chester and Vale Royal Area Meeting (Previous Minute 16/152e)

A copy of a report on the meeting from Councillor Lush is attached to the minutes under Appendix 1.

16/164.2 No 5 Pitts Close (Previous Minute 16/149)

Both Environmental Protection and Planning Enforcement had said that there was insufficient evidence for them to take any action.

16/164.3 External Audit (Previous Minute 16/154.3)

The Clerk had written to BDO LLP on 30th September 2016 and also forwarded a request for an early response on 18th October 2016. A response had been received on 19th October but it had not provided a clear response to the issues raised by Council. The Clerk had requested a further response.

16/164.4 Lengthsman (Previous Minute 16/137.2)

The meeting noted that there had not been any applications.

RESOLVED: that Councillor Lush and the Clerk try to put a team of volunteers together to cover the work.

16/165 CO-OPTION OF NEW COUNCILLOR

The meeting noted that there was still a vacancy to be filled by co-option and that the position would continue to be publicised

16/166 PLANNING MATTERS

16/166.1 Planning Applications

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

16/04426/CAT - One 40ft Ash tree. very close to church next door, advised roots of Ash are long and deep - to be removed completely. Four 50ft sycamore Multistemmed trees conjoined at base. growing on bank and leaning over garden, taking light from old apple tree - to be removed completely. 15 approx. overgrown row of conifers that form a hedge some 30ft high. could damage wall and guttering of next door property - to be removed and replanted with evergreen hedging - 36 High Street, Tarvin.

Comment: No Objections.

16/04455/OUT - Outline application for the residential development of 3no. detached dwellings- Craythorne Tarpoley Road Tarvin

Comment: We are concerned that the proposal is inappropriate development in the Open Countryside. We wish to challenge the assumption of Permitted Development Rights as we can find no record of any previous approval and do not take this assumption as correct. We have concerns regarding access to the land that goes around the site and how well it would be accessed if the present proposal was approved.

16/166.2 NOTICES

The following notices had been received:

16/03234/FUL – Rear Conservatory – 8 Hunters Drive, Tarvin - **PERMISSION**

16/03091/FUL – Single storey rear extension and replacement windows – 78 High Street, Tarvin - **PERMISSION**

16/03509/REM - Erection of dwelling with garage workshop (demolition of existing storage unit) - C P H Transport, Church Street, Tarvin - **PERMISSION**

16/166.3 PLANNING PROTOCOL CONSULTATION

A copy of the consultation document is attached to the minutes under Appendix 2.

RESOLVED: that the following comment be forwarded to Cheshire Association of Local Councils:

16/166.3.1 Under “What Councils can expect from the Development Planning Service” we would like a commitment to provide a website that doesn’t continually break down and a commitment to provide a significantly improved response time when faults to the website are reported.

16/166.3.2 Under item 10 we would like the time increased from 3 minutes to 5 minutes.

16/167 NEIGHBOURHOOD PLANNING

16/167.1 Steering Group Meetings

16/167.1.1 The Minutes of the Meeting held on 22nd September 2016 are attached to the minutes under Appendix 3

16/167.1.2 The Minutes of the Meeting held on 13th October 2016 are attached to the minutes under Appendix 4

16/167.2 Funding Application.

RESOLVED: that the Grant Application prepared by Councillor Lush be approved.

16/167.3 Boundary Change Impact

RESOLVED: that Tarvin Parish Council agree that because of boundary changes which came into force 1st April 2015 Bruen Stapleford, marked E on the attached map, could not form part of the Tarvin Neighbourhood Plan area because that area had already been included in the defined area for the Central Gowy South Neighbourhood Plan. In addition, when it became clear that Common Farm, marked A on the attached map, had been included in the defined area for the Kelsall Neighbourhood Plan that area should be excluded too. The defined area for the Tarvin Neighbourhood Plan is therefore the "new" Tarvin Parish Council area excluding these two areas.

On this basis, Tarvin Parish Council gives consent to both Kelsall Parish Council and Hargrave and Huxley Parish Council to act as lead parishes for the Kelsall & Willington and Central Gowy South neighbourhood plans, both of which include areas now included within the new Tarvin parish boundary. This is until neighbourhood plans are reviewed enabling boundaries to be altered to reflect the new parish boundaries.

16/167.4 Neighbourhood Plan Estimated Time Scale

A copy of the estimated timescale provided by the Steering Group is attached to the minutes under Appendix 5.

16/167.5 Meeting with Steering Group

RESOLVED: (16/167.5.1) that an Extraordinary Council Meeting be arranged to meet with the Steering Group to consider the draft documents.

RESOLVED: (16/167.5.2) that the Clerk liaise with Councillors and the Steering Group to work out the most popular date for a meeting

16/167.6 Comments from Open Forum

Councillor Lush confirmed that:

16/167.6.1 the Steering Group would look to see whether the Neighbourhood Plan could be structured as requested under minute 16/162.1.2.

16/167.6.2 the Settlement Boundary would be examined at the Extraordinary Council Meeting.

16/168 CORRESPONDENCE FROM GLADMAN

RESOLVED: that the Clerk inform Gladman that

16/168.1 in principle the Parish Council would prefer to manage any recreation area

16/168.2 Council do not agree with the comment made by Cheshire West and Chester Council regarding the provision of sports facilities within Tarvin

16/169 KING GEORGE V PLAYING FIELD

16/169.1 External Annual Report on Play Equipment

A copy of the report had been forwarded to Councillors via e-mail.

RESOLVED: that approval be given for all the repairs to be carried out.

16/169.2 Field Committee Meeting

Draft minutes of the meeting held on 20th October 2016 were examined. The meeting noted that the example under minute 2.2 was incorrect. Council had not discussed purchasing a picnic table at its May meeting. The subject had first been raised in the June Council meeting.

16/169.3 Section 106 Money

Cheshire West and Chester Council had agreed to remove the table tennis table from the application and replace it with a picnic table. Formal approval of the application was still awaited.

16/169.4 Tennis Club

RESOLVED: (16/169.4.1) that Council accept the request from the Tennis Club that their solicitor draw up the legal document covering the cabling outside the court.

RESOLVED: (16/169.4.2) that the Tennis Club be asked to pay Councils legal costs

RESOLVED: (16/169.4.3) that the request from Cullimore Dutton for documentation to satisfy their money laundering obligations be approved

RESOLVED: (16/169.4.4) that the Tennis Club be asked to provide the £300 deposit for Cullimore Dutton.

16/169.5 Wooden Barrier

Two small pieces of the wooden barrier at the top of the field, had rotted and needed replacing. The meeting noted that Mr Ray Woollam had been asked to carry out the repair

16/170 STREETSCENE WORKING PARTY REPORT

A large tree branch was hanging down over the Walk Way. It was thought that the tree was in the garden of either No 2 or No 4 Hockenhull Avenue. Councillor Cotgreave offered to ascertain which garden it was in.

RESOLVED: that the Clerk write to the resident asking for the branch to be removed.

16/171 CHRISTMAS TREES AND LIGHTS

16/171.1 A copy of a report from Councillor Ford is attached to the minutes under Appendix 6.

RESOLVED: that the working group try to purchase a tool to chamfer the trunks of the trees.

16/171.2 Oscroft Replacement Lights

RESOLVED: that a quotation of £82.93 be accepted to purchase replacement lights

16/172 NEWSLETTER

RESOLVED: to include articles on the Christmas Festival, Co-option of Councillor, trimming back hedges, replacement lights at Oscroft

16/173 LIST OF OUTSTANDING ITEMS

The meeting noted the list of outstanding items not covered by the agenda.

16/174 CLERK'S REPORT/CORRESPONDENCE

16/174.1 The following had been forwarded to Councillors:

- a. Cheshire Association of Local Councils E Bulletins
- b. Cheshire West and Chester Council – Community Infrastructure Levy - updated Draft Charging Schedule and Statement of Modification.
- c. S.L.C.C. - Government's consultation on the possibility of referenda principles being applied to all English parishes in respect of future council tax increases
- d. Tarvin Community Woodland Trust – Minutes of September and October 2016 meetings
- e. Cheshire West and Chester Council - Local Plan Working Party Meeting – 21st November 2016

RESOLVED: that Councillor Dean represent Council at the meeting

f. Cheshire West and Chester Local Plan: Draft Oil and Gas Exploration, Production and Distribution Supplementary Planning Document – Consultation

16/174.2 Village Quiz

RESOLVED: that Council enter a team in the 2017 Village Quiz to be held on 13th and 20th January 2017 and that Councillors Ford, Lush, Pochin, and Twigg represent Council

16/175 FINANCIAL MATTERS

16/175.1 RESOLVED: that the following payments be authorized:

Payee	Detail	Amount to be Paid
VAT	Net Amount to Charge against budget	Budget available before payment
Fastrack Maintenance Ltd	Grass Cutting September 2016	393.50
65.58	327.92	963.46
Scottish Power	Electricity Qtr. to 30 September 2016	273.17
13.01	260.16	1,192.64
Sanctuary Housing Services Ltd	Garage Rent – Qtr. to 30th September 2016	78.00
0.00	78.00	0.00
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
Morrall Play Services Ltd	External Annual Inspection	54.00
45.00	9.00	
Fastrack Maintenance Ltd	Cutting hedges within Playing Field, including Children’s Play Area	172.32
143.60	28.72	200.00
Payroll	October 2016	737.04
0.00	737.04	7,935.94

16/175.2 Direct Debit

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

British Telecom Plc – Telephone and Internet September 2016 – £58.18

16/176 TOPICS FOR TARVINONLINE

RESOLVED: that Councillor Ford write an article on Christmas Trees and Councillor Lush writes articles on Councillor vacancy, volunteers for the Playing Field, Gladman correspondence, and Capping Parish Councils

16/177 DATE OF NEXT MEETING - Monday 27th November 2016 – 7.15pm - Edna Rose Room, Tarvin Community Centre.

Appendix 1

1. This was rather embarrassing for ChALC as only 9 of the 90 eligible councils were present. Cheshire West and Chester Council (CWaC) had put up an Acting Director and a Cabinet member, and the Fire and Rescue Service were also represented at a senior level. Holding a meeting at 2.00 pm seems unlikely to be repeated.
2. The Fire and Rescue Service representative outlined how the service is piloting cardiac arrest response in the Crewe area. When someone has a heart attack the Fire Service will turn out as their response time is often quicker than that of the Ambulance Service e.g. in Holmes Chapel the Fire Service response time is 5 minutes, compared to the Ambulance Service response time of 8 minutes. All crews have been trained in high intensity CPR and every appliance carries a defibrillator. So far results have been good and the scheme will probably be rolled out to the whole brigade area. It was pointed out that where there are defibrillators in communities their location should be logged with the Ambulance Service.
3. CWaC's Acting Director of Adult Services outlined how the service is changing in order to cope with budget cuts while still improving outcomes for service users. The service will develop the community and voluntary sectors to ensure the correct level of support is available, and will commission more telecare and telehealth solutions which will enable individuals to manage their own care in a supported environment.
4. The Parish Council is asked to note the report.

Appendix 2

Development Planning - Parish and Town Council (Local Council) Relationship Protocol Overview

1. We recognise that Parish and Town Councils (“Local Councils”) have a crucial role to play in local democracy.
2. There is a statutory requirement to notify Local Councils about applications for planning permission.
3. Local Councils have a critical role to play in terms of formulating local policy.
4. Local Councils provide a voice for local residents, act as a conduit for their aspirations and are the source of important information and local knowledge.
5. We therefore recognise the need to foster dialogue and a close working relationship with Local Councils.

What Local Councils can expect from the Development Planning Service (“the Service”):

1. We will work in a positive and proactive way with Local Councils to manage development within their area.
2. We will encourage applicants for major developments to contact their Local Council clerk to discuss development proposals with the Local Council before submitting a planning application.
3. We will notify Local Councils of planning applications by email and allow 21 days for a response.
4. We will allow time for a response over and above the 21-day limit on a case-by-case basis, subject to sound justification based on the planning issues, having regard to the length of any delay and statutory time limits for determining planning applications.
5. We will provide contact details on notification emails so that Local Council clerks can obtain more information about planning applications.
6. We will provide paper copies of documents/plans on case by case basis if requested.
7. If there are amendments to major planning applications, we will ask the applicant to provide a clear summary of the alterations for ease of reference.

8. We will give appropriate weight to emerging Neighbourhood Plans and full weight to made Neighbourhood Plans when assessing applications. We will also give due weight to Village Design Statements and other relevant local documents.
9. We will take the comments of Local Councils into account when assessing and determining planning applications. If we are likely to recommend a major application against the comments of the Local Council, or the Neighbourhood Plan, we will contact the Local Council to discuss this before the final decision is taken.
10. Local Councils will be notified when applications are to be determined at Planning Committee. Local Councils wishing to speak to Planning Committee will be given the opportunity if they submit a request using the form on the Council website, once the agenda has been published. They will be given 3 minutes to address the Committee.
11. For major development schemes, we will encourage direct dialogue between the developer and the Local Council throughout the planning process and development phase with the aim of minimising the impact on the community and providing a forum for finding solutions to any issues that may arise.
12. For appeal hearings and Public Inquiries, we will look to use local venues where possible, bearing in mind the specific circumstances and requirements.
13. We will look to hold forum events at reasonable intervals for all Local Councils to provide an opportunity for regular discussion and feedback.
14. We will work with CHALC to assist in maintaining a regular dialogue with Local Councils, whilst recognising that not all Local Councils are members of CHALC.
15. We will provide support and guidance to Local Councils through the Local Plan and Neighbourhood Planning process, in accordance with the Neighbourhood Planning Protocol.

What the Service can expect from Local Councils:

1. We will work positively and proactively with the Service to manage development in the locality.
2. We will look to contact the Service to discuss any planning matter as early in the process as possible.
3. If further time to comment on an application is necessary, we will contact the Service to discuss this as early in the process as possible.
4. If paper copies of plans and other documents are required to assist in the consideration of an application, we will contact the Service to discuss as early in the process as possible.
5. We will notify the Service of any enforcement matters that are brought to our attention.
6. We will update contact details for Local Council Clerks with the Service as soon after any change as possible.
7. We will look to attend any events organised by the Service if possible.
8. We will respond to any requests for consultation or surveys that may be circulated amongst Local Councils from time to time.

Appendix 3

Present

Mathew Martin, Joe Thompson, Jane Hough, Alison Kempster, Ben Dean
Robin Turney (acting Chair)

Also present Rosie Morgan, CWAC and members of Tarvin Residents Association. (John Lynch, Jane Stephens and Andy Russell)

- 1) Apologies

Ted Lush, Roy Brereton

The chairman welcomed Rosie Morgan, from CWAC Planning Department to the meeting as well as members of the Tarvin Residents Association as observers.

The Steering Group agreed that observers could comment on the topics during the meeting.

The chairman explained that the Group had been meeting for over 18 months and the meeting tonight represented an opportunity to review important policy documents.

2) General

2.1) Neighbourhood Plan and Local Plan part 2

Ben Dean raised the point that the Settlement Boundaries being proposed by Tarvin Parish Council and by the Neighbourhood Plan Steering Group extended beyond Tarporley Road, whereas those of the Local Plan Part 2 ended at this road.

Rosie Morgan explained that, if supported by the majority of residents, it was valid for the Neighbourhood Plan to extend the boundaries beyond those shown in the Local Plan and these would become effective once agreed in the Referendum.

At the present time, Tarvin is expected to meet its obligations for new homes under the Local Plan up to 2030, without any further major developments.

In considering any additional housing it was most important that the NPSG considered the likely timing of any future housing, either before or after 2030.

Action NPSG

2.2) Impact of NP on other planning decisions.

In response to a question, Rosie stated that the impact of the NP on other planning decisions increased throughout the process until, on completion, it had full legal standing.

The work carried out so far could have some impact but this would be very limited and would increase once the pre-submission and submission stages had been reached.

Action NPSG

2.3) Results of Questionnaire

A member of the Residents Association asked if the results of the latest questionnaire could be put on line and offered help. It was noted that the results should be online soon.

Action NPSG

1) Transport

The draft paper produced by Ted Lush and Roy Brereton was reviewed.

Rosie Morgan noted that

1) CWAC was aware of the congestion problems on the A51/A54 and had applied for funding to improve the situation.

No update could be provided until after the Autumn Statement.

2) The Neighbourhood Plan could not link transport improvements to potential developments outside the NP area.

Even within the NP area, transport improvements should only be linked to significant developments.

3) The NP for Malpas provided an example of how the NP had been linked to the local road network and should be consulted.

4) If additional car parking was needed, e.g. off Tarporley Rd., it was relevant to show this on the plan.

Whilst it was desirable to seek the agreement of the landowner this was not essential.

5) Bus Services, whilst of importance, were outside the scope of the NP.

Other comments

6) There was some concern that individual comments in the questionnaire were being given undue weight as part of the evidence.

Action on above Ted/Roy

1) Housing

The draft paper prepared by Joe Thompson and Mathew Martin was reviewed.

1) The structure of the section needed to be revised in line with the Tattenhall template, with a clear statement of Policies.

2) The timing of development beyond current targets, either pre or past 2030 should be clarified.

3) The need for none residential developments, e.g. offices, manufacturing, hotels etc. also needed to be considered in the plan.

4) CWAC has standards on car parking provision for residential properties which should be consulted.

5) Whilst it was possible to restrict access to Affordable Housing to local people it was difficult, if not impossible, to place restrictions on free market housing.

6) Further consideration needed to be given to the demographics, particularly the provision of sheltered housing, both public and free market funded, for elderly residents. Both the Tarporley and Kelsall NPs' had considered these issues.

Action on above Joe & Mathew

1) Landscape

The draft prepared by Alison & Jane was reviewed.

1) The protection of views, both into and out of the village, which were important to the character of the village, could be included in the plan.

The Tarvin Conservation Area was of special importance.

(Note: Protection of views of Tarvin Church from outside of the village had been noted by an inspector as one of the reasons for restricting development at the Pool Bank Dairy site.)

2) The views to be protected needed to be defined and this could be done with photos, Alison shared some examples, together with lines on a map showing limits of the vista.

(Note after meeting: we need to establish a master electronic plan on which these and other features can be noted, do we have one)

3) Relevant views would be shared on-line.

4) CWAC had published criteria on the selection of Green Spaces for protection.

Each proposed Green Space needed to be assessed and justified against these criteria and shown on a map.

Rosie promised to forward the relevant link.

Action Rosie

1) It was possible for a site to be both Green Belt and a protected Green Space. In reviewing the Green Spaces the land between Townfield Lane and the A51/A54 would also be considered for inclusion.

2) Other documents of value were shared

a. Landscape Strategy

b. Areas of Special Landscape Value

3) The Tarporley NP provided some examples of protected Green Space.

Action on above Alison and Jane

1) Leisure Facilities (Note should be 6 but word refuses to accept this)

The note produced by Robin and based on the documents agreed by the NPSG and shared with the King George V Playing Field Committee and Tarvin PC in 2015 was discussed.

Some members of the Steering Group questioned the need for an all-weather training pitch and wondered whether it was appropriate for a village the size of Tarvin since youngsters could always catch the bus to Christleton for suitable facilities. Concerns were raised at the proposal for floodlighting and it was questioned whether changing facilities were really needed.

The policy was defended on the basis that it was important that youngsters, particularly those in the 11-16 age group, were provided with good leisure facilities. Facilities which were popular with this age group, such as a swimming pool, were unfortunately beyond the scope of the village at the present time but it was still important to take account of their needs. Any new facilities needed to be to current standards and suitable for the next 20-30 years.

1) It was agreed that the documents would be reviewed again when all members of the Steering Group are present.

2) A note outlining the pros and cons of siting an all-weather pitch at different locations, including on King George V Playing Fields, would be prepared.

3) There was a suggestion that a skate board park could be sited the little used additional car park at the Community Centre.

Action on above Robin

1) Health (should be 7, see above)

Carol had made contact the Area Health Authority, who had expressed interest in possible use of space in the Community Centre as a base for a GP.

1) Contact would be made with the Community Centre Management to confirm whether space could be made available. If this was so, the Area Health Authority would be invited to assess its suitability.

Action Carol & Ted

1) Next steps

1) Drafts will be revised for discussion at the next meeting on the 13th October.

Action All

2) Rosie agreed that a consultant could be useful in ensuring that the documents were completed to the relevant standards and that appropriate references were included. This could be after the next meeting.

Action Chairman

3) Rosie agreed that the outline time plan which had been prepared was relevant and indicated that some extra stages which needed to be included. The time plan will be revised and re-circulated.

Action Robin

4) Based on current progress and assuming that outstanding issues are resolved rapidly a target date for the start of pre submission consultation would be January 2017.

5) Members of the Tarvin Residents Association offered their help and it was noted that this could be very useful when planning and carrying-out the pre-submission consultation.

Date of next Meeting - Thursday 13th October at 7:00pm, Edna Rose Room

Appendix 4

Present: Cllr Ben Dean, Jane Hough, Cllr. Ted Lush, Alison Kempster, Matthew Martin and Robin Turney plus 12 members of the general public.

Apologies: Roy Brerton, Carol Over and Joe Thompson

1. At the Open Forum members of the public asked a number of questions. They were
* could the timeline for the remainder of the work be published?

Yes and it will be but we cannot say when the Examination will be or the date of the referendum.

* can a residents body be convened to see and comment on what has been produced.?

Hopefully once the Parish Council has signed off the draft everyone will be able to see the draft and comment too.

* what is the "high level" think re the Community Woodland?

The SG will be recommending that the Community Woodland does, at some future date, expand northwards to the Tarvin roundabout to join with a new footpath heading east along Holme Street to join up with the existing path outside Sunny Bank.

* what will the SG say about the proposed traveller site?

Nothing. The SG will not be recommending that a site is established in Tarvin parish and it would not be able to say that a site should not be established.

* the Chairman of Tarvin AFC told the SG there was a need for more recreation facilities in the Tarvin parish area. Currently existing facilities were over-used, demand was high and growing e.g. because of girls football. Changing facilities and a car park were also needed to support additional facilities.

2. The notes of the meeting held 22nd September were agreed as a correct record there were no matters arising not covered by the rest of the agenda.

3. Settlement boundary Tarvin village

There was a long discussion on this item as it underpins the whole Plan as presently drafted. The SG noted the PC's position that the boundary east of Tarporley road should follow the line of public footpath 18. The CWaC recommended boundary at this location is along Tarporley Road/Church Street. The SG discussed a variation to this i.e. draw the boundary along Tarporley Road/Church Street but put the land owned by the Diocese, adjacent to the old rectory on Church Street within the settlement boundary to allow the possibility of a car park on the Church Street frontage and low cost housing at the rear. In the end the SG decided that the boundary should be as proposed by CWaC. The SG want to discuss the draft Plan with the PC as soon as it is possible and this will be an important part of those discussions.

4. Each of the draft chapters was discussed in turn.

Health and wellbeing: Robin had looked at the pros and cons of siting an all- weather pitch at various locations (east of Tarporley Road, Townfield Lane and King George V playing field) and concluded the first was the best. With Ben he will look to see what provision could be sited on CWaC owned land on Tarporley road (ex-holding no.10). This would be permitted even if outside the settlement boundary. The impact of any flood lighting would also need to be re-assessed. Robin will review with Alison the Townfield Lane site re ridge and furrow. Robin will look at alternative safe cycling routes if the cinder track is not viable. Ted will work with Carol on the health element. Ted will write to the owner of the land between the Community Woodland and Tarvin roundabout to try to understand his aspirations for the land.

Housing: conclusion of the settlement boundary would be included. At the November meeting the SG will discuss the meeting that Joe and Matt had with CWaC officers on the

possibilities of low cost housing on holding no.10. (Although the Plan goes to 2030 and the SG’s current conclusion is that there should be no major housing development in Tarvin parish until that date, the SG knows that CWaC has to review their Local Plan every 5 years and also if CWaC ever fails to have 5 years worth of housing land available developers would be able to submit proposals).

Transport: comment on the impact of housing approvals beyond the Tarvin NP area will be left in BUT we will try to see if it can be reworded.

Landscape and Environment: Alison to speak to Tony Bland, Civic Trust re ridge and furrow land. Robin to make his old maps available to Alison and Jane. Some minor amendments to sites of nature and conservation value and protected views.

Employment: looked at shared offices in existing buildings. Roy and Ted

5. The SG agreed

* to publish immediately the results of the second community questionnaire plus the summary of question 11 responses and anonymised individual comments to that question. (Joe and Matt)

* seek joint meeting with the PC in December to discuss draft Plan (Ted)

* to ask Richard Thresh, Cheshire Voluntary Action to the next meeting, 10th November, with a view to engaging him to look at the policies in the draft plan and tighten them up and prepare the Conditions Survey. (Ted)

6. The public were asked how they found the meeting and what improvements they would suggest.

It was agreed that in future part way through the meeting the public would be invited to make observations/ask questions and maps would be made available.

7. Next meeting 10th November 2016 at 19:30 Edna Rose Room, Tarvin Community Centre.

Appendix 5

1. Parish Council (PC) agrees to produce a Neighbourhood Plan (NP)	Dec 14
2. Public meeting to explain plan, gauge support and begin recruitment of a Steering Group (SG)	Jan 15
3. Determining the NP area and discussions with Cheshire West and Chester Planning (CWaC)	Feb- Mar 15
4. Decision on NP area	May 15*
5. SG further recruitment, general reading and understanding	Feb-Apr 15
6. SG scoping, deciding how to consult and agreeing how best to do it	Apr-Jun 15
7. First community questionnaire launch and analysis	Jun-July 15**
8. Analysis and feedback to public	Sep-Oct 15
9. Agree key areas NP will focus upon	Oct 15
10. Assign tasks to SG	Oct-Jan 16.
11. Discussions with interested parties /groups	Jan- Apr 16
12. Formulate another community questionnaire on issues/aspirations	Apr 16
13. Commission an environmental/wildlife study	Jun 16
14. Second community questionnaire launch, analysis and feedback	Aug-Oct 16
15. Begin to draft chapters based on the analysis	Oct- Dec 16
16. SG discuss draft with PC and revise if necessary	Dec 16
17. Share draft with CWaC and refine	Jan 17
18. Pre-submission consultation, review and amend	Feb-Mar 17
19. Prepare basic conditions statement	Feb 17
20. Prepare consultation statement	Apr 17
21. Submit to CWaC	May 17

22. Independent examination

July 17

23. Referendum

Dec 17

* Actually agreed November, boundary changes effect Apr 15 had complicated matters.

** Disappointing response to first questionnaire led to relaunch and hand delivery to every household and personal collection. Completed Aug. Second community questionnaire went to every household first time round.

Appendix 6

Cllr Pochin and myself have met with Peter Maiden, Roger Hones and Ralph Waldock to discuss taking over project management of the erection of Christmas trees in time for the Village Christmas Fair.

There are 34 erection points in the village - either wall holders or flat roof positions where a tub can be positioned. I walked the village with Roger and Ralph on Saturday 8th October. Most of the erection points are accessible, however access to small number of these are likely to be a problem - for example the Village Rooms and two private houses which are currently unoccupied. The four holders on the George and Dragon are also problematic due to the overhangs above the ground floor windows.

I have also been over to Broomheath Plantation and discussed our requirement with the owner, Simon Harding. He is able to donate the trees once again and we discussed what the correct specification of tree should be. We settled on trees approx 4 feet high but this means that we will need to chamfer the trunks on the day in order to fit into the 2 inch diameter holders.

I have agreed with Simon that Cllr Pochin and myself will call in at Broomheath on a weekend prior to the delivery weekend and select and tag the trees that we want. Simon will then deliver these to the yard of the Red Lion at 10am on Saturday November 25th. My main concern at the moment is to ensure that sufficient volunteers attend on that Saturday morning to get the trees dressed and hung in the space of four hours or so. Cllr Pochin is calling in favours with his local contacts but I suggest that we also make an appeal through Tarvin Online. The failure of promises to help turning up on the day was one reason why the previous team sought to hand over responsibility back to Councillors.