

MINUTES OF A MEETING OF TARVIN PARISH COUNCIL HELD IN THE EDNA ROSE ROOM, TARVIN COMMUNITY CENTRE ON MONDAY 22ND APRIL 2024.

PRESENT:

Councillor R Ford (Chairman)
Councillor E Lush (Vice Chairman and Cheshire West and Chester Council Councillor)
Councillor P Buckley
Councillor M Butler
Councillor S Dutton
Councillor D Howorth
Councillor N Poole
Councillor P Ryan
Councillor A Sheppard
Councillor P Twigg

IN ATTENDANCE:

3 members of the public
Parish Council Clerk – Mr M Hassall
Cheshire West and Chester Council – Councillor T Cooper

APOLOGIES AND REASONS FOR ABSENCE:

Councillor M Williams (holiday)

24/001 DECLARATIONS OF INTEREST, DISCLOSABLE PECUNIARY INTERESTS, AND DISPENSATIONS

24/001.1 New Written Requests for Dispensations

There were no new requests.

24/001.2 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. Councillors Dutton, Lush, and Poole declared interests in minute 24/013 as Trustees of Tarvin Community Centre. All confirmed that they would remain in the room but not take any part in that item. No other declarations were made.

24/002 OPEN FORUM

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

24/003 PARISH COUNCIL MEETING

RESOLVED: that the Council meeting be reconvened.

24/004 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)

No issues were raised.

24/005 MINUTES OF THE MEETING HELD ON 25TH MARCH 2024.

RESOLVED: that the minutes of the meeting held on 25th March 2024 be signed by the Chairman of the meeting as a correct record.

24/006 REPORTS ON MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 25TH MARCH 2024 NOT COVERED BY THE AGENDA

There were no items under this heading.

24/007 PLANNING MATTERS

24/007.1 Planning Applications

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

23/01306/FUL - Demolition of existing surplus buildings and the erection of 3 dwellings and garaging – The Limes, Holme Street, Tarvin

Comment: We strongly object to the proposal which does not comply with the Tarvin Neighbourhood Development Plan Housing Policy HG2. We object to the size, scale, and character of the proposal. Immediately adjacent to this property alongside the A51 is a Shared User Path and we would be concerned for the safety of pedestrians and cyclists using this section during and after re-development. If approved, we request a condition that the designated cycle path be marked on the pavement with appropriate dropped kerbs if required giving priority to pedestrians and cyclists over vehicles entering and leaving the site. Improved Shared User Path signage would also improve safety.

24/00959/FUL - Erection of single storey, pitched roof, rear extension – 61 Crossfields, Tarvin

Comment: No objection

24/007.2 Notices

There were no notices.

24/007.3 APPEAL

23/03042/FUL - Demolition of outbuilding, extension and conversion of workshop building to enlarge existing dwelling, existing access set between buildings removed and existed boundary wall extended - Lodge Heyes, Shay Lane, Tarvin

The meeting noted that as the appeal was proceeding under the Householder Appeals Service, there was no opportunity for Council to submit comments. However, Cheshire West and Chester Council had forwarded all the representations made to them on the application to the Planning Inspectorate and the appellant.

24/007.4 ENFORCEMENT

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

Planning Enforcement had confirmed that they would respond robustly to concerns raised regarding the above as they would any other matter that had been reported.

The meeting noted that Planning Enforcement would be visiting the site during the coming few days.

RESOLVED: that the Clerk ask Planning Enforcement for an update following the visit.

24/008 KING GEORGE V PLAYING FIELD

24/008.1 Grass and Hedge Cutting Contract for the Field plus Millennium Garden and Oscroft

Groundforce Landscape Ltd had ceased trading at the beginning of April. Councillor Twigg and the Clerk, working together, had obtained a quotation from a different contractor. As the quote had been within budget and very similar to the contract price with Groundforce Landscape Ltd the quote had been accepted and work had commenced on 17th April.

24/008.2 Annual Power Wash

The new contractor had quoted £480 plus VAT to carry out the annual power wash and apply moss killer. As this was less than Council had paid last year the quote had been approved.

24/008.3 Drainage

The channel drainage system installed to the front of the carpark by the wooden barrier required cleaning out to remove vegetation and built-up dirt. A quotation of £270 plus VAT had been received.

RESOLVED: that the quotation be approved.

24/008.4 Hedge Cutting

The new contractor had quoted £650 plus VAT to cut the hedges around the field later in the year.

RESOLVED: that the quotation be approved

24/008.5. Water Plus

Water Plus had written to say that one of their meter readers had recently visited to take a meter reading but couldn't because access to the meter was obstructed by water.

RESOLVED: that Councillor Ryan obtain a quote for the work.

24/008.6 Booking

The meeting noted that Tarvin Athletic FC had booked the field for a parent's tournament on Saturday 6th July.

24/009 DEFIBRILLATOR

24/009.1 Outside Tarvin Community Centre

The meeting noted that preparation work was underway.

24/009.2 The Sheaf

Following the decision taken at the previous meeting one resident had made various comments and suggestions regarding the project which had been shelved at the previous meeting.

RESOLVED: that the Clerk inform the resident that Council would be very happy for a group of residents to work together to install a defibrillator at the Sheaf either on private ground with the permission of the owner or on the public highway on a site acceptable to Highways.

24/010 ROAD SAFETY

Vehicle Activated Signage

This matter had not progressed as Highways had not responded to requests for the pre installation form to be completed. The contractor had informed the Clerk that if they did not have an installation date before the end of April they would start to charge for storage of the equipment. Another option, their suggestion, would be for them to deliver to Tarvin and Council store the equipment.

RESOLVED (24/010.1): that the Clerk arrange for delivery to the Community Centre should Highways not respond immediately, as long as the equipment was not too large or heavy.

RESOLVED (24/010.2): that Cheshire West and Chester Councillor Cooper contact Highways to try to get a response from them.

24/011 PARKING

24/011.1 A54 Road

A response from Highways was awaited.

24/011.2 Village Parking

There had not been any positive responses from businesses. A response from Highways regarding Church Street was awaited.

24/011.3. Parking on Yellow Lines and Blocking Entrances

The meeting noted that following an incident where the police had been called out over obstruction related issues on double yellow lines and blocking of gateways on High Street PCSO Hannath had contacted Cheshire West and Chester Council and requested regular visits to Tarvin village from traffic wardens.

24/012 WALL - CHURCH STREET

The Conservation Officer had confirmed that the tree was within the conservation area and not protected by a TPO, so any works would require six weeks' notice (section 211 notice) to the Local Authority prior to carrying out any work. It had been confirmed that the land was not the responsibility of Cheshire West and Chester Council and that it was not registered.

RESOLVED: that Councillor Twigg and the Clerk arrange for the land to be registered in the name of Tarvin Parish Council.

24/013 GRANTS TO LOCAL ORGANISATIONS

RESOLVED: that the following grants be approved by Council:

Tarvin Community Woodland Trust £850, Tarvin Community Centre £850, Tarvinonline £600, Tarvin Athletic FC £500, Tarvin Pre School and Day Nursery £500, Tarvin Village Fete £450, Tarvin Scouts and Guides £250.

24/014 NEWSLETTER

Councillors were asked to forward articles to the Clerk before the end of the week. Articles suggested were Christmas lights, travellers site conditions, grants, dog fouling, short version of an article published on Tarvinonline responding to online comments made by residents, Christmas Market.

24/015 COUNCILLOR SURGERIES

It had been suggested that Council hold drop-in surgeries at say 6.30pm on the night of a Council meeting where residents who have a concern that they didn't want to raise at an item in the open forum come along to talk to the Chair and Clerk on any matter.

RESOLVED (24/015.1): that surgeries be held at 6.30pm prior to Council meetings for the next three months to see whether there was any response from residents.

RESOLVED (24/015.2): that while the Chair and Clerk cover the first surgeries that other Councillors cover future surgeries as well.

RESOLVED (24/015.3): that the surgeries be publicised.

24/016 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 – E Bulletins.
- b. Cycling Matters – Spring 2024
- c. E-mail from resident regarding part of the Shared User Path being cleared along the A54 by a team of volunteers on Thursday 2nd May.

RESOLVED: that the Clerk speak to the resident and arrange for the project to be publicised on Tarvinonline.

24/017 FINANCIAL MATTERS

24/017.1 March 2024 Payments and Payments between meetings

Councillor Ford had confirmed in writing that all payments had been made as approved by Council.

24/017.2 RESOLVED: that the following payments made since the last meeting be confirmed:

Payments between meetings

Payee and Detail	Amount to be paid inc. VAT	Amount net of VAT (charge against budget)	Budget Provision available before payment
Scottish Power Electricity Qtr. to March 2024	279.44	266.13	3,000.00
Water Plus Ltd Water King George V Playing Field – 11th March to 10th April 2024	37.58	37.58	350.00

24/017.3 RESOLVED: that the following payments be authorised, and that payments 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
Cheshire Association of Local Councils Affiliation Fee Year to 31st March 2025	941.26	941.26	1,250.00
JDH Business Services Ltd Internal Audit Year to 31st March 2024	310.20	258.50	550.00
Clerk Expenses Qtr. to 31st March 2024 Work at Home Allowance £78.00, Postage £1.50. 5 Reams Paper £16.78	96.28	93.30	832.00
Payroll April 2024	1,558.52	1,558.52	27,750.00

24/017.4 Direct Debits

The meeting noted the following direct debit payments:

British Telecom Plc – 15th April 2024 – Telephone and Internet March 2024 – two venues – £122.56.

Sage Global Services Ltd - 5th April 2024 - Payroll Software April 2024 - £9.60

24/017.5 Management Accounts Year to 31st March 2024

Management Accounts for the year to 31st March 2024 were presented and accepted.

24/017.6 Internal Audit Report

The report completed by the Internal Auditor was noted.

24/017.7 Annual Governance Statement (Section 1)

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

24/017.8 Accounting Statements (Section 2)

The Accounting Statements for the year ended 31st March 2024 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.

24/018 DWP RECENT COURT CASE

Council considered that this was a very difficult situation for the individual concerned. There was not really anything the Parish Council could say or do concerning this particular case but no doubt many members of our community would be very concerned for the wellbeing of the individual and Council understands that concern.

24/019 LIST OF OUTSTANDING ITEMS

The report was noted.

24/020 TOPICS FOR PUBLICATION

The Limes application, new contractors along with items suggested for the newsletter.

24/021 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 20th May 2024.

24/022 DATE OF NEXT MEETING – Monday 20th May 2024 – immediately following the Annual Parish Meeting - Edna Rose Room, Tarvin Community Centre