

MINUTES OF A MEETING OF TARVIN PARISH COUNCIL HELD IN THE EDNA ROSE ROOM, TARVIN COMMUNITY CENTRE ON MONDAY 24TH JUNE 2024.

PRESENT:

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

IN ATTENDANCE:

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

APOLOGIES AND REASONS FOR ABSENCE:

Councillor M Butler (holiday)
Councillor S Dutton (holiday)

24/052 DECLARATIONS OF INTEREST, DISCLOSABLE PECUNIARY INTERESTS, AND DISPENSATIONS

24/052.1 New Written Requests for Dispensations

There were no new requests.

24/052.2 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. No such declarations were made.

24/053 OPEN FORUM

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

24/054 PARISH COUNCIL MEETING

RESOLVED: that the Council meeting be reconvened.

24/055 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)

A resident from Lower High Street had complained about the dangers of living there. She was concerned about the speed of traffic along that part of the street and also the damage that had been caused to parked cars. She had told the meeting that she had asked Highways to consider double yellow lines and she wished to know what Council could do to solve the problem. The Chairman had responded saying that the issue was well known, speeds had been monitored, Highways had visited the road and Council had encouraged Cheshire West civil enforcement team to visit Tarvin to monitor illegal parking and issue penalty notices when appropriate. He couldn't suggest what further action could be taken apart from more speed monitoring.

24/056 MINUTES OF THE MEETING HELD ON 20TH MAY 2024.

RESOLVED: that the minutes of the meeting held on 20th May 2024 be signed by the Chairman of the meeting as a correct record.

24/057 REPORTS ON MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 20TH MAY 2024 NOT COVERED BY THE AGENDA

24/057.1 Shared User Path A54 (Previous Minute 24/034.1)

Poor weather had prevented the work taking place on 23rd May. It had been carried out on 6th June and the following report had been received:

“Five Tarvin residents (all cyclists) spent 3 hours siding SUP alongside A54. We completed most of the stretch we had targeted. Two CWaC employees met us at 9:30 to receive the paperwork and provide tools. They collected spoil during the morning which we put in supplied bags. We were filmed and a short H&S video will be made to send out to similar volunteer groups. CWaC noted that the field hedge and its undergrowth were also obstructing the SUP and they will be getting in touch with the landowner.”

24/057.2 Budgens Opening Times and Signage (Previous Minute 24/048.1)

The advertising signage had been removed but it was not known whether the business was sticking to the approved hours.

24/057.3 Request from resident (Previous Minute 24/032.1)

Councillor Lush reported that the Planning Department had confirmed that planning permission was not required.

24/057.4 Container for Tarvin Athletic FC (Previous Minute 24/038.3)

Councillor Lush reported that he was arranging for a container to be positioned within the grounds of the Community Centre.

24/057.5 Local Plan (Previous Minute 24/043e)

Councillors Lush and Williams had attended an interesting and useful session.

24/058 PLANNING MATTERS

24/058.1 Planning Applications

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

24/01270/FUL - Erection of first floor front extension and external alterations – 75 Crossfields, Tarvin

Comment: No objection

24/01321/FUL - Change of use of part of plantation to a mix of plantation and natural burial ground - Williams Wood, Broomheath Lane, Bruen Stapleford

Comment: No objection

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

Comment: We support the application

24/058.2 Notices

24/00013/FUL – The demolition of the existing farmhouse and erection of one new detached dwelling – The Limes, Holme Street, Tarvin - **REFUSED**

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

23/03913/FUL - Demolition of two outbuildings and erection of a swimming pool building - Well House Weetwood – **PERMISSION**

24/01032/FUL – Single storey rear extension – Greenacre Garage, Church Street, Tarvin - **PERMISSION**

24/01104/FUL – Conversion of existing shop into one dwelling. Removal of ground floor door in No 32, new windows and rear door, and additional first floor window and gates to side – 32 - 34 High Street, Tarvin - **PERMISSION**

24/059 DEALING WITH FUTURE PLANNING APPLICATIONS

RESOLVED: that the following rota cover the five-month trial period:

Meeting Month	Councillor	Councillor
July	Twigg	Butler
August	Dutton	Howorth
September	Lush	Poole
October	Ryan	Sheppard
November	Buckley	Williams

24/060 KING GEORGE V PLAYING FIELD

24/060.1 Annual Independent Inspection of Play Equipment

The detailed report did not highlight any urgent work. There were a number of very small low risk maintenance issues which would be dealt with over the coming months.

24/060.2 Water Plus

24/060.2.1 RESOLVED: to accept a quotation of £675.00 plus VAT to install a drain at the water meter which would resolve the problem of the meter being permanently covered by water.

The funding would be taken from the Contingency Fund (£250.00) and General Repairs (£425.00)

24/060.2.2 Correspondence (Previous Minute 24/038.3.2)

Correspondence continued but with little progress. A copy of the Trust Deed for the field had been sent to Water Plus along with a copy of the lease and licence between the Parish Council and Bowling Club.

24/060.3 CCTV at Scout Hut

The quotation for trunking the CCTV wiring had amounted to £160.00 plus consumables. This had been accepted and the work had been completed on 29th May.

24/060.4 Meeting with Cheshire West and Chester Council (Previous Minute 24/032.2)

Councillor Twigg and the Clerk had met with a landscape architect on 21st May after which some planned work had been drawn up. A copy of the proposed improvements is attached to the minutes under Appendix 1.

24/060.5 Tarvin Primary School

The meeting noted that the Primary School sports day had been postponed due to poor weather and had been re-scheduled for Friday 28th June.

24/061 DEFIBRILLATORS

24/061.1 Outside Tarvin Community Centre

The quotation to supply and install the support frame for the defibrillator had amounted to £675.00. The quote had been accepted by the Clerk and Chairman as the price was within budget and the work had been completed on 3rd June 2024.

24/061.2 High Street

The new battery and pads were still awaited.

24/061.3 The Sheaf

Correspondence from two residents was considered.

RESOLVED: that the Clerk inform the residents that Council would not be making a financial contribution towards a defibrillator.

24/062 ROAD SAFETY

Vehicle Activated Signage

The manufacturer had confirmed that the 40 sign could not be changed to a 30 if Council chose a different location. Highways had received a verbal positive response from the resident on Shay Lane, but a written response was necessary and had been requested.

24/063 WALL AND TREE CHURCH STREET

24/063.1 The application to fell the tree had been submitted to Cheshire West and Chester Council and considered earlier in the meeting.

24/063.2 The Clerk and Councillor Twigg were taking advice regarding the best way of registering the land and had been advised that an application for Adverse Possession would be necessary. A quote was awaited from a local solicitor.

24/064 OFFICIAL E-MAIL ADDRESSES

The Clerk had attended an online Parish Council Domains Helper Service introductory session on 19th June. The meeting noted that at the present time it was not compulsory for a Parish Council to move to.gov.uk addresses but was “recommended best practice”. The £100.00 Government funding would only be available during this financial year. Costs would vary depending on the size of a Council, which Approved Registrar was chosen, and what changes were required to what was existing in terms of a website.

RESOLVED: to continue to find out more about the scheme and costs.
Councillors Ford and Sheppard would take the lead.

24/065 SPECIAL PROJECT (Christmas Trees)

Councillor Ford reported that the working party were hoping to have a similar number of trees as last year but with an improved quality of tree, to dress/illuminate four of the trees currently on High Street and decorate the streetlights.

24/066 FINANCIAL STANDING ORDERS

RESOLVED: that the draft finance standing orders presented to the meeting be approved.

24/067 DOG FOULING (Previous Minute 23/258)

The poster competition, highlighting the diseases associated with dog fouling, had taken place. 17 entries had been received and two winners had been chosen. The winners had each received £25 cash and all who had entered had received chocolates. Copies of the winning entries were being displayed on noticeboards.

24/068 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. Correspondence from a Town Planner following the previous meeting.
- c. Correspondence from a resident regarding hedge maintenance and appropriate behaviour
- d. Cheshire West Crowd Funding Round 5 Open
- e. PCSO Hannath – results of speed checks – High Street Tarvin, A51 road
- f. Correspondence/views from a Town Planner regarding two documents that Council published online.
- g. Cheshire Community Action Newsletter - June 2024
- h. Parish Online June 2024 Newsletter
- i. Information Commissioners Office Newsletter June 2024
- j. Cheshire West and Chester Planning – Time frame for commenting on Planning Applications

24/069 TRAINING

The meeting noted that Councillor Ford had attended the briefing on Planning on 30th May.

24/070 PUBLIC NOTICEBOARD

A member of the public had asked for a noticeboard to be installed on Heath Drive close to the school.

RESOLVED: to publicise the suggestion in the next edition of Tarvin Times in order to ascertain the level of interest.

24/071 FINANCIAL MATTERS

24/071.1 May 2024 Payments and Payments between meetings

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

24/071.2 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
Crime Prevention Services Group Ltd Trunking CCTV cabling	218.46	182.05	420.00
Botanica Landscapes Ltd Grass Cutting May 2024	624.00	520.00	3,910.00
Water Plus Ltd Water King George V Playing Field – 11th April to 10th May 2024	39.52	39.52	273.27

24/071.3 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 Community Action	50.00	50.00	308.74

Annual Membership Year to June 2025			
CPRE Annual Membership	36.00	36.00	258.74
Clerk Expenses Qtr. to 30th June 2024 Work at Home Allowance £78.00, Postage £1.70. Microsoft 1 yr. Subscription £79.99. Travel to Cheshire Record Office and Return £5.40	165.09	165.09	697.72
Payroll June 2024	1,604.12	1,604.12	24,633.16
HMRC PAYE and Nat Insce. April to June 2024.	1,577.89	1,577.89	23,029.04

24/071.4 Direct Debits

The meeting noted the following direct debit payments:

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

Sage Global Services Ltd - 6th June 2024 - Payroll Software June 2024 - £9.60

24/072 LIST OF OUTSTANDING ITEMS

The list was noted.

24/073 PUBLICATION OF INFORMATION FOLLOWING MEETINGS

The meeting did not review the process. Topics for publication were Annual Independent Inspection of Play Equipment, Dog Fouling Competition, and planning application 24/00013/FUL.

24/074 DATE OF NEXT MEETING – Monday 22nd July 2024 – 7.15pm - Edna Rose Room, Tarvin Community Centre