

MINUTES OF A MEETING OF TARVIN PARISH COUNCIL HELD IN THE EDNA ROSE ROOM, TARVIN COMMUNITY CENTRE ON MONDAY 21ST AUGUST 2023.

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 P Ryan
Councillor A Sheppard
Councillor P Twigg

IN ATTENDANCE:

No members of the public
Parish Council Clerk – Mr M Hassall

APOLOGIES AND REASONS FOR ABSENCE:

Councillor N Poole (holiday)
Councillor M Williams (holiday)
Cheshire West and Chester Council – Councillor T Cooper

23/097 DECLARATIONS OF INTEREST, DISCLOSABLE PECUNIARY INTERESTS, AND DISPENSATIONS

23/097.1 New Written Requests for Dispensations

There were no new requests.

23/097.2 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 interest in all CWaC matters that impacted on the Tarvin/Kelsall ward directly, but specifically the Tarvin PC area e.g., proposal to close a road to deal with a pothole or indirectly e.g., a policy that changes how an issue will be dealt with that could have potential implications for the Tarvin PC area. The declaration was made due to his position as a Cheshire West and Chester Councillor.
No other declarations were made.

23/098 OPEN FORUM

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

23/099 PARISH COUNCIL MEETING

RESOLVED: that the Council meeting be reconvened.

23/100 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)

Cheshire West and Chester Councillor Lush had reported that on behalf of a Tarvin resident he was working to find out when trees would be planted as part of the A51 road improvement scheme between Tarvin and Littleton.

23/101 MINUTES OF THE MEETING HELD ON 24TH JULY 2023.

RESOLVED: that the minutes of the meeting held on 24th July 2023 be signed by the Chairman of the meeting as a correct record.

23/102 REPORTS ON MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 24TH JULY 2023 NOT COVERED BY THE AGENDA

23/102.1 Rural Parishes Meeting with Highways (Previous Minute 23/080.5)

The next meeting had been arranged for Tuesday 5th September – 5.00 to 6.30pm.

23/102.2 Road leading to Turkey Farm (Previous Minute 23/080.2)

Councillor Lush reported that he was waiting to hear from Highways.

23/102.3 Potholes (Previous Minute 23/090.1)

Councillor Lush stated that he had reported a significant number of potholes using the Cheshire West and Chester Council online reporting system and copies of acknowledgements had been forwarded to the Clerk.

23/103 PLANNING MATTERS

23/103.1 Planning Applications

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

23/01964/FUL – Removal of existing conservatory, repositioning of second storey rear window, repositioning of garden fencing and garden wall to be taken back to match existing - 1 Tarvin Mews Church Street Tarvin

Comment: No Objection

23/02441/FUL – Erection of a Hay and Implement Store (part retrospective) – Brook House Farm, Kelsall Road, Tarvin

Comment: No Objection

23/02173/FUL – Single storey side and rear extensions and removal of pitched roof from existing side extension. Raising of existing ground floor flat roof. Painting existing brick facades to match proposed brickwork, alterations to window and door openings and landscaping – Greenedge, 2A Crossfields, Tarvin

Comment: No Objection

23/02352/FUL - Two storey side and rear extension and new front porch – 57 Hockenhull Lane, Tarvin

Comment: We do not object to the proposal but question whether it is compliant with the 30% increase rules on original buildings.

23/103.2 Notices

23/01995/FUL – Change of use to a centre to provide Covid vaccinations, Living Well and Covid treatment service - Tarvin Professional Centre, Meadow Close, Tarvin -

PERMISSION

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

PERMISSION

23/103.3 Other

23/01404/S73 - Change of use of existing vehicle workshop to retail associated with the existing petrol filling station and provision of managers flat - Variation of condition 5 (opening hours) of application 21/03484/FUL - Green Acre Garage, Church Street, Tarvin
The above application had been refused on 22nd June 2023, but the business hours had not been amended.

RESOLVED: that the Clerk report the issue to Planning Enforcement asking what course of action would be taken and when.

23/104 KING GEORGE V PLAYING FIELD

23/104.1 Football Goal Posts (Previous Minute 23/082)

Councillor Twigg was waiting to hear the outcome of the request for funding.

23/104.2 Swing in Children's Play Area

One of the seats had been damaged and needed to be replaced.

RESOLVED: that the repair be authorised

23/105 WAR MEMORIAL/OWNERSHIP OF LAND

23/105.1 War Memorial

RESOLVED: that a team of Councillors try to wash the plaques in a warm soapy wash and use a soft cloth to clean them as suggested by a contractor in an e-mail to Councillor Ryan.

It was suggested that photographs before and after be taken to highlight any difference that cleaning had made.

23/105.2 Land

Cheshire West and Chester Council had confirmed in writing that they did not own the piece of land, nor were they responsible for it.

RESOLVED: that no further action be taken.

The meeting noted that:

23/105.2.1 the land in front of St Andrews Church front hedge was not owned by anybody and that the land was unregistered.

23/105.2.2 Council did not own the war memorial as no formal transfer of ownership at any point had ever taken place. However, The War Memorials (Local Authorities' Powers) Act of 1923 and subsequent amendments enabled local councils to carry out work to war memorials within their area whether they officially 'own' them or not. Although this Act gave such powers to local authorities it did not give an obligation to do so. Tarvin Parish Council had historically chosen to be responsible for maintaining the memorial and would continue to do so.

23/105.2.3 The large tree was on the unregistered land and therefore not the responsibility of St Andrews Church, Cheshire West and Chester Council, or the Parish Council

23/106 ROAD SAFETY

Signage

The quotes for the vehicle activated signs for Tarporley Road and Shay Lane had still not been received.

RESOLVED: that the Clerk ask Cheshire West and Chester Councillor Cooper to help move this matter forward.

23/107 DEFIBRILLATOR

Councillor Ryan was waiting for updated quotes.

23/108 CO-OP CAR PARK

Sheffield Mutual had received one quotation but were awaiting a second one before carrying out the work.

RESOLVED: that the Clerk escalate this issue with management at Sheffield Mutual and the Co-op.

23/109 PUBLIC CAR PARK

Minor amendments were agreed to the draft letter prepared by Councillor Ford

RESOLVED that the letter be sent to the Diocese along with a map highlighting the position of the field.

23/110 POLICIES AND PROCEDURES

RESOLVED: that the following be approved. Copies of the approved documents would be posted onto the Council website.

23/110.1 Complaints Procedure **23/110.2** Documents for Retention or Disposal Policy

23/110.3 Equality and Diversity Policy **23/110.4** King George V Playing Field – Policy for Use – **23/110.5** Publication Scheme **23/110.6** Training Statement of Intent

23/111 CHRISTMAS TREES

Councillor Ford reported that a former Councillor, along with another Tarvin resident, had agreed to install the trees and later remove them provided that a small group of Councillors attached the lighting to the trees.

RESOLVED (23/111.1) that the trees be installed on Saturday 25th November.

RESOLVED (23/111.2): that Councillor Ford obtain a quote for trees from the contractor who had been previously used.

RESOLVED (23/111.3): that the Clerk write to a local resident asking whether he would be prepared to donate a large tree for the village which would be positioned in front of the Methodist Church.

23/112 CLERK’S REPORT/CORRESPONDENCE

23/112.1 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 (ChALC) – E Bulletins
 - b. ICO News August 2023
 - c. Cheshire West Crowd – Connections Event – 12th September 2023 – 6 to 7pm
- Councillor Butler offered to attend.

23/112.2 Training

The meeting noted that Councillor Williams would be attending a rp11 Routine Playground Inspection Course on 30th August. Cost £55.00

23/113 FINANCIAL MATTERS

23/113.1 July 2023 Payments and Payments between meetings

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

23/113.2 RESOLVED: that the following payments made since the July meeting be confirmed:

Payee and Detail	Amount to be Paid inc. VAT	Amount net of VAT (charge	Budget Provision
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		against budget)	available before payment
Water Plus Ltd Water King George V Playing Field – 20th June to 19th July 2023	17.14	17.14	197.78
Groundforce Landscape Ltd Grass Cutting King George V Playing Field + Millennium Garden + Oscroft Green – July 2023	610.55	508.79	2,264.50
Deva Print Ltd Printing Newsletters August 2023	190.00	190.00	805.00

23/113.3 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 Training Planning – Cllr Buckley £30.00 Code of Conduct – Cllr Sheppard and Cllr Williams £25.00 per person	80.00	80.00	275.00
Payroll August 2023	1,521.32	1,521.32	18,651.99

23/113.4 Direct Debits

The meeting noted the following direct debit payments:

31st July 2023 – British Telecom Plc - Telephone and Internet July 2023 – two venues – £122.59.

4th August 2023 - Sage Global Services Ltd – Payroll Software August 2023 - £9.60

23/113.5 Annotated Budget 2023/24

The report was noted.

23/114 LIST OF OUTSTANDING ITEMS

The report was noted.

23/115 TOPICS FOR PUBLICATION

War memorial maintenance and Christmas arrangements.

23/116 DATE OF NEXT MEETING – Monday 25th September 2023 – 7.15pm - Edna Rose Room, Tarvin Community Centre