

**MINUTES OF A MEETING OF TARVIN PARISH COUNCIL HELD IN THE EDNA ROSE ROOM, TARVIN COMMUNITY CENTRE ON MONDAY 28TH NOVEMBER 2022.**

**PRESENT:**

Councillor E Lush (Vice Chairman and Chairman for the meeting)  
Councillor M Butler  
Councillor D H Cotgreave  
Councillor S Dutton  
Councillor D Howorth (joined the meeting during minute 22/159)  
Councillor S Parker  
Councillor M Pochin  
Councillor P Ryan  
Councillor P Twigg

**IN ATTENDANCE:**

2 Members of the Public  
Parish Council Clerk – Mr M Hassall  
Cheshire West and Chester Council – Councillor H Tonge  
PCSO A Griffiths

**APOLOGIES AND REASONS FOR ABSENCE:**

Councillor R Ford (Chairman) (holiday)  
Cheshire West and Chester Council – Councillor J Leather

**22/146 DECLARATIONS OF INTEREST, DISCLOSABLE PECUNIARY INTERESTS, AND DISPENSATIONS**

**22/146.1 New Written Requests for Dispensations**

There were no new requests.

**22/146.2 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 Cotgreave declared a Disclosable Pecuniary Interest in minute 22/151.2. As the item was for note without discussion it was confirmed that it would not be necessary for him to leave the room. No other declarations were made.

**22/147 OPEN FORUM**

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

**22/148 PARISH COUNCIL MEETING**

**RESOLVED:** that the Council meeting be reconvened.

**22/149 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)

**22/149.1** A member of the public had indicated that he was interested in being co-opted onto the Council and was attending the meeting to learn more about the role.

**22/149.2** Cheshire West and Chester Councillor Tonge had informed the meeting that

**22/149.2.1** the Property Asset Strategy Consultation had closed but the other four referred to at the previous meeting were still open.

**22/149.2.2** any applications to Members Budgets needed to be made by 31st December 2022 and the project must be completed before 31st March 2023.

**22/149.3** PCSO Angela Griffiths had introduced herself as the new PCSO, replacing Wendy Leason who had moved to a different beat. However she reported that there would be a further change in January 2023 as she was leaving to work at the Home Office.

**22/150 MINUTES OF THE MEETING HELD ON 24TH OCTOBER 2022.**

**RESOLVED:** that the minutes of the meeting held on 24th October 2022 be signed by the Chairman of the meeting as a correct record.

**22/151 REPORTS ON MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 24TH OCTOBER 2022 NOT COVERED BY THE AGENDA**

**22/151.1 Christmas Activities** (Previous Minute 22/141.2)

Four sets of lights had been needed and purchased for Oscroft and not three as reported at the previous meeting.

**22/151.2 Definitive Map Application** (Previous Minute 22/134)

The meeting noted that the Clerk had received an e-mail from the resident who had attended the previous meeting indicating that she had met with the independent consultant and he had said that an application could be withdrawn at any time.

**22/151.3 Cheshire Association of Local Councils (ChALC) Annual Meeting** (Previous Minute 22/137)

Councillor Butler provided a report on the meeting. Both the visiting speaker and Chairman of ChALC had highlighted the Civility and Respect project. Nationally there had been growing concerns about the impact bullying, harassment and intimidation was having on Councils, Councillors and staff, and the resulting effectiveness of local councils. In response the Civility and Respect Project had been founded and was being supported by the National Association of Local Councils, Society of Local Council Clerks, and County Associations. Government was being lobbied to re-visit its response to the Committee on Standards in Public Life report on local government ethical standards, including the introduction of tougher sanctions to deal with poor behaviour in local councils. The Chairman of ChALC had reported that the use of average speed cameras was to be trialled in Cheshire with a view to Parish Councils possibly funding them in the future to crackdown on speeding drivers and with the Police and Crime Commissioner budget probably being responsible to maintenance. Trials in Lymm, Plumley, and Acton Bridge were being set up.

**22/151.4 Tarvin AFC** (Previous Minute 22/131)

It was suggested that a copy of the Neighbourhood Plan be forwarded to the working party as soon as it was formed highlighting the recommendation of Tarporley Road as the Council preferred site following the evaluation of seven sites.

**22/152 PLANNING MATTERS**

**22/152.1 Planning Applications**

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

**22/03788/FUL** - First floor side extension and single storey rear extension -2 Park Close, Tarvin

Comment: No Objection

**22/03803/FUL** - Double storey front extension and single storey side extension – 1 Heath Drive, Tarvin

Comment: No Objection

**22/04146/FUL** - Proposed demolition of existing outbuildings and construction of new single storey rear extension – Glendale, Shay Lane, Tarvin

Comment: No Objection

**22/152.2 Notices**

**21/03901/FUL** – Single storey and first floor side extension – 41 Deansway, Tarvin – **PERMISSION**

**22/00220/FUL** - Addition of open porch above front door - 2 Pryors Hayes Barns, Willington Road, Pryors Hayes - **WITHDRAWN**

**22/02009/FUL** - Single Storey rear extension, alteration to windows and addition of roof lights – 60 High Street, Tarvin **PERMISSION**

**22/03014/FUL** - Install an external biomass boiler and steel shipping container to store kiln drying logs - S P and G Blything, Cross Lanes, Oscroft - **PERMISSION**

**22/01450/FUL** – Two storey extension, alteration to change window to a door - Bridge Barn, Ryecroft Lane, Bruen Stapleford - **PERMISSION**

**22/153 KING GEORGE V PLAYING FIELD**

**22/153.1 King George V Playing Field, Tarvin** - Registered Charity No 1083973

The meeting noted that the Clerk had completed the online Annual Return for 2022 with the Charity Commission.

**22/153.2 Tennis Courts**

The resurfacing of the top two courts had started earlier in the day.

**22/153.3 Hedge Cutting**

The hedge cutting had been completed on 25th November.

**22/154 NEIGHBOURHOOD PRIDE SCHEME APPLICATION – FOOTWAY ALONG A51 ROAD**

The application had been approved and orders were being placed by Cheshire West and Chester Council to carry out the work.

**22/155 WAR MEMORIAL**

Concerns had been raised regarding the poor state of part of the war memorial and also the wording.

**RESOLVED:** that the Clerk obtain a quotation with a view to the work being carried out after 1st April 2023.

**22/156 CALENDAR**

**RESOLVED:** – that 2023 Parish Council meetings be held on the following dates:

January	23	July	24
February	27	August	21
March	27	September	25
April	23	October	23
May (Provisional date, due to election)	15	November	27
June	26	December	18

**22/157 REMEMBRANCE SUNDAY**

The contractor had not turned up to close the road due to an administrative error at their end. The full cost of closure was being refunded.

### **22/158 PROPOSED DEFIBRILATOR AT THE SHEAF**

The contractor had confirmed that he was able to provide an electricity feed from the lighting column at the junction with Platts Lane, but because it was pole mounted and the pole belonged to British Telecom it would need to be on its own pedestal. A quotation of £3,950.00 plus VAT had been received.

**RESOLVED (22/158.1):** that Councillor Ryan obtain clarification of the proposed pedestal arrangement on which the defibrillator would be mounted.

**RESOLVED (22/158.2):** that Councillor Ryan obtain an alternative quote for an unlocked defibrillator as it was thought that a grant might be obtained.

**RESOLVED (22/158.3):** that the Clerk make an application to the Borough Councillors Members Budgets for a grant towards the project.

**RESOLVED (22/158.4):** to proceed with the purchase and installation if grants were obtained.

### **22/159 CHESHIRE COMMUNITY ACTION AGM REPORT**

A copy of the report presented to the meeting is attached under Appendix1.

**RESOLVED:** that consideration be given at an appropriate time for a housing needs survey to be carried out in the Parish.

### **22/160 SPEEDING TRAFFIC HOCKENHULL LANE**

The resident who had raised concerns earlier in the year (see Minute 22/056) considered that there had been no improvement whatsoever regarding the speed of vehicles and he was requesting that Council funds the cost of an additional two-way 20mph roundel on the lamppost opposite his house and also request a further one-week installation of the monitoring box on the same lamppost.

**RESOLVED (22/160.1):** not to purchase an additional roundel. It was considered that it would make little or no difference to the speed of traffic.

**RESOLVED (22/160.2):** to ask PCSO Griffiths to use the Speed Indicator Device along Hockenhull Lane regularly to try to encourage drivers to reduce their speed.

### **22/161 VILLAGE QUIZ**

**RESOLVED:** to enter a team in the competition which would be held over two evenings 6th and 13th January 2023.

Councillors Dutton, Ford, Lush, and Twigg offered to make up the team with Councillor Parker acting as reserve.

### **22/162 CLERK'S REPORT/CORRESPONDENCE**

**22/162.1** 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. Information Commissioners Office – Newsletter November 2022
- c. The Eddisbury Report – November 2022
- d. Invitation to attend Scouts AGM – Monday 28th November – 6.30pm

Councillor Howorth had represented Council at the AGM which was why he arrived during the Council meeting.

- e. Neighbourhood Watch Newsletter November 2022
- f. Boundary Commission for England 2023 Boundary Review

g. Cheshire Police – PCSO Wendy Leason had changed beat and PCSO Angela Griffiths was her replacement.

h. ChALC 2023 Virtual Training Schedule

Councillor Butler will be attending the “Finance for Councillors” on 25th January 2023.

i. Cheshire West and Chester Warm, Welcoming Spaces Fund

**RESOLVED:** that the Clerk draw the Welcoming Spaces Fund to the attention of the two churches.

### **22/162.2 Town and Parish Online Connections Event**

The Clerk reported that the May 2023 Elections and the Elections Act 2022 session scheduled for Monday 31st October had been postponed due to Purdah. The new date was Tuesday 20th December from 6pm to 7pm and the Clerk and Councillor Ford would be attending.

### **22/162.3 Tarvin Primary School PTA Project**

It was reported that the PTA were planning with the school to raise money for the school to have a daily mile track around the school field and to incorporate the development of a path from the woodland to the school as part of the project. Developing the use of the rear access to the school from the Woodland would act as a safe and healthier travel option to school.

As part of the project they were looking if there were any grants that would help them finance the project, or potentially grants that they could apply for in conjunction with either Tarvin Community Woodland Trust or the Parish Council.

The school were currently obtaining three quotes and the intention was that these would be available by the end of the Autumn term in order that the launch could take place early in the new year. A representative of the PTA has indicated that they would be happy to attend a Council meeting in the new year to provide further details.

### **22/162.4 Footpath between Tarvin and Great Barrow**

Great Barrow Parish Council had contacted the Clerk to say that some of the stiles within Tarvin Parish were in need of repair.

Councillor Ryan offered to walk along the footpath and confirmed that any stiles that were found to be in need of repair would be reported to Cheshire West and Chester Council.

## **22/163 FINANCIAL MATTERS**

**22/163.1 RESOLVED:** that the following payments made since the October meeting be confirmed:

<b>Payee</b>	<b>Detail</b>	<b>Amount to be Paid</b>
<b>VAT</b>	<b>Net Amount to Charge against budget</b>	<b>Budget available before payment</b>
<b>KDL Groundworks</b>	Replacement Manhole Cover – King George V Playing Field	<b>165.00</b>
0.00	165.00	
<b>Mr J Williamson</b>	Reimbursement of expenditure – Christmas Tree Lights Oscroft	<b>100.00</b>
16.67	83.33	500.00
<b>Deva Print Ltd</b>	Newsletter Winter 2022	<b>185.00</b>
0.00	185.00	
<b>Groundforce Landscape Ltd</b>	Grass Cutting King George V Playing Field + Millennium Garden + Oscroft Green October 2022	<b>488.84</b>
81.47	407.37	
<b>Scottish Power</b>	Electricity Qtr. to September 2022	<b>1,039.06</b>

0.00	1,039.06	0.00
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**22/163.2 RESOLVED:** that the following payments be authorised, and that payments be made by internet banking:

Payee	Detail	Amount to be Paid
VAT	Net Amount to Charge against budget	Budget available before payment
<b>Then Media Ltd</b>	Annual Website Hosting Fee. Year to 31st October 2023	<b>288.00</b>
48.00	240.00	220.53
<b>Society of Local Council Clerks</b>	Membership Fee 2023	<b>177.00</b>
0.00	177.00	204.56
<b>Mr R Briscoe</b>	Christmas Trees 31 x £9.00	<b>279.00</b>
0.00	279.00	416.67
<b>Mr M Pochin</b>	Reimbursement of Expenditure Christmas Tree Batteries	<b>53.97</b>
0.00	53.97	137.67
<b>Payroll</b>	November 2022	<b>1,602.76</b>
0.00	1,602.76	9,614.74

### **22/163.3 Direct Debit**

The meeting noted the following direct debit payments

31st October 2022 – British Telecom Plc - Telephone and Internet October 2022 – two venues – £120.13

7th November 2022 - Sage Global Services Ltd – Payroll Software November 2022 - £8.40

### **22/164 LIST OF OUTSTANDING ITEMS**

The report was noted.

### **22/165 TOPICS FOR PUBLICATION**

Stiles, speeding, war memorial, meeting dates

**22/166 RESOLUTION** – “That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be temporarily excluded and they are instructed to withdraw” (personal data, staff conditions of employment)

### **22/167 STAFF SALARY REVIEW**

The Local Government Association had agreed new rates to be implemented from 1st April 2022.

**RESOLVED:** that the increase be implemented and backdated to 1st April 2022.

**22/168 DATE OF NEXT MEETING** – Monday 19th December 2022 – 7.15pm - Edna Rose Room, Tarvin Community Centre

## APPENDIX 1

### AGM Cheshire Community Action Report of the Vice-Chairman

1. On behalf of the Parish Council (PC) I attended the AGM of Cheshire Community Action (CCA) which was held 16<sup>th</sup> November 2022.
2. For those of you who are not familiar with CCA it is a charity founded in 1930 with 4 broad aims to help rural Cheshire, in particular:
  - Facilitate community led housing and support delivery of affordable housing
  - To support community buildings and assets and enable community engagement
  - Enable better access to health and social care services in a joined up approach
  - Tackle social isolationNowadays the organisation has moved beyond rural communities to take in larger towns and their suburbs but the bulk of activity is in rural communities.  
Current activity is focussed on managing, on behalf of local authorities, contracts being delivered by other charities particularly in the areas of health and education.
3. Currently finances are robust with £167K in the bank. However, there are concerns about the future because of the continued squeeze on local authority finances. Unlike the past the organisation cannot be certain what work is coming their way and therefore their income stream. Added to this uncertainty is the fact that contracts, when they are let by Councils, have to be bid for, at some expense, but with no guarantee of success.
4. Following the AGM formalities there was an interesting presentation by John Heselwood, the CCA Community Housing Development Manager, on Housing needs reports which he has undertaken in many areas.  
A Housing needs survey is delivered to every house to find out
  - How many people have a housing need
  - What is their age
  - The composition and size of their household
  - Reasons for housing need
  - The size and type of housing they need
  - What tenure they are seeking
  - What they can afford
  - What is the nature of their connection with the communityAn assessment of the local housing market, demographic trends and other factors that impact housing needs in a community is also undertaken. This covers such things as
  - Population and age structure change
  - House prices and rent
  - Income levels to assess affordability
  - Dwelling completions and planning permissions
  - Housing register data
5. It seemed to me that the PC could consider engaging the CCA to undertake one of these surveys/assessments as it would provide essential information for updating the Neighbourhood Plan which will soon be 5 years old and therefore should be reviewed. The work would also help the PC respond using evidence to Cheshire West and Chester

who will be or are updating their Local Plan. It should also encourage developers to pay more attention to local needs when preparing proposals. The cost of this work would be up to £5K but could be reduced closer to £3K if the PC delivered surveys and collected them for CCA to analyse.

6. The more up-to-date evidence that is available, the more chance there is of getting homes built that meet local needs. So that the PC can fulfil its community leadership role it is recommended that in the 2023/24 financial year, as a Special Project, a Housing Needs Survey/Assessment be undertaken by CCA. This recommendation to be initially considered by the Finance Working Party as part of their budget deliberations which will take place over the next 3 months.