

MINUTES OF A MEETING OF TARVIN PARISH COUNCIL HELD IN THE EDNA ROSE ROOM, TARVIN COMMUNITY CENTRE ON MONDAY 24TH APRIL 2023.

PRESENT:

Councillor R Ford (Chairman)
Councillor E Lush (Vice Chairman)
Councillor P Buckley
Councillor M Butler
Councillor D H Cotgreave
Councillor S Dutton
Councillor D Howorth
Councillor S Parker
Councillor M Pochin
Councillor P Ryan
Councillor P Twigg

IN ATTENDANCE:

No Members of the Public
Parish Council Clerk – Mr M Hassall
Cheshire West and Chester Council – Councillor J Leather
Cheshire West and Chester Council – Councillor H Tonge

APOLOGIES AND REASONS FOR ABSENCE:

None

23/001 DECLARATIONS OF INTEREST, DISCLOSABLE PECUNIARY INTERESTS, AND DISPENSATIONS

23/001.1 New Written Requests for Dispensations

There were no new requests.

23/001.2 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 Lush declared an Outside Body Interest in minute 23/013 as a Trustee of Tarvin Community Centre and Councillor Dutton declared a similar interest in the same minute as a member of the Tarvin Community Centre Committee of Management. Both confirmed that they would remain in the room but not take any part in that item. No other declarations were made.

23/002 OPEN FORUM

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

23/003 PARISH COUNCIL MEETING

RESOLVED: that the Council meeting be reconvened.

23/004 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)

The two Cheshire West and Chester Councillors were retiring, and on behalf of them both Councillor Leather had thanked the Council and Clerk for their hard work and support over many years.

23/005 MINUTES OF THE MEETING HELD ON 27TH MARCH 2023.

RESOLVED: that the minutes of the meeting held on 27th March 2023 be signed by the Chairman of the meeting as a correct record.

23/006 REPORTS ON MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 27TH MARCH 2023 NOT COVERED BY THE AGENDA

23/006.1 Neighbourhood Pride Scheme Application (Previous Minute 22/235)

The meeting noted that the work had not been started in March 2023. Cheshire West and Chester Council had previously indicated that the work would still be undertaken, and the grant would not be affected.

23/006.2 Parish Spring Clean (Previous Minute 22/245)

The turnout for the Tarvin clean-up had been disappointing with only five people turning out compared to sixteen in Oscroft. It had been noticeable that there had been less rubbish to pick up, which was thought was possibly due to the small number of residents who were going round and collecting the rubbish on a regular basis.

It was suggested that an earlier date for the clean-up next year, maybe March, might be better before Highways started cutting the grass verges.

23/007 PLANNING MATTERS

23/007.1 Planning Applications

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

23/00955/FUL- Erection of garage/workshop outbuilding - Grosvenor Farm Holme Street Tarvin

Comment: No Objection

23/00965/FUL - Conversion of two existing barns to provide 1 no. residential dwelling and ancillary domestic workshop/garage with office and gym space - Stapleford Mill Farm, Ryecroft Lane, Bruen Stapleford

Comment: No Objection

23/01082/FUL - Part single, part double storey rear extension, new front porch, and erection of detached single storey annex within rear garden - Cherry Tree House, Church Street, Tarvin

Comment: The annex has the appearance of a self-contained dwelling. If approved there should be a condition ensuring that the annex remains as an ancillary building to the main dwelling.

23/01208/FUL – Single Storey Side Extension to Bungalow – 1 Dean Close, Tarvin

Comment: No Objection

23/007.2 Notices

22/04380/FUL - Proposed Sunroom and Part Garage Conversion - Wisteria Lodge Abbeyfield Gardens Holme Street Tarvin - **PERMISSION**

22/04690/FUL – Demolition of existing single storey rear extensions and erection of a proposed single storey extension – Brooklands, Pool Lane, Tarvin Sands, Tarvin - **PERMISSION**

22/04711/FUL - Proposed single storey and part two storey rear extension and separate annexe - 35 Hockenhull Avenue, Tarvin - **PERMISSION**

22/00508/OUT - Demolition of bungalow and erection of three two-storey dwellings. Widening of private road – Greystones, Church Street, Tarvin - **PERMISSION**

23/007.3 Signage at Budgens, Church Street.

The signage outside the curtilage had been removed.

23/007.4 Opening hours at Budgens, Church Street.

Planning approval had been for the opening hours to be 7.00am to 10.30pm. The opening hours were 6.00am to 11.00pm. The issue had been reported to Planning Enforcement.

23/008 KING GEORGE V PLAYING FIELD

23/008.1 Climbing Frame

One of the climbing frames within the children’s play area had a potentially dangerous fault which could result in injury. There was a piece of exposed / worn wire which was sharp on one of the interlinking rope bridges. Councillor Twigg had clipped the wire and taped the rope, but a new rope was required.

RESOLVED: that the repair be carried out.

23/008.2 Rocking Horse

There were now two rocking horse seats awaiting repair.

23/008.3 Annual Power Wash

The moss on the ground within the children’s play area was being treated later in the week. It was hoped that the power wash would follow during May.

23/008.4 George Heath Foundation

The foundation had cancelled their booking for Saturday 10th June as Tarvin AFC were not able to help with the junior football tournament.

23/009 WAR MEMORIAL/ADJACENT WALL/TREE

23/009.1 Stonemason

Work was expected to start on Monday 15th May 2023.

23/009.2 Ownership of Land

It was not clear from the St Andrews Church records who owned the land although the Church believed that the war memorial, tree, and wall were not part of their land.

RESOLVED: that the Clerk seek clarification from Cheshire West and Chester Council.

23/010 SPEED INDICATOR DEVICE

Highways had stated that they would not support Council’s preferred contractor and that they were in the process of obtaining a quote from their approved contractor.

RESOLVED: that the Clerk ask Highways to provide a quotation urgently.

23/011 ELECTION UPDATE

The Returning Officer had reported that eight names had been nominated for election to the Council. As there were eleven places and only eight nominations the eight people had been duly elected as Parish Councillors for Tarvin. All Councillors would stand down on 9th May and the eight duly elected would take up post the same day.

RESOLVED: that the Clerk advertise the three vacancies and request that applications are made in writing by 21st May 2023.

23/012 FUTURE OF BUS SERVICE CHESTER/CREWE

The Office of the Traffic Commissioner had been little help as their role has been refined to administering the registration of services, with powers to act where an operator did not operate to timetable. However, Stagecoach Merseyside & South Lancashire had addressed the issues and published a new timetable which had come into effect on 23rd April 2023.

23/013 GRANTS TO LOCAL ORGANISATIONS

RESOLVED: that the following grants be approved by Council:
 Tarvin Community Woodland Trust £1,000, Tarvin Community Centre £1,000, Tarvinonline £550, Tarvin Village Fete £425, Tarvin Christmas Festival £200, Tarvin Toddlers £200.

23/014 NEWSLETTER

Councillors were asked to forward articles to the Clerk before the end of the week.

23/015 CLERK’S REPORT/CORRESPONDENCE

The following e-mail correspondence had been forwarded to Councillors who were provided with an opportunity to comment on them.

- a. Cheshire Association of Local Councils (ChALC) – E Bulletins
- b. National Association of Local Councils Newsletter 29th March 2023
- c. Police and Crime Commissioner – Community Action Fund
- d. Information Commissioners Office – April 2023 Newsletter
- e. Tarvin Community Centre – Annual General Meeting – 2nd May 2023
- f. Active Travel Festival to be held in Chester on 18th June 2023.

23/016 FINANCIAL MATTERS

23/016.1 March 2023 Payments and Payments between meetings

Councillor Ford had confirmed in writing that all payments authorised by the March meeting had been made as approved by Council and that the payment shown below as paid since the last meeting had been paid as shown.

23/016.2 RESOLVED: that the following payment made since the March meeting be confirmed:

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 March 2023	488.84
81.47	407.37	4,300.00

23/016.3 RESOLVED: that the following payments be authorised, 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

Cheshire Association of Local Councils	Affiliation Fee Year to 31st March 2024	898.73
0.00	898.73	1,200.00
Tarvin Community Centre	Hire of Room for Council Meetings Jan to Mar 23 plus Finance Working Party Meeting 5th Jan 23 Total £68.76 Storage of Archives – April 23 to March 24 Total £145.64	214.40
0.00	214.40	300.00 Item 1 150.00 Item 2
Water Plus Ltd	Water King George V Playing Field – 20th February to 19th March 23 - estimated bill	24.89
0.00	24.89	300.00
JDH Business Services Ltd	Internal Audit Year to 31st March 2023	270.00
45.00	225.00	535.00
Scottish Power	Electricity Qtr. to March 2023. Charge £923.56 less energy bill relief £482.95	462.64
22.03	440.61	4,200.00
Water Plus Ltd	Water King George V Playing Field – 20th March to 19th April 23 - estimated bill	31.57
0.00	31.57	275.11
Payroll	April 2023	1,521.32
0.00	1,521.32	26,150.00

In addition, the grants approved under minute 013 would be paid as follows:

Payee	Detail	Amount to be Paid
VAT	Net Amount to Charge against budget	Budget available before payment
Tarvin Community Centre	Grant as approved	1,000.00
0.00	1,000.00	4,000.00
Tarvin Community Woodland Trust	Grant as approved	1,000.00
0.00	1,000.00	3,000.00
Tarvinonline	Grant as approved	550.00
0.00	550.00	2,000.00
Tarvin Village Fete	Grant as approved	425.00
0.00	425.00	1,450.00
Tarvin Christmas Market	Grant as approved	200.00
0.00	200.00	1,025.00
Tarvin Toddler Group	Grant as approved	200.00
0.00	200.00	825.00

23/016.4 Direct Debits

The meeting noted the following direct debit payments:

29th March 2023 – British Telecom Plc - Telephone and Internet March 2023 – two venues – £120.13

6th April 2023 - Sage Global Services Ltd – Payroll Software April 2023 - £8.40

23/016.5 Management Accounts Year to 31st March 2023

Management Accounts for the year to 31st March 2023 were presented and accepted.

23/016.6 Internal Audit Report

The report completed by the Internal Auditor was considered.

RESOLVED: that Council respond as follows:

Council understand and fully support the following paragraph taken from the Good Councillors Guide to Finance:

“A council should typically hold between 3- and 12-months expenditure as a general reserve. If the general reserve is too low, then it may not be enough to cover unexpected expenditure or emergencies, whilst if the general reserve is too high then local electors have paid a tax which is not being used for the benefit of the local community.”

It was considered that whilst Council’s general reserves were only 16% that was more than sufficient on this occasion. When the budget had been set Council had Community Infrastructure Levy money and New Homes Bonus money amounting to more than £30,000 the majority of which had not been allocated to any project. In addition, there were significant earmarked reserves which could easily be used to cover any unexpected emergency.”

Council understood the comments from the Internal Auditor and his reason for their mention but considered that under the circumstances holding higher general reserves at the present time would have meant that local electors had paid a tax which was not being used for the benefit of the community.

23/016.7 Annual Governance Statement (Section 1)

The Annual Governance Statement was read, completed, and signed by the Chairman of the meeting and the Clerk.

23/016.8 Accounting Statements (Section 2)

The Accounting Statements for the year ended 31st March 2023 were approved and signed by the Chairman of the meeting and by the Clerk confirming that the return represented fairly the financial position of the Council.

23/017 LIST OF OUTSTANDING ITEMS

The report was noted.

23/018 TOPICS FOR PUBLICATION

Playing Field, dogs on the field, war memorial, notice board, spring clean, bus service.

23/019 DATE OF ANNUAL PARISH MEETING

The meeting noted that the Chairman intended to hold the Annual Meeting of the Parish at 7.15pm on Monday 22nd May 2023.

23/020 DATE OF NEXT MEETING – Monday 22nd May 2023 – immediately following the Annual Parish Meeting - Edna Rose Room, Tarvin Community Centre

The Chairman thanked all Councillors for their work and support and referred to Councillor Cotgreave, Councillor Pochin, and Councillor Parker, the three retiring Councillors. Councillor Cotgreave was stepping down after serving as a Councillor for 54 years.