

MINUTES OF A MEETING OF TARVIN PARISH COUNCIL HELD IN THE EDNA ROSE ROOM, TARVIN COMMUNITY CENTRE ON MONDAY 28TH APRIL 2025.

PRESENT:

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

IN ATTENDANCE:

Parish Council Clerk – Mr M Hassall

APOLOGIES AND REASONS FOR ABSENCE:

None

25/001 DECLARATIONS OF INTEREST, DISCLOSABLE PECUNIARY INTERESTS, AND DISPENSATIONS

25/001.1 New Written Requests for Dispensations

There were no new requests.

25/001.2 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 Dutton declared that she already had a Dispensation allowing her to take a full part in minute 25/006.6 and 25/006.7. No other declarations were made.

25/002 OPEN FORUM

As there were no members of the public present the meeting was not adjourned for the Open Forum.

25/003 MINUTES OF THE MEETING HELD ON 24TH MARCH 2025.

RESOLVED: that the minutes of the meeting held on 24th March 2025 be signed by the Chairman of the meeting as a correct record.

25/004 REPORTS ON MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 24TH MARCH 2025 NOT COVERED BY THE AGENDA

25/004.1 Bench Oscroft (Previous Minute 24/262.1)

The resident had removed the bench for refurbishment, and he had indicated that he would work on it over the next few weeks.

25/004.2 High Street Noticeboard (Previous Minute 24/262.2)

Councillor Ford had completed the work on the Council noticeboard.

25/004.3 Tarvinonline (Previous Minute 24/260)

Two volunteers had offered to help with writing articles and keeping the calendar up to date and a further volunteer had offered to help with the out-of-date directories. The editor would continue for the time being as editor and would be following up other possible offers

of help. The intention was that the new team would spend a month getting to grips with the site and then hold a meeting in mid-May to decide how to organize the team going forward.

25/004.4 Request for “No Dog Fouling” Sign (Previous Minute 24/261)

Cheshire West and Chester Council would not agree to install any signage on the piece of grass in front of the property. They considered that any sign would disrupt the mowing of the site, and a sign could encourage other people to put up notices for other issues.

25/004.5 Request for handrail Church Street (Previous Minute 24/256)

Councillor Lush reported that a resident had written to him, in his capacity as a Borough Councillor, asking whether he would financially support the installation of a handrail through his member's budget. He had written to the Conservation Officer asking whether planning permission would be required, and a response was awaited.

25/005 CO-OPTION OF COUNCILLOR

RESOLVED: that Carol Edwards be co-opted onto Council to serve until the next election.

25/006 PLANNING MATTERS

25/006.1 Planning Applications

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

25/00673/FUL - Change of use to equestrian with erection of stables and associated hardstanding - Land at Oscroft Lodge Cross Lanes Oscroft

Comment: No Objection

25/00710/FUL - Single storey oak frame rear extension. Single storey stone side extension including oak frame porch. Raising of roof of existing detached garage including conversion - Poplar Cottage, Tarporley Road, Tarvin

Comment: We have no objection in principle but query whether the finishing material is appropriate.

25/01111/PAA - First floor extension to form an additional storey to the existing dwelling - The Gables, Cross Lanes, Oscroft

Comment: We have no objection but wish to draw the officer's attention to the domestic curtilage which isn't as big as drawn and the red line should be amended, with the remainder of the land outlined in blue.

25/006.2 Notices

24/03698/S73 - Part single, part two storey rear extension, new front porch and erection of detached single storey annex within rear garden. Variation of condition 2 (approved plans) of planning permission 23/01082/FUL increased length of single storey annex to 10.91 metres, amended rooflight locations, and increased areas of demolition relating to the two-storey rear extension (retrospective) - Cherry Tree House Church Street Tarvin –

PERMISSION

24/03250/FUL – Extensions to front and rear, link to garage conversion into habitable use, alterations to elevations to include window and door openings – Meadowside, Weetwood

PERMISSION

25/00107/S73 - Erection of dwelling with garage workshop, demolition of existing storage unit, variation of condition 2 (approved plans) of 16/03509/REM - Land to The Rear of Church Street, Tarvin - **PERMISSION**

25/00181/FUL - Demolition of existing rear conservatory, single storey front and rear extensions, oak framed porch, photovoltaic panels, alterations to windows and doors, raised patio to rear, alterations to front driveway - Oscroft Lodge, Cross Lanes, Oscroft – **PERMISSION**

24/02969/FUL - Demolition of existing barn buildings. Erection of two storey dwelling, garage, office and car port (Amended description 17.04.2025) - Stapleford Mill Farm, Ryecroft Lane, Bruen Stapleford – **REFUSAL**

25/006.3 APPEAL

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

25/006.4 OTHER UPDATE

25/00105/S73 - Change of Use of land for use as traveller site consisting of 1 static caravan, 3 trailer caravans, day room, septic tank and landscaping - amendment to application 20/03392/FUL - Variation of condition 2 approved plans of planning application 21/03690/FUL (allowed on appeal APP/A0665/W/23/3330039) (change of description) – Land at Tarporley Road, Tarvin

A new photograph had been forwarded to Planning Enforcement with a request for some action to be taken. The document had been acknowledged along with a comment that unfortunately all their officers were currently working with high volumes of cases therefore the time in picking the photograph up may be delayed.

25/006.5 DEALING WITH PLANNING APPLICATIONS

RESOLVED: that the following rota be approved:

Meeting Month	Councillor	Councillor
May	Twigg	Butler
June	Dutton	Ford
July	Lush	Poole
August	Ryan	Sheppard
September	Buckley	Williams

25/006.6 PLANNING DIFFICULTIES IN CHESHIRE VILLAGES

Following the working party meeting the Borough Council had been asked to provide the scale of growth that was likely to be identified for Tarvin. The Senior Planning Manager had acknowledged the request and said that she would get back to Council early in May after consulting with two of her colleagues.

There had been little progress regarding the meeting with other Parish Councils. Tarvin had been the only Council to respond to the suggestion of a meeting. The Chairs of Tarvin and Kelsall would be speaking by phone during the next few days.

25/006.7 CORRESPONDENCE FROM PROPERTY DEVELOPER

The meeting considered correspondence from a property developer regarding land off Church Street, Tarvin. It was noted that the developer had turned down an invitation to attend the Council meeting as they wished to meet with Council without the public present, something that was not acceptable.

RESOLVED: that a working party of Councillors meet the developer on 7th May and that Councillors provide a report to the next Council meeting.

25/007 KING GEORGE V PLAYING FIELD

25/007.1 Grass Matting (Previous Minute 24/252.1)

Updates regarding grass matting and groundworks.

The contractor had quoted £88 to carry out a site visit on the Mobilus and measure the area around so surfacing could be laid.

RESOLVED (25/007.1.1): that the quote be accepted.

RESOLVED (25/007.1.2): that the contractor be asked to visit as soon as possible to assess the condition of the Mobilus equipment with a view to disassemble and repair or replace. Whilst on site they would measure up and quote for a new replacement base finished in safety wet pour for under both the Mobilus and basket swing.

RESOLVED (25/007.1.3): that whilst it would be difficult to immobilise the Mobilus Councillor Twigg should attempt to tape the equipment and add warning signs “Broken - Do Not Use”

25/007.2 “Happy to Chat” Bench (Previous Minute 24/252.2)

RESOLVED: that Councillor Ryan seek quotes for installation

25/007.3 Sutcliffe Nest Swing (Previous Minute 24/252.3)

A quote of £3,102.77 had been received for a replacement nest and there would be a cost of £160 to have it installed by a contractor.

RESOLVED: that the quote be approved and that the funding be taken from the Playground Equipment Capital Fund.

25/008 ROAD SAFETY

Vehicle Activated Signage – Willington Road

Highways had not provided the promised update but had reported that it appeared that the contractor had either ceased or was about to cease trading. They were trying to get confirmation of this and also how Cheshire Parish Councils would be affected.

Councillor Lush offered to seek an update from Highways in his capacity as a Borough Councillor.

25/009 HIGHWAYS ISSUE

Road Surface Church Street

Concerns were expressed regarding the poor road surface and the fact that some potholes had been filled by Highways whilst others had not. Councillor Lush reported that he was trying to get the Borough Council to change their policy on how it dealt with potholes.

25/010 CLERK’S REPORT/CORRESPONDENCE

25/010.1 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. Chester Cycling Matters! Spring 2025 Issue
- c. Information Commissioner's Office newsletter April 2025
- d. Cheshire & Warrington Devolution Consultation, online presentation - 7th April at 6pm
- e. Information Commissioner's Office Newsletter April 2025
- f. CPRE Cheshire – Invitation to their AGM and Lion Salt Works visit on Wednesday 14th May - 2pm - 4pm.

g. Cheshire and Warrington neighbourhood planning event – Tuesday 3rd June – 7.15 to 8.30pm – Tarvin Community Centre

h. Chester Civic Service – Chester Cathedral - 25th May 2025

25/010.2 Recorded Crime

The meeting noted that in February 2025 there had been 3 recorded crimes in Tarvin Parish – 2 Violence and Sexual Offences (1 The Ridgeway, 1 Willington Road), 1 Other Theft (The Ridgeway)

25/010.3 Consultation – Proposed upgrade to existing radio base station installation at CTIL12071225 Tarvin Sewage Works, Mill Lane, Tarvin

RESOLVED: that Council have no objection to the proposal.

25/011 FINANCIAL MATTERS

25/011.1 March 2025 Payments and Payments between meetings

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

25/011.2 RESOLVED: that the following payments made since the last meeting be confirmed:

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 2025	276.84	263.66	3,000.00
Mustardprint Printing Newsletter	195.00	195.00	1,150.00

25/011.3 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 2026	966.03	966.03	1,350.00
JDH Business Services Ltd Internal Audit Year to 31st March 2025	327.60	273.00	585.00
Botanica Landscapes Ltd Grass Cutting April 2025	624.00	520.00	4,435.00
Tarvin Community Centre Storage of Archives – April 25 to March 26	155.26	155.26	160.00
Payroll March 2025	1,657.75	1,657.75	28,020.00

25/011.4 Direct Debits/Other Payments

The meeting noted the following direct debit payments:

British Telecom Plc – 31st March 2025 – Telephone and Internet March 2025 – two venues – £133.59.

Sage UK Ltd - 4th April 2025 - Payroll Software April 2025 - £12.00

Lloyds Bank – 15th April 2025 – Account Charge £4.25

25/011.5 Grant (Previous Minute 24/264.5)

The invoice was awaited.

25/011.6 CIL

The meeting noted that a further £5,594.97 had been received and included in the accounts at 31st March 2025.

25/011.7 Management Accounts Year to 31st March 2025

Management Accounts for the year to 31st March 2025 were presented and accepted.

RESOLVED (25/011.7.1): that the balance of £570.53 be transferred from the New Homes Bonus to the Playground Equipment Capital Fund.

RESOLVED (25/011.7.2): that the Finance Working Party consider including a contribution to St Andrews Church to cover possible shortfall of churchyard grant from Cheshire West and Chester Council when they consider the budget for 2026/27. Any contribution would probably be a section 137 payment.

RESOLVED (25/011.7.3): that the Finance Working Party consider including an expenditure heading and amount to cover expenditure on defibrillators when they consider the budget for 2026/27.

25/011.8 Internal Audit Report

The report highlighting “no issues arising” which had been completed by the Internal Auditor was noted and the Clerk was thanked for his work in helping Council achieve this outcome.

25/011.9 Annual Governance Statement (Section 1)

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

25/011.10 Accounting Statements (Section 2)

The Accounting Statements for the year ended 31st March 2025 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.

25/012 LIST OF OUTSTANDING ITEMS

The list was noted.

25/013 ITEMS FOR PUBLICATION

Bench refurbishment, request for signage, mobilus and nest swing equipment, Church Street road surface.

25/014 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 19th May 2025.

25/015 DATE OF NEXT MEETING – Monday 19th May 2025 – immediately following the Annual Parish Meeting - Edna Rose Room, Tarvin Community Centre