

TARVIN PARISH COUNCIL

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NOTICE OF MEETING

MEETING: TARVIN PARISH COUNCIL
DAY/DATE/TIME: MONDAY 23RD MAY 2022 – 7.15PM
VENUE: EDNA ROSE ROOM, TARVIN COMMUNITY CENTRE

AGENDA

1. ELECTION OF CHAIRMAN FOR THE COMING YEAR
2. DECLARATION OF ACCEPTANCE OF OFFICE (CHAIRMAN)
3. APOLOGIES AND REASONS FOR ABSENCE
4. ELECTION OF VICE CHAIRMAN FOR THE COMING YEAR
5. APPOINTMENTS TO COMMITTEES AND WORKING GROUPS OF THE PARISH COUNCIL

The 2021/2022 list was as follows:

PLANNING COMMITTEE

All Councillors.

FINANCE WORKING PARTY

Councillors D H Cotgreave, R Ford, E Lush, M Pochin, S Wiley (resigned)

KING GEORGE V PLAYING FIELD WORKING PARTY

(To work with the Clerk to ensure that the day-to-day management of the field is covered and to advise Council and/or the charity on any issues requiring attention)

Councillors S Dutton, P Twigg

STREETCARE WORKING PARTY

Councillors B Dean, R Ford, and P Ryan

ADVISORY WORKING PARTY

Councillors D H Cotgreave, E Lush, P Twigg

PUBLIC FOOTPATH WORKING PARTY

Councillors B Dean, P Ryan

GRANTS FOR LOCAL ORGANISATIONS WORKING PARTY

Councillors S Dutton, H Flynn (resigned), R Ford, P Ryan

SOCIAL MEDIA (FACEBOOK)

Councillors J Norrie (resigned), S Dutton, B Dean – Administrators. Clerk - Moderator.

6. APPOINTMENT OF REPRESENTATIVES TO OTHER GROUPS/ORGANISATIONS

The 2021/2022 list was as follows:

COMMUNITY CENTRE MANAGEMENT COMMITTEE

Councillor H Flynn (resigned)

TARVIN EDUCATIONAL TRUST

Councillor D H Cotgreave

CHESHIRE ASSOCIATION OF LOCAL COUNCILS

(Connexions Events with CWaC)

Councillors E Lush, S Wiley (resigned)

7. KING GEORGE V PLAYING FIELD COMMITTEE

A Committee for the King George V Playing Field Charity (Registered Charity No 1083973) to meet at least three times a year with the main users of the Playing Field. The purpose of the committee is to provide regular face to face contact between all parties and provide an opportunity for issues to be shared. The main users of the field are expected to share an update on their work at each meeting. 2019/2021 was as follows: Councillors S Dutton, H Flynn (resigned), P Twigg. Councillor Twigg to act as Chairman of the Committee.

8. 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.
- c. Annual reminder to all Councillors that before the next meeting they should check that their Members Declaration of Interests is up to date.

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

10. APPROVAL OF THE MINUTES OF THE MEETING HELD ON 25TH APRIL 2022.

11. REPORTS ON MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 25TH APRIL 2022 NOT COVERED BY THE AGENDA

a. MWH Treatment Ltd (Previous Minute 22/017)

To note that the meeting has been arranged for 5pm at Tarvin Community Centre on 31st May 2022

12. CO-OPTION OF COUNCILLOR

Update.

13. 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:

22/01082/FUL - Repairs, renovations and alterations to Hamilton House and The Flaggs
The Flaggs, Church Street, Tarvin

b. NOTICES

None to date

14. KING GEORGE V PLAYING FIELD

- a. **Scout and Guide Hut – entrance to the building.** Update
- b. **Zip Wire** - To note that the repair was completed on 26th April.
- c. **Power Wash** - To note that the work was done over two days, 16th and 17th May.
- d. **Drain Cover** - A drain cover close to the Scout and Guide Hut is in need of repair/replacement.
- e. **Tarvin Athletic FC** - Tarvin Athletic have booked the field to hold their annual parents/coaches football tournament on Sunday 10th July
- f. **Repairs/Maintenance** - Report.

15. RIDGEWAY PROJECT

Update.

16.ADOPTION OF CODE OF CONDUCT

PROPOSAL that “the Council adopts the Code of Conduct for Members adopted by Cheshire West and Chester Borough Council with effect from 1st April 2022 as this council’s code of conduct, under section 27(2) and 27(3) of the Localism Act 2011.”

17.THREE YEAR TREE SURVEY

Canopy Tree Care have been instructed to carry out a survey on the trees on the King George V Playing Field and on the trees on the Green at Oscroft. Cost will be £300.00 plus VAT.

18.CLERK’S REPORT/CORRESPONDENCE

18.1 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 – E Bulletins
 - b. PCSO Report April 2022
 - c. Cheshire Police – Stakeholder Bulletin – April 2022
 - d. ICO Newsletter – May 2022
 - e. Chester Cycling Matters – Spring and Summer 2022
 - f. Town and Parish Council Connections Event – 6pm - 18th May 2022
- Councillor Ford will be attending.

19.FINANCIAL MATTERS

a. April 2022 Payments and Payments between meetings

b. Payment between meetings;

Payee	Detail	Amount to be Paid
VAT	Net Amount to Charge against budget	Budget available before payment
Groundforce Landscape Ltd	Grass Cutting King George V Playing Field + Millennium Garden + Oscroft Green April 2022	488.84
81.47	407.37	3,229.66
Scottish Power	Electricity Qtr to March 2022	525.99
25.05	500.94	1,300.00

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

Payee	Detail	Amount to be Paid
VAT	Net Amount to Charge against budget	Budget available before payment
Tarvin Community Centre	Grant – as approved at previous meeting	1,000.00
0.00	1,000.00	4,000.00
Tarvin Community Woodland Trust	Grant – as approved at previous meeting	1,000.00
0.00	1,000.00	3,000.00
Tarvinonline	Grant – as approved at previous meeting	500.00
0.00	500.00	2,000.00
Tarvin Village Fete	Grant – as approved at previous meeting	350.00
0.00	350.00	1,500.00
Queens Platinum Jubilee Group	Grant – as approved at previous meeting	250.00
0.00	250.00	1,150.00
Tarvin Christmas Market	Grant – as approved at previous meeting	150.00

0.00	150.00	900.00
St Andrews Painters Group	Grant – as approved at previous meeting	150.00
0.00	150.00	750.00
JDH Business Services Ltd	Internal Audit Year to 31st March 2022 – fees have increased by 33%. Charge queried. See below for the reply.	243.00
40.50	202.50	480.00
HAGS-SMP Ltd	Repair to Zip Wire seat and chain	741.60
123.60	618.00	1,800.00
Mr M Hassall	Reimbursement of Expenditure – Microsoft one year subscription for two Pc's	79.99
0.00	79.99	400.00
Water Plus Ltd	Water King George V Playing Field – 21st December 21 to 9th April 2022	20.57
0.00	20.57	300.00
Mr S Spruce	Installation of Knee High Fencing at the Ridgeway	200.00
0.00	200.00	6,154.90NHB

JDH Business Services Ltd - Response

Primary reason why council fees have increased is Tests M and N and associated review of the website published info to make sure we are answering L correctly even if the council is of a size where Transparency Code compliance is optional. Basically, for all councils we have to build in reviews of the published website content. We have lobbied against these three tests now forming a permanent part of internal audit through the national IA forum etc but to no avail – our view is internal audit should be covering financial internal controls and the external auditor should be doing these tests (they were previously so even more of their work has been passed to internal audit but we were not consulted on this).

If it is any consolation Tarvin PC has one of the lowest fees for your level of income as the quality of the books and records submission is easily in the top 5% of clients – normally a council with your level of income/expenditure and a sole trustee charity has significantly higher fees. You should note that due to the expansion of internal audit requirements nationally in Wales we have already had to introduce a minimum fee of £225 + VAT so you are still below that level.

d. Direct Debit

To note that the following payments have been made by direct debit:

B.Telecom Plc 29th April 2022 – Telephone and Internet April 2022 – two venues – £118.68
6th May 2022 - Sage Global Services Ltd – Payroll Software May 2022 - £8.40

20. LIST OF OUTSTANDING ITEMS

21. TOPICS FOR PUBLICATION

22. DATE OF NEXT MEETING – Monday 26th June 2022 – 7.15pm - Edna Rose Room, Tarvin Community Centre

Mike Hassall

Clerk

17th May 2022

THE PRESS AND PUBLIC ARE INVITED TO ATTEND THE ABOVE MEETING