

# TARVIN PARISH COUNCIL

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## NOTICE OF MEETING

TARVIN PARISH COUNCIL  
MONDAY 23<sup>RD</sup> MARCH 2020 – 7.15PM  
EDNA ROSE ROOM, TARVIN COMMUNITY CENTRE

### AGENDA

#### 1. APOLOGIES AND REASONS FOR ABSENCE

#### 2. DECLARATION 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.

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 24TH FEBRUARY 2020

#### 5. MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 24TH FEBRUARY 2020 NOT COVERED BY THE AGENDA

a. **Barred Gate from Hockenhull Lane** (Previous Minute 19/233)

Greenspace agreed to install a new post and pay for it and the work has been completed.

b. **Tarvin and Oscroft Clean Ups** (Previous Minute 19/236.2)

The Clean Ups scheduled for this month have been postponed.

The Great British clean will now be held between 11th and 27th September 2020.

#### 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:

**20/00440/FUL** - Extension and alteration of existing outbuilding to form residential annexe (Partly in Retrospect) - Smithy Farm Ryecroft Lane Bruen Stapleford

**20/00624/OUT** – Erection of two office buildings – Apex House, Chester Road, Tarvin

The development straddles both Ashton Hayes and Tarvin parishes. As a result both Parish Councils are being consulted. Comments from Ashton are as follows:

“The proposed site lies within the Green Belt and no 'exceptional case' for development has been put forward. The site has previously been used for a reclamation business whose space requirements have reduced over time. We are not aware if the site has been listed as a brownfield site.

The development as proposed is out of character for the location and would be highly visible from the main road increasing the perceived. building density substantially. No additional mitigating screening has been proposed. It is very visible from across the fields to the rear.

The proposed development would create office accommodation for businesses and employees. However there is no evidence of any local demand for such premises, which if it was required could not be satisfied elsewhere. Also there is nothing to suggest that the type of development proposed would benefit local businesses or create local employment opportunities or support the local economy.

Any office development would increase energy consumption for heating, ventilation and office equipment. However nothing has been proposed as to how this might be mitigated. There is a good opportunity (given Ashton Hayes energy reduction ambitions) to aim to make such buildings carbon neutral and hence substantially reduce operating costs as well. There are 2 pollution and sustainability concerns to be addressed.

The building designs tend to resemble housing and a concern has been expressed that permissions may be sought to convert these to a different purpose in the future”

**20/00639/FUL** - Two storey extension to side, addition of balcony to side elevation and external alterations – Oscroft Hall, Cross Lanes, Oscroft

**20/00687/FUL** - Single storey rear and first floor side extension – 11 Heath Drive, Tarvin

**20/00709/FUL** – Rear Single Storey Extension – Plum Tree Cottage, Cross Lanes, Oscroft

**20/00724/FUL** - Single storey front extension. Single storey side and rear extension – 10 Heath Drive, Tarvin

#### **b. NOTICES**

**19/01771/FUL** – Change of use from annexe to new dwelling and new extension - Land At Cross Lanes Farm Ryecroft Lane Bruen Stapleford - **PERMISSION**

**20/00056/FUL** – Erection of agricultural storage building – Broombank Farm, Broomheath Lane, Hockenhull - **PERMISSION**

**20/00506/FUL** – Single Storey Rear Extension – 15 Millside Close, Tarvin - **PERMISSION**

### **7. KING GEORGE V PLAYING FIELD**

a. Hot Wash – Children’s Play Area

The Annual Hot Wash is due.

b. Gates to Play Area

Both gates now require adjustment

c. The Field Committee Meeting scheduled for 26th March 2020 has been cancelled.

### **8. SPECIAL PROJECT 2020/21**

The resident at 17 The Ridgeway has responded to the proposal to put a gate in the gap in the hedge. The resident does not support the proposal stating that “I own my land to the front of my home and this has been so since my house was built”

### **9. FOOTPATHS**

Updates

a. Platts Lane

b. Path to Roman Bridges

### **10. RISK ASSESSMENT/STATEMENT ON INTERNAL CONTROL/INSURANCE REVIEW**

The Finance Working Party has seen the following documents and had an input into the proposed amendments. In each case a copy of the paperwork is enclosed

10a **Risk Assessment.** Proposed changes are shown in red and green. The items in green are where the words are to be removed.

10b **Statement on Internal Control.** Proposed additions are shown in red.

10c **Insurance.** The working party are comfortable that the existing cover meets the requirements of the Council.

## 11. GRANTS FOR LOCAL ORGANISATIONS WORKING PARTY

Councillors Flynn, Ford, and Ryan are the Councillors on this working party. Councillor Flynn will be unable to attend the next meeting due to a conflict of interest (Trustee of Tarvin Community Centre). Applications have been received from Tarvin Community Centre, Tarvin Community Woodland Trust, Tarvin Village Fete, Ashton Hayes and Tarvin Flower Club, Tarvinonline, 1st Scouts, 2nd Tarvin Guides, Tarvin Christmas Festival.

## 12. SPEEDING HIGH STREET

A resident living on High Street regularly observes cars leaving the village heading towards the A54 junction at excessive speed completely ignoring the 30mph limit and is asking what can be done to reduce this - for example a speed warning sign

## 13. CORONA VIRUS

a. Report from Councillor Lush

The Covid19 pandemic is having an impact on our community. Various local initiatives are underway or planned. The ones that are known are set out below.

Snow Angels are able to provide services that includes weekly befriending telephone calls, help with shopping and prescriptions, dog walking, whilst keeping to the social distancing advice. They have also set up several accounts with Morrisons and Tesco for on-line delivery using their bank details and the older person then sends a cheque to cover the shopping. (They have found that for a lot of our more vulnerable clients they do not want to enter their bank details on-line.) However, the waiting time for deliveries is growing, up to ten days for some stores. They are also investigating local shops across Cheshire West to see if they do home deliveries.

In addition Tarvin churches are planning a telephone befriending service that may well get extended to mirror all or some of what Snow Angels offer.

Finally the Chairman of the PC wrote on 9<sup>th</sup> March, in a personal capacity, to Tarvinonline asking residents to look out for their neighbours particularly those on their own, with a disability or elderly.

**These are extraordinary times. In such times residents look to public bodies for authoritative and objective information, for advice, for guidance and for support. What should or could Tarvin Parish Council do?**

b. Report from the Clerk

Council needs to be in a position to continue with its work during the coming months. To achieve that much may need to be done differently but within either existing Standing Orders, other Council Resolutions, and Government Legislation and Guidelines. NALC is engaging with Smaller Authorities' Audit Appointments about audit and with the Ministry for Housing Communities and Local Government as a matter of urgency on a range of issues including whether normal Council meetings are able to be held.

PROPOSALS:

a. that if a normal Council meeting is not quorate (four Councillors are required) or if public meetings are suspended then the Clerk be authorised to make all necessary day to day decisions in order that Council business continues. The Clerk to consult with Councillors as he considers appropriate

b. that if a normal Council Meeting is not possible all Planning comment to be agreed via e-mail between Councillors and the Clerk.

c. that the Annual Parish Meeting scheduled for Saturday 9th May 2020 is cancelled.

d. In the event that the Clerk is unable to attend work any necessary decisions may be taken by the Advisory Working Party in consultation with all Councillors.

e. Audit Year to March 2020

that if a normal Council Meeting is not possible the Annual Governance and Accountability Return 2019/20 be approved via e-mail circulated to all Councillors.

## 14. LIST OF OUTSTANDING ITEMS

A copy of the list is enclosed.

Item 1.4. The bike rack was bolted into the ground on 6th March 2020.

## 15. CLERK'S REPORT/CORRESPONDENCE

### 15.1 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 Sue Keers – Monthly Report February 2020
- c. Invitation to attend the Cheshire Anti-Bullying Commission's Phase 1 Report – 23rd March 2020 – Cheshire College, Dane Bank, Crewe
- d. Information Commissioner's Office – Update
- e. Tarvin Community Woodland Trust – Minutes of their March 2020 meeting.
- f. Keep Britain Tidy Campaign - Dogs

### 15.2 Village Fete

The Fete scheduled for Saturday 13th June has been postponed. New date provisionally 5th September 2020

### 15.3 St Andrews Churchyard

To note that an application made in January 2020 for funding amounted to £862.73 and the amount received was £552.55. The reason for the difference between the amount applied for and the amount received was that St Andrews included items in their claim which were outside the scope of the Parish Grant Scheme. Those items being a squirrel trap, spoil removal, a bulb and keys which totalled £310.18.

## 16. FINANCIAL MATTERS

a. February 2020 Payments

b. Payment between meetings;

| Payee                            | Detail                                     | Amount to be Paid               |
|----------------------------------|--|---------------------------------|
| VAT                              | Net Amount to Charge against budget        | Budget available before payment |
| <b>Wicksteed Leisure</b>         | Parts for Equipment – Children's Play Area | <b>190.76</b>                   |
| 31.79                            | 158.97                                     | 900.00                          |
| <b>Crime Prevention Services</b> | <b>CCTV Annual Maintenance Charge</b>      | <b>152.77</b>                   |
| 25.46                            | 127.31                                     | 175.00                          |

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 |
| <b>Morral Play Services Ltd</b> | Annual Inspection of the Play Equipment on the King George V Playing Field 2019 | <b>54.00</b>                    |
| 9.00                            | 45.00   | 741.03                          |
| <b>Tarvin Community Centre</b>  | Hire of Room – Council Meetings January to March 2020                           | <b>69.38</b>                    |
| 0.00                            | 69.38   | 311.00                          |
| <b>St Andrews Church</b>        | Grant funding received from Cheshire West and Chester Council                   | <b>552.55</b>                   |

|      |        |      |
|------|--------|------|
| 0.00 | 552.55 | 0.00 |
|      |        |      |
|      |        |      |

d. To note that the following payment has been made by direct debit:  
British Telecom Plc – 2nd March 2020 - Telephone and Internet February 2020 – £133.16.

## **17. TOPICS FOR TARVIN ONLINE**

**18. DATE OF NEXT MEETING** – Monday 27th April 2020 – 7.15pm - Edna Rose Room, Tarvin Community Centre

**19. RESOLUTION** – “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)

## **20. STAFF SALARY REVIEW AND TERMS OF EMPLOYMENT.**

a. Consideration of Salary Review

The SLCC are recommending that all staff receive a 2.5% increase from 1st April 2020. This will be within the approved budget for 2020/21.