

TARVIN PARISH COUNCIL

Clerk: Mike Hassall, Roy Cottage, Townfield Lane, Tarvin CH3 8EG

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NOTICE OF MEETING

MEETING: TARVIN PARISH COUNCIL
DAY/DATE/TIME: MONDAY 25TH SEPTEMBER 2023 7.15PM
VENUE: EDNA ROSE ROOM, TARVIN COMMUNITY CENTRE

AGENDA

1. APOLOGIES AND REASONS FOR ABSENCE

2. DECLARATIONS OF INTEREST AND DISPENSATIONS

a. To consider new written requests for Dispensations for Disclosable Pecuniary Interests and where appropriate grant any requests.

b. To receive any "Pecuniary Interest", "Outside Body Interest", or "Family, Friend, or Close Associate Interest" from Councillors on any items on the agenda.

Councillor Lush will declare an interest in any CWaC matter that impacts on the Tarvin/Kelsall ward directly, but specifically the Tarvin PC area e.g. proposal to close a road to deal with a pothole or indirectly e.g. a policy that changes how an issue will be dealt with that could have potential implications for the Tarvin PC area. He does not anticipate any pecuniary interests but should anything occur he will specifically declare that.

3. OPEN FORUM – An opportunity for members of the Public to make comment and raise questions. (Allocated time 15 minutes)

4. APPROVAL OF THE MINUTES OF THE MEETING HELD ON 21ST AUGUST 2023.

5. REPORTS ON MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 21ST AUGUST 2023 NOT COVERED BY THE AGENDA

a. Rural Parishes Meeting with Highways (Previous Minute 23/102.1) Update.

b. Road leading to Turkey Farm (Previous Minute 23/102.2) Update.

6. PLANNING MATTERS

a. APPLICATIONS

The following Planning Applications will be examined at the meeting along with any others received up to the day of the meeting providing that the late application does not cover more than one dwelling:

23/02660/FUL - Garage conversion to form home office - Oak House, Abbeyfield Gardens, Holme Street, Tarvin

23/02833/FUL – Installation of an external Biomass boiler to assist with heating existing workshop and log drying kiln - Fern Bank, Cross Lanes, Oscroft

23/02903/TPO - 1x Oak in rear garden - Carry out a crown reduction of 2.5m - 3m to suitable pruning points – The Oaks, 23 Broomheath Lane, Tarvin.

b. NOTICES

21/03690/FUL - Change of Use of land for use as traveller site consisting of 1 static caravan, 3 trailer caravans, day room, septic tank, and landscaping - Land at Tarporley Road, Tarvin - **REFUSED**

c. PLANNING APPEAL

22/02356/FUL - Erection of closeboard timber fence (retrospective) – 25 Platts Lane, Tarvin
An appeal has been made to the Secretary of State against the decision of Cheshire West and Chester Council to refuse to grant planning permission for the above proposal.

d. OTHER

23/01404/S73 - Change of use of existing vehicle workshop to retail associated with the existing petrol filling station and provision of managers flat - Variation of condition 5 (opening hours) of application 21/03484/FUL - Green Acre Garage, Church Street, Tarvin
The matter has been reported to Planning Enforcement, but they have yet to allocate it to an officer due to a backlog of work.

7. KING GEORGE V PLAYING FIELD

- a. Football Goal Posts and Swing in the Children's Play Area - Updates
- b. Field Management Committee Meeting - Update.
- c. Electric Bikes – Consideration of a concern regarding electric bikes being used on the field.

8. WAR MEMORIAL

Brass Plaque Cleaning - Update.

9. ROAD SAFETY

- a. Signage – consideration of quotes for the vehicle activated signs for Tarporley Road and Shay Lane
- b. Lower High Street

To note that there was an incident on Lower High Street very early morning 16th September. What appears to have happened is that the road was closed due to United Utilities work, and someone drove a white fiat (SJ59 WWK) down the street and straight into the road works and then left the scene. The Police and Highways have been informed.

10. DEFIBRILLATOR

Update.

11. CO-OP CAR PARK

This item was escalated, the area has been tidied, and the contractor has been instructed to check the wall and if necessary clear up on a regular basis to ensure that the area is safe.

12. PUBLIC CAR PARK

The Diocese of Chester have said that the position has not changed, they wish to retain the land and with the present usage.

13. POLICIES AND PROCEDURES

Policies for consideration - a. Freedom of the Parish Policy. b. Guidelines for Public Participation at Council meetings. c. Health and Safety. d. Environmental and Sustainability Policy

14. CHRISTMAS TREES

- a. A resident has agreed to donate a large tree for High Street to be positioned at the front of the Methodist Church.
- b. Trees - update

15. INSURANCE

Parish Council Insurance is due for renewal on 1st October 2023. An alternate quotation has not been sought as Council has a long-term agreement which is due to expire on 30th September 2024. Proposal that the new premium of £1,943.18 is approved by Council

16. REMEMBRANCE SUNDAY

The Churches are in the process of preparing for Remembrance Sunday. The service on the Sunday will be held outside St Andrews Church but streamed into the Methodist Church for those who wish to be inside. The Clerk will be ordering the wreath for Council and making the donation of £300.00 (agreed budget figure) during the next few days.

17. TARVIN/OSCROFT CLEAN UP

The next litter pick will start at 9:30am on 21st October and finish no later than 12:30pm. Pickers, bibs and bags can be collected at 9:30am at Tarvin Community Centre for the Tarvin pick or Oscroft Green for the Oscroft pick. Filled bags should be left in or by ordinary litter bins.

18. BENCH – HOCKENHULL LANE

The wooden bench at the junction of Hockenhull Avenue has been damaged and appears to be beyond repair. The bench is owned by Sanctuary Housing so they have been asked to take appropriate action.

19. CLERK’S REPORT/CORRESPONDENCE

19.1. E-Mail Correspondence

The following have been forwarded to Councillors via e-mail and are not shown elsewhere on the agenda – listing these items below provides Council with the opportunity to comment on them:

- a. Cheshire Association of Local Councils (ChALC) – E Bulletins
- b. Cheshire Community Action News – August 2023
- c. Resident response to Tarvin Times, Autumn 2023
- d. Invitation to attend Tarvin Community Woodland Run Sunday 17th September 2023
- e. PCSO Hannath - Newsletter
- f. Cheshire West and Chester Online Connections Event - Develop a new strategic plan for the Borough - 27th September - 6pm - Councillor Lush will be attending.
- g. Police & Crime Commissioner – Newsletter – A summer action in Cheshire
- h. Grant Funding Opportunity – Multiply
- i. ChALC 2023 Annual Meeting Thursday 12th October – Helsby - Councillor Twigg will be attending.
- j. Information Commissioners Office Newsletter September 2023
- k. The Eddisbury Report – Back to School Edition

19.2 Thank You

The resident who attended the May 2023 Council Meeting along with a consultant that he had appointed to advise on planning application 23/01232/S73 has asked the Clerk to thank Council for listening to the concerns that were raised and for taking them into consideration. It had been much appreciated even though the outcome was not what the resident had hoped for.

20. FINANCIAL MATTERS

a. August 2023 Payments and Payments between meetings

b. Payments between meetings.

Payee and Detail	Amount to be Paid inc. VAT	Amount net of VAT (charge against budget)	Budget Provision

			available before payment
Water Plus Ltd Water King George V Playing Field – 20th July to 19th August 2023	17.50	17.50	180.64
Huntington Parish Council Playground Inspection Course – Councillor Williams	55.00	55.00	195.00
Groundforce Landscape Ltd Grass Cutting King George V Playing Field + Millennium Garden + Oscroft Green – August 2023	610.55	508.79	1,755.71

c. Payments to be authorised with payments to be made by Internet Banking

Payee and Detail	Amount to be Paid inc. VAT	Amount net of VAT (charge against budget)	Budget Provision available before payment
A J Gallagher Insurance Insurance Year to 30th September 2024	1,943.18	1,943.18	1,920.00
PKF Littlejohn External Audit Year to March 2023	378.00	315.00	310.00

d. Direct Debit

To note that the following payments have been made by direct debit: British Telecom Plc - 30th August 2023 – Telephone and Internet August 2023 – two venues – £122.59.

Sage Global Services Ltd - 6th September 2023 - Payroll Software September 2023 - £9.60

e. External Audit - Consider of the report from the External Auditor.

f. Internal Audit - Consideration of a new engagement letter.

g. Bank Mandate

Proposal: To consider amending the existing mandate.

21. LIST OF OUTSTANDING ITEMS

Update.

22. TOPICS FOR PUBLICATION

23. DATE OF NEXT MEETING – Monday 22nd October 2023 – 7.15pm - Edna Rose Room, Tarvin Community Centre

Mike Hassall

Clerk

19th September 2023

THE PRESS AND PUBLIC ARE INVITED TO ATTEND THE ABOVE MEETING