

**MINUTES OF A MEETING OF TARVIN PARISH COUNCIL HELD IN THE WILKINSON LOUNGE, TARVIN COMMUNITY CENTRE ON MONDAY 19TH AUGUST 2024.**

**PRESENT:**

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

**IN ATTENDANCE:**

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

**APOLOGIES AND REASONS FOR ABSENCE:**

Councillor P Twigg (family commitment)  
Councillor M Williams (holiday)  
Cheshire West and Chester Council – Councillor T Cooper

**24/092 DECLARATIONS OF INTEREST, DISCLOSABLE PECUNIARY INTERESTS, AND DISPENSATIONS**

**24/092.1 New Written Requests for Dispensations**

There were no new requests.

**24/092.2 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 a potential interest in Minute 24/106 as she lived close to where development was expected.  
No other declarations were made.

**24/093 OPEN FORUM**

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

**24/094 MINUTES OF THE MEETING HELD ON 22ND JULY 2024.**

**RESOLVED:** that the minutes of the meeting held on 22nd July 2024 be signed by the Chairman of the meeting as a correct record.

**24/095 REPORTS ON MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 22ND JULY 2024 NOT COVERED BY THE AGENDA**

**24/095.1 Letter to Police and Crime Commissioner (Previous Minute 24/087.1f)**

The Police had responded indicating that nothing had changed or was scheduled to change. The reference about wider area had been included in the e-mail because if there was a significant urgent issue in a particular area then PCSOs would be pulled out to that area to deal with that issue. The e-mail was intended to be about encouraging everyone to report issues and receive updates online.

The meeting noted that the Clerk had obtained the following online:

In May 2024 there were 9 recorded crimes in Tarvin Parish - 3 criminal damage (2 Hunters Drive, 1 Fairfax Avenue), 2 anti-social behaviour (1 Deansway 1 Gerard Close), 2 burglaries (1 off Lower High Street, 1 Crossfields), 2 violence and sexual offences (Gibson Close).

In June 2024 there were 4 recorded crimes in Tarvin Parish - 1 vehicle crime Deansway, 1 public order Hallfields Road, 1 theft High Street, 1 other crime Tarporley Road.

**24/095.2 Tarvin Gardening Club Annual Show (Previous Minute 24/087.3)**

The meeting noted that Councillor Lush had presented the prizes at the show on 17th August.

**24/096 RESIGNATION OF COUNCILLOR**

It was reported that Duncan Howorth had resigned as a Councillor on 6th August 2024. The Clerk had notified Cheshire West and Chester Council and published a notice on 13th August stating that any ten residents could call an election by requesting one in writing within 14 working days once the notice had been published. Should an election not be called the Clerk would be publishing a notice asking for volunteers in order that co-option could take place at the September Council meeting.

**24/097 APPOINTMENT OF A VICE CHAIRMAN**

**RESOLVED:** that Councillor Lush be appointed to May 2025.

**24/098 PLANNING MATTERS**

**24/098.1 Planning Applications**

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

**24/02193/FUL** - Erection of single storey detached garage with car port (resubmission of 18/01426/FUL) - Brook House Farm, Kelsall Road, Chester

Comment: No objection

**24/02192/LDC** – Lawful development certificate for the construction of existing hardstanding - Broomheath Cottage, Platts Lane, Tarvin

Comment: F.2 Development is permitted by Class F subject to the condition that where -  
(a) the hard surface would be situated on land between a wall forming the principal elevation of the dwellinghouse and a highway, IT IS NOT and  
(b) the area of ground covered by the hard surface, or the area of hard surface replaced, would exceed 5 square metres, either the hard surface shall be made of porous materials, or provision shall be made to direct run-off water from the hard surface to a permeable or porous area or surface within the curtilage of the dwellinghouse N/A AS (a) DOES NOT APPLY

**24/098.2 Notices**

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

**24/00805/LBC** – Remove existing metal steps that allow access to the property from the pavement on the street and replace with set of steps faced in sandstone and bricks, replace existing upstairs bedroom window at the front of the property – Rock Cottage, 86a High Street, Tarvin - **PERMISSION**

**24/01801/CAT** - Felling of an overgrown Holly tree, as the roots are damaging the sandstone wall, pushing it out - Land in Front of St Andrews Church and War Memorial, Church Street, Tarvin – **CWaC have no objection to the removal of the tree.**

**24/01923/FUL** - Part single and two storey side extension, first floor rear extension – 16 Hallfields Road, Tarvin - **PERMISSION**

#### **24/099 KING GEORGE V PLAYING FIELD**

**24/099.1 Water Plus – Drain** (Previous Minute 24/080.1)

Councillor Ryan reported that the work would be carried out on the same day as the defibrillator was installed outside the Community Centre.

**24/099.2 Football Pitch Improvement Work** (Previous Minute 24/080.2)

The work to sand, topdress, verti drain, feed and seed had been carried out on 8th and 9th August.

#### **24/100 DEFIBRILLATORS**

**24/100.1 Outside Tarvin Community Centre**

The matter had not been progressed. Councillor Ryan was hopeful that it would be completed by the end of September.

**24/100.2 High Street**

The new battery and pads had been installed. The machine was working, and Councillor Buckley was carrying out the weekly checks. The case was rusty and ought to be replaced in the near future

**RESOLVED:** to make a decision on the rusty case when the work for the defibrillator outside the community centre had been paid for and it was known whether there was any money left in the budget.

#### **24/101 ROAD SAFETY**

**Vehicle Activated Signage**

The contractor had been instructed to manufacture a sign showing 40 and it was expected that it would be installed before the end of September. Highways were consulting with residents on Willington Road. One resident had raised concerns with the Clerk, but a decision from Highways was awaited.

**RESOLVED (24/101.1):** to prepare a document to be delivered to all households covering speeding issues, what Council has tried to do, and what Highways will not allow.

**RESOLVED (24/101.2):** that the Clerk ask Highways what their policy is regarding speed bumps

#### **24/102 TREE - CHURCH STREET TARVIN**

The resident had offered to remove the tree, but not the stump, at no cost to Council and by working from the unadopted lane rather than the public highway.

**RESOLVED (24/102.1):** that the resident be asked to remove the tree.

**RESOLVED (24/102.2):** that the residents living along the unadopted path leading to the farm be notified that the lane may be partially blocked when the tree is being removed.

#### **24/103 OFFICIAL E-MAIL ADDRESSES**

Councillor Ford reported that three very similar quotes had been received for a gov.uk e-mail address for the Clerk and website.

**RESOLVED:** that the Clerk ask other Cheshire Councils who had gov.uk addresses whether they had a preference for supplier.

## **24/104 CHESHIRE WEST AND CHESTER COUNCIL HOUSEHOLD WASTE RECYCLING CENTRES CONSULTATION**

Councillor Butler provided a detailed explanation of the presentation that he had attended. Anyone wishing to respond to the consultation needed to do so by 1st September 2024.

## **24/105 DRAINAGE – OSCROFT**

A Cross Lanes resident had again complained about water running along Cross Lanes from his property to the bridge. It was reported that the matter had been passed to Borough Councillor Cooper who had visited the resident. A solution to the problem was awaited.

## **24/106 NATIONAL PLANNING POLICY FRAMEWORK**

The Government were proposing to reform the NPPF and Councils were being encouraged to respond to the consultation through the National Association of Local Councils, Campaign to Protect Rural England, and Cheshire West and Chester Council. **RESOLVED:** that Councillors meet to work through the 103-question document prepared by NALC providing that at least four Councillors were available to meet.

## **24/107 PARISH AUTUMN CLEAN UP**

The meeting noted that the next clean up would be held on Saturday 19th October.

## **24/108 CLERK'S REPORT/CORRESPONDENCE**

**24/108.1** 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. Information Commissioner's Office – Newsletter August 2024
- c. Cheshire Police – Local policing Newsletters Summer 2024
- d. e-mail from resident expressing concerns about the speed of traffic using Lower High Street plus a follow up e-mail of explanation for first e-mail.
- e. Details of the speed check carried out by Highways at Lower High Street.

The analysis showed that a significant number of motorists were exceeding the speed limit.

**RESOLVED:** that the Clerk inform Highways that Council considers that more 20mph repeater signs should be fitted to lampposts and that appropriate marking on the road was another option.

- f. Cheshire West and Chester Council Housing Strategy Consultation

**24/108.2** Correspondence with two Parish residents.

The meeting noted that the Clerk had received and responded to separate requests regarding the former defibrillator project at the Sheaf. The following had been provided as requested:

- Confirmation that the Council would not make any financial contribution to the project at the Sheaf.
- Confirmation of the financial contribution made by Council to the AED at Oscroft.

## **24/109 FINANCIAL MATTERS**

### **24/109.1 July 2024 Payments and Payments between meetings**

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

**24/109.2 RESOLVED:** that the following payments made since the last meeting be confirmed:

**Payments between meetings**

<b>Payee and Detail</b>	<b>Amount to be paid inc. VAT</b>	<b>Amount net of VAT (charge against budget)</b>	<b>Budget Provision available before payment</b>
<b>Water Plus Ltd</b> Water King George V Playing Field – 11th July to 10th August 2024	<b>39.52</b>	39.52	194.60

**24/109.3 RESOLVED:** that the following payments be authorised, and that payments be made by internet banking:

<b>Payee and Detail</b>	<b>Amount to be paid inc. VAT</b>	<b>Amount net of VAT (charge against budget)</b>	<b>Budget Provision available before payment</b>
<b>Botanica Landscapes Ltd</b> Grass Cutting July 2024 £624.00.	<b>624.00</b>	520.00	2,870.00
<b>PKF Littlejohn</b> External Audit Year to March 2024	<b>378.00</b>	315.00	291.50
<b>Morrall Play Services Ltd</b> Annual Independent Inspection of the play equipment on the King George V Playing Field.	<b>114.00</b>	95.00	3,000.00
<b>Payroll August 2024</b>	<b>1,558.32</b>	1,558.32	19,892.83

**24/109.4 Direct Debits**

The meeting noted the following direct debit payments:

British Telecom Plc – 29th July 2024 – Telephone and Internet July 2024 – two venues – £133.59.

Sage Global Services Ltd - 6th August 2024 - Payroll Software August 2024 - £12.00

**24/109.5 External Audit**

The External Audit had been completed and the Annual Return had been returned to the Clerk. There were no issues.

**RESOLVED:** that the Annual Return including the certificate signed by the External Auditor be approved and accepted by Council.

The meeting noted that the completed Annual Return had been published on Council’s website and Noticeboards.

**24/110 LIST OF OUTSTANDING ITEMS**

The list was noted.

**24/111 ITEMS FOR PUBLICATION**

New Councillor, Lower High Street, Household Waste, Tarvinonline, article re policing, National Planning Policy Framework

**24/112 DATE OF NEXT MEETING** – Monday 23rd September 2024 – 7.15pm – Edna Rose Room, Tarvin Community Centre