

**MINUTES OF A MEETING OF TARVIN PARISH COUNCIL HELD IN THE EDNA ROSE ROOM, TARVIN COMMUNITY CENTRE ON MONDAY 27TH NOVEMBER 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 M Williams

**IN ATTENDANCE:**

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

**APOLOGIES AND REASONS FOR ABSENCE:**

Councillor N Poole (out of the area on the day of the meeting)  
Councillor P Twigg (business commitment)

**23/163 DECLARATIONS OF INTEREST, DISCLOSABLE PECUNIARY INTERESTS, AND DISPENSATIONS**

**23/163.1 New Written Requests for Dispensations**

There were no new requests.

**23/163.2 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. Councillors Dutton and Lush declared outside body interests in minute 23/173 as Trustees of Tarvin Community Centre. No other declarations were made.

**23/164 OPEN FORUM**

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

**23/165 PARISH COUNCIL MEETING**

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

**23/166 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)

**23/166.1** Two residents from Holme Street had raised concerns regarding speeding traffic from the A51/A54 roundabout towards Chester and indicated that they would like to see a reduction from 60 to 50mph. Both residents had indicated that they would be interested in being trained by the Parish PCSO to use hand held speed guns and indicated that they would forward their contact details to the Clerk in order that he could pass them on to the PCSO.

**23/166.2** A resident had expressed concerns about the speed of traffic between Oscroft and Willington and considered that a reduction from 60mph was necessary particularly to improve the safety of those walking along that route as there were no footways.

All three residents had been informed that speeding would be made an agenda item at the next Council meeting.

**23/166.3** A resident had presented the Council with a copy of the original agreement regarding the transfer of land now known as the King George V Playing field to the Parish Council. The same resident had stated that he had used the Cheshire West and Chester Council website to report an overgrown hedge and had found it easy to use.

**23/166.4.** Cheshire West and Chester Councillor Lush had reminded the meeting that he still had money in his members' budgets and that any applications should be made as soon as possible as projects would need to be completed by the end of the financial year.

**23/166.5** Two residents had indicated to a Councillor that they had been disappointed with what had been done locally regarding Remembrance Day e.g., no poppies on posts or "Tommy" figures. The meeting had been reminded that Council had deliberately chosen to increase the annual donation to the Royal British Legion rather than decorate the Parish.

### **23/167 MINUTES OF THE MEETING HELD ON 23RD OCTOBER 2023.**

**RESOLVED:** that the minutes of the meeting held on 23rd October 2023 be signed by the Chairman of the meeting as a correct record.

### **23/168 REPORTS ON MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 23RD OCTOBER 2023 NOT COVERED BY THE AGENDA**

#### **23/168.1 Oscroft Clean Up** (Previous Minute 23/146.3)

Ten people had turned out for the litter pick in Oscroft on 28th October.

#### **23/168.2 Heating Pump Greenacre Garage** (Previous Minute 23/147.3.1)

The concern raised at the previous meeting had been reported to Environmental Health who were liaising directly with the resident.

#### **23/168.3 Streetlight Croxton Green** (Previous Minute 23/144)

The streetlight had been reported to Cheshire West and Chester Council, but they had stated that the streetlights on the estate had not yet been adopted so the maintenance and repair of the street lighting was the responsibility of the developer. The resident who had attended the previous Council meeting had been informed.

### **23/169 PLANNING MATTERS**

#### **23/169.1 Planning Applications**

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

**23/03243/TPO** - 1x Oak (T2) - crown raise over car parking bays and road area by 5.2 meters  
1x Oak (T3) - clear branches from playground swing frame ensuring 2-meter clearance. Remove deadwood from over play area - Play Area and Land Adjacent, Gerard Close, Tarvin

Comment: We do not object to the proposal but believe that the work has already been carried out during the last week on one of the trees in the application using Planning Application 23/02903/TPO which was approved on 8th November 2023.

#### **23/169.2 Notices**

**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 - **PERMISSION**

**22/03238/FUL** - Erection of 2no. dwellings and a single storey detached garage - Land at Former Fraser Chadwick Site Bypass Road Tarvin - **PERMISSION**

**23/02903/TPO** - 1x Oak in rear garden - Carry out a crown reduction of 2.5m - 3m to suitable pruning points – The Oaks, 23 Broomheath Lane, Tarvin - **PERMISSION**

**23/02660/FUL** - Garage conversion to form home office - Oak House, Abbeyfield Gardens, Holme Street, Tarvin - **PERMISSION**

**23/01209/FUL** - Replacement office building – Land at All Slates Ltd, Kelsall Road, Tarvin - **PERMISSION**

**23/00954/FUL** - Replacement of 11 metal framed windows with UPVC windows, range to match style and colour of existing windows - including cross bars and monkey tail window latches – Websters Cottage, 39 High Street, Tarvin - **PERMISSION**

### **23/169.3 Appeals**

**23/169.3.1** - 21/03690/FUL - Change of Use of land for use as traveller site consisting of 1 static caravan, 3 trailer caravans, day room, septic tank, and landscaping - Land at Tarporley Road, Tarvin

An appeal had been made to the Secretary of State against the decision of Cheshire West and Chester Council to refuse to grant planning permission for the above proposal. The Planning Inspectorate had set a date for the Hearing – 9th January 2024. All the previous representations and comments would be sent over to the Inspector for consideration.

**23/169.3.2** - 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

An appeal had been made to the Secretary of State against the decision of Cheshire West and Chester Council to refuse to grant planning permission for the above proposal. The appeal to be determined on the basis of written representations. All of the previous representations/comments would be sent over to the Inspector.

**23/169.3.3** - 22/02356/FUL - Erection of closeboard timber fence (retrospective) – 25 Platts Lane, Tarvin

It had been reported at the September 2023 meeting that an appeal had been made to the Secretary of State against the decision of Cheshire West and Chester Council to refuse to grant planning permission for the above proposal. The meeting noted that the appeal had been dismissed.

### **23/170 KING GEORGE V PLAYING FIELD**

#### **23/170.1 Football Goal Posts**

Nothing had been heard regarding the application for funding for the goal posts.

#### **23/170.2 Tarvin Village Fete**

The meeting noted that the Fete committee had booked the field for the 2024 Fete which would be held on 29th June.

### **23/171 ROAD SAFETY**

#### **23/171.1 Signage**

Councillors Ford and Lush along with the Clerk met with Highways on 10th November.

The quote for the two Vehicle Activated signs was as follows:

“Tarporley Road is proposed for install on a lighting column. However, the device at Shay Lane will require post installation/solar unit, which carries an additional cost. Both VAS

would be included in our maintenance schedule for its expected 15-year lifespan, and a commuted sum for maintenance of £3,105 + VAT per location would also need to be funded by the promoter. Therefore, total cost per location is as follows:

Tarporley Rd - £7,276.76 + £3,105.00 (commuted sum) = £10,381.76 + VAT

Shay Lane - £8,740.83 + £3,105.00 (commuted sum) = £11,845.83 + VAT.”

Since that meeting a different contractor, approved by Highways, had been asked to quote and the paperwork was awaited.

**23/171.2 Footway – Tarporley Road**

Streetcare had acknowledged that the work had not been completed but intended to carry out the work before the end of their financial year.

**23/172 DEFIBRILLATOR**

Councillor Ryan provided a brief update. One more quotation was awaited before all the figures could be put to the meeting.

**23/173 CALENDAR**

**RESOLVED** – that 2024 Parish Council meetings be held at Tarvin Community Centre on the following dates:

January	22	July	22
February	26	August	19
March	25	September	23
April	22	October	28
May	20	November	25
June	24	December	16

**23/174 DRAINAGE ISSUES**

Cheshire West and Chester Councillor Cooper provided an update on issues raised at the previous meeting. Councillor Dutton indicated that she would forward Councillor Cooper details of a previous meeting with Unity Utilities in 2021 when former Councillor Tonge had taken the lead.

Concerns regarding issues at Oscroft were mentioned and passed to Councillor Cooper.

**23/175 STREETLIGHTING**

**23/175.1** A report from the Clerk, attached at Appendix 1, was noted, and accepted by the meeting.

**23/175.2** The lighting column outside Dogwood Cottage, Oscroft was on throughout the day, so a contractor had been instructed to carry out a repair.

**23/176 TARVIN VILLAGE CHRISTMAS TREES**

Thirty-one trees had gone up on High Street and Church Street and a number of favourable comments had since been received. The large tree to go up on High Street in front of the Methodist Church would be in place during the coming weekend. One of the residents who had helped put the trees up had made some suggestions for next year and also offered some input.

**RESOLVED:** that Councillor Ford discuss the matter in more detail with the resident.

**23/177 FREEDOM OF THE PARISH**

**RESOLVED:** that the Clerk order an appropriate scroll. The cost was expected to be £99.00 plus VAT.

### **23/178 VILLAGE QUIZ 2024**

**RESOLVED:** that Council enter a team. Councillors Butler, Dutton, Ford, Lush, Ryan, and Williams volunteered.

### **23/179 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 (ChALC) – E Bulletins.
  - b. Cheshire West and Chester Council (CWaC) – Budget Consultation.
  - c. Tarporley War Memorial Hospital AGM - Thursday 16th November 2023 – 6.30 to 8pm.
  - d. Car parking charges at George and Dragon Public House – e-mail from local resident.
  - e. Police & Crime Commissioner Newsletter
  - f. Police & Crime Commissioner - Independent survey for women and girls
  - g. Information Commissioner's Office – Newsletter November 2023
  - h. Invitation to attend 1st Tarvin Scouts review of the year and AGM - Monday 20th November, 6:20 pm. Councillor Howorth had represented Council. The meeting noted the following:
    - o Fair turnout - beavers/cubs/scouts/young leaders/adult leaders and parents.
    - o Some of the young leaders had done a great job this summer clearing out unwanted stuff - old tents and so on
    - o Sound absorbing panels had been fitted to one side of the hall and seem to be working well so may also be fitted to the "guide" side of the hall.
    - o The air rifle shooting gallery was now up and running.
    - o All motions to approve accounts/trustees etc carried unanimously.
    - o They would like a volunteer to be secretary and another to be a trustee - preferably someone with a link to beavers/cubs/scouts.
  - i. Neighbourhood Watch Newsletter November 2023
  - j. Meeting with the Police and Crime Commissioner - Wednesday 29th November – 6pm to 7.30pm - Police HQ, Clemonds Hey, Oakmere Road, Winsford CW7 2UA. Councillor Williams would be attending.
  - k. CWaC – Driving Change – Ellesmere Port Civic Hall – 4th December 2023 – from 9am.
  - l. Cheshire Community Action - UK Shared Prosperity Fund (UKSPF) awareness session - 16th November 2023 – 2 to 3pm
  - m. SLCC - Commenting on Local Planning Applications - Guidance in respect of climate change
  - n. Tarporley War Memorial Hospital Trust – Autumn Newsletter 2023.
  - o. CPRE - Cheshire Viewpoint - Autumn 2023
  - p. CWaC – Let's talk about Transport.
  - q. PCSO Hannath – Beat Newsletter November 2023.
  - r. CWaC – Highways Maintenance Report for Overview and Scrutiny Committee
- RESOLVED:** that the Highways Maintenance Report be published on Council's website.

### **23/180 FINANCIAL MATTERS**

#### **23/180.1 October 2023 Payments and Payments between meetings**

Councillor Ford had not yet checked the bank statement.

**23/180.2 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>Groundforce Landscape Ltd</b> Grass Cutting King George V Playing Field + Millennium Garden + Oscroft Green – October 2023	<b>610.55</b>	508.79	869.89
<b>Amberon Ltd</b> Road closure for Remembrance Sunday	<b>288.00</b>	240.00	400.00
<b>Deva Print Ltd</b> Printing Newsletter	<b>185.00</b>	185.00	615.00

**23/180.3 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>ThenMedia Ltd</b> Website Hosting Charge – November 23 to October 24.	<b>288.00</b>	240.00	304.19
<b>Mr R Ford</b> Re-imburement of Expenditure – Batteries for Christmas Tree lights £44.08 Christmas Tree Lights £65.44	<b>109.52</b>	109.52	500.00
<b>Society of Local Council Clerks</b> Membership Fee 2024	<b>188.00</b>	188.00	180.27
<b>Water Plus Ltd</b> Water King George V Playing Field – 20th October to 19th November 2023	<b>36.66</b>	36.66	58.30
<b>Payroll</b> November 2023	<b>1,525.02</b>	1,525.02	12,723.74
<b>Mr R Briscoe</b> 31 x 4ft Christmas Trees	<b>279.00</b>	279.00	390.48

**23/180.4 Direct Debits**

The meeting noted the following direct debit payments:

30th October 2023 – British Telecom Plc - Telephone and Internet October 2023 – two venues – £122.59. 6th November 2023 - Sage Global Services Ltd – Payroll Software November 2023 - £9.60

**23/181 LIST OF OUTSTANDING ITEMS**

The report was noted.

**23/182 TOPICS FOR PUBLICATION**

Streetlight Croxton Green, Travellers' site, Budgens update, Freedom of the Parish Highways Report

**23/183 DATE OF NEXT MEETING** – Monday 18th December 2023 – 7.15pm - Edna Rose Room, Tarvin Community Centre

**23/184 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)

**23/185 STAFF TERMS OF EMPLOYMENT**

**RESOLVED:** that the increase and new pay rates recommended by NALC be implemented and backdated to April 2023.

**Appendix 1**

**ELECTRICITY SUPPLY**

An unmetered supply is a supply of electricity to a particular item of equipment, such as streetlights, that is connected to the distribution network without a meter.

For an unmetered electrical supply to be connected to the distribution network it must meet the following criteria:

- The electrical load is of a predictable nature and either;
- the electrical load is less than 500 watts and/or;
- it is not practical for a supply of electricity to be given through an appropriate meter at the premises because:
- the anticipated metering costs would be significantly higher than the cost of the electricity being used by the equipment installed.
- There would be significant technical difficulties associated with installing a meter.
- Operation of law would prohibit or make excessively difficult the provision of a meter.

In addition, and in line with guidance from ELEXON the electricity industry governing body that oversees trading arrangements, an approved charge code must also be in place for each item of equipment that is being connected. A connection agreement must be signed, which is a formal agreement between the user and Northern Powergrid (NP). That agreement states that the user agrees with the terms and conditions of an unmetered supply. This must be done before the new connection and the energisation of the equipment is completed.

Tarvin Parish Council (TPC) meets the above and an agreement was signed in August 1973. Between the years 1998 and 2002 TPC suffered many difficulties, mainly due to having three different Clerks during that period, one of whom lost or destroyed many old records. In 2003 the present Clerk wrote to Scottish Power (SP) instructing them to change the address in their records to the present address. Whilst SP changed the address for invoicing they failed to change the address for correspondence, and that has only come to light this year. Council will be aware that earlier in the year SP kept telling the Clerk to wait for the annual form to complete and the Clerk kept saying that he hadn't received one in 20 years. SP had continued to send correspondence to the Kelsall address on their records but because they never received a reply after a number of years

they decided to close their records for TPC and informed NP that TPC no longer had any streetlights. TPC therefore, through no fault of their own, had their registration cancelled. The Clerk has re-registered and received a certificate confirming this by e-mail but – it was addressed to the address that Council stopped using in 1998. Scottish Power have again been instructed to correct the address on their records.

There are two types of unmetered supplies – Half Hourly and Non-Half Hourly. The PC is registered for the Non-Half Hourly which is the cheaper option. The non-half hourly recording of consumption uses an estimated number of annual hours that each type of equipment is consuming energy for. These hours are published by ELEXON in its directory. Northern Powergrid (NP) is responsible for calculating the Non-Half hourly consumption information and providing it to the supplier who then calculates and issues an invoice to TPC based on the information from NP.

The number of streetlighting columns, their positions, and details of wattage have been agreed with SP. All streetlights are LED and all are 18 wattage. Locations are as follows:

Location	Number
Lower High Street Tarvin	5
King George V Playing Field Tarvin	2
Cross Lanes and The Green Oscroft	6
Shay Lane Oscroft	3
Pool Lane Tarvin	1
Barrow Lane Tarvin	1
Austins Hill Tarvin	1
Sheaf	2
Off Gowry Crescent Tarvin	2
Shay Lane Oscroft – not used since 2010	1
	24

NB Council is not being charged for the streetlight which has not been used since 2010.  
MH November 2023