

MINUTES OF A MEETING OF TARVIN PARISH COUNCIL HELD IN THE EDNA ROSE ROOM, TARVIN COMMUNITY CENTRE ON MONDAY 25TH NOVEMBER 2024.

PRESENT:

Councillor E Lush (Chairman of the meeting and Cheshire West and Chester Council Councillor)
Councillor P Buckley
Councillor M Butler
Councillor S Dutton
Councillor N Poole
Councillor A Sheppard
Councillor M Williams

IN ATTENDANCE:

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

APOLOGIES AND REASONS FOR ABSENCE:

Councillor R Ford (Chairman) (holiday)
Councillor P Ryan (family commitment)
Councillor P Twigg (family commitment)
Cheshire West and Chester Council – Councillor T Cooper

24/160 DECLARATIONS OF INTEREST, DISCLOSABLE PECUNIARY INTERESTS, AND DISPENSATIONS

24/160.1 New Written Requests for Dispensations

There were no new requests.

24/160.2 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.

24/161 OPEN FORUM

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

24/162 MINUTES OF THE MEETING HELD ON 28TH OCTOBER 2024.

RESOLVED: that the minutes of the meeting held on 28th October 2024 be signed by the Chairman of the meeting as a correct record.

24/163 REPORTS ON MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 28TH OCTOBER 2024 NOT COVERED BY THE AGENDA

24/163.1 Tree - Church Street Tarvin (Previous Minute 24/146)

Councillor Ryan had provided an update by e-mail. Some progress had been made in removing overgrown shrubs, saplings, and the mass of ivy which smothered the area. There was a gap at the end of the holly hedge which would need to be planted with holly during the dormant season. A quote of £180.00 had been obtained for the purchase of twelve plants.

RESOLVED: that the sum of £500.00 be approved to cover all the work required to complete the work with the money being taken from the Community Infrastructure Levy fund.

24/163.2 Connections Meeting 13th November 2024 (Previous Minute 24/155.1f)

Councillors Butler and Sheppard provided a comprehensive update on the meeting that had been hosted by the Cheshire West and Chester Council Chief Executive and Director of Transport. Items covered included future proposals including a Northgate 2 development, devolving some services down to Parish Councils, and a question-and-answer session covering points raised by Parish Councils. Copies of some of the documents had been promised but not yet received.

RESOLVED: that Councillor Butler request the promised documents.

24/164 CO-OPTION OF COUNCILLOR

There had not been any applications so the post would continue to be advertised.

24/165 PLANNING MATTERS

24/165.1 Planning Applications

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

24/03171/S73 – Erection of 2no. dwellings and a single storey detached garage. This application is to vary condition 2 (approved plans) of planning permission 22/03238/FUL - Land At Former Fraser Chadwick Site, Bye Pass Road, Tarvin

Comment: We continue to have concerns regarding the safe access and egress to the site and in particular the ability for vehicles (residents/visitors and deliveries) to manoeuvre within the site in order to leave in a forward direction safely onto the main road.

24/165.2 Notices

24/00425/FUL - Demolition of bungalow and erection of three detached dwellings and widening of existing access – Greystones, Church Street, Tarvin - **PERMISSION**

24/02571/FUL - Two storey rear extension, single storey front and rear extensions, pitched roof to front dormer, render to ground floor front and north-west side elevations - The Swallows, Shay Lane, Oscroft - **PERMISSION**

24/165.3 Dealing with Planning Applications

RESOLVED: that the following Rota be approved:

Meeting Month	Councillor	Councillor
December	Twigg	Butler
January	Dutton	Ford
February	Lush	Poole
March	Ryan	Sheppard
April	Buckley	Williams

24/166 KING GEORGE V PLAYING FIELD

24/166.1 Water Plus – Drain (Previous Minute 24/143.1)

Councillor Ryan had reported by e-mail that he was expecting the work to be carried out during the next two weeks.

24/166.2 Grass Matting (Previous Minute 24/143.2)

This matter had not been progressed.

24/166.3 “Happy to Chat” Bench – Co-op Community Fund

The sum of £1,735.20 had been received for a “Happy to Chat” bench for the field.

RESOLVED: that Councillors Twigg and Williams obtain a quotation

24/166.4 Scout and Guide Group – Request for advertising

The Scouts had written requesting permission to mount an A2 size sign on the wall of their building displaying the words Tarvin AFC Welcome.

RESOLVED: that the request be approved.

24/167 DEFIBRILLATORS

24/167.1 Outside Tarvin Community Centre

The work had been completed and the defibrillator was live.

24/167.2 High Street

Councillor Ryan had been looking into the cost of new cabinets. Quotes of £459.99, £475, and £525 all plus VAT had been seen online.

RESOLVED: that a new cabinet be purchased using the funding left from the defibrillator project.

24/168 ROAD SAFETY

Vehicle Activated Signage

24/168.1 Vehicle Activated Signage – Willington Road

Highways had received a complaint regarding the suggestion of installing signage next to the property Claddagh. They would be visiting the complainant during the next few days to try to get the resident to withdraw the complaint.

RESOLVED: that the Clerk ask Highways what criteria they use when assessing these complaints.

24/168.2 Vehicle Activated Signage – Tarpoley Road

The equipment had been working when the contractor checked it. They were a little concerned about the tree overhanging the road in so far as if it was windy the moving branches may prevent the equipment from picking up a vehicle.

24/169 STREETLIGHTING

A fourth Parish Council owned streetlight had been reported as not working correctly, opposite 13 Shay Lane. The meeting noted that the Clerk was struggling to find a contractor with the necessary licence who was prepared to carry out the repairs.

24/170 CHRISTMAS TREES

Councillor Poole confirmed that everything was ready for the installation and decorating to take place on Sunday 1st December, 9.00am onwards. He had attended the 1st Tarvin Scouts review of the year and AGM and following a request for help six young people had volunteered and each would be supported by a parent.

24/171 DRAINAGE – OSCROFT

An update from Cheshire West and Chester Councillor Cooper was awaited.

24/172 COUNCIL MEETINGS 2025

RESOLVED: that 2025 Parish Council meetings be held on the following dates:

January	27	July	28
February	24	August	18
March	24	September	22

April	28	October	27
May	19	November	24
June	23	December	15

24/173 ChALC COMMUNICATION SURVEY

RESOLVED: that the Clerk complete the survey. Councillors were asked to forward any comments to the Clerk by 29th November.

24/174 TARVIN VILLAGE QUIZ 2025

The Village Quiz would be taking place on Friday 10th January. The meeting noted that to date Councillors Dutton, Ford, Poole, and Williams had volunteered.

24/175 CLERK’S REPORT/CORRESPONDENCE

24/175.1 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 November 2024
- c. Ofgem Changes to Unmetered supply streetlights.
- d. Parish Online Newsletter No 53
- e. Town and Parish Connections Online Meeting: Climate Change Consultation 10th December 6pm to 7pm
- f. CWaC – Design Code Update

24/175.2 Recorded Crime

The meeting noted that in September 2024 there were 5 recorded crimes in Tarvin Parish - 1 anti-social behaviour (Hallfields Road), 3 violence and sexual offences (Kelsall Road, Gerard Close, Heath Drive), 1 burglary (Sandy Lane).

24/175.3 Highways Volunteer Scheme

A team of volunteers had carried out their fourth piece of work on 8th November 2024 and the following report had been received:

“7 of us turned out last Friday to clear the SUP coming up Holme Street from Tarvin roundabout. It was a bigger job than we anticipated - years of detritus against the wall took some shifting. We managed to get as far as the post box in the wall by Grosvenor Road and will finish clearing the path during our next session in Jan/Feb. We did however trim the hedges up as far as the Challenor’s field entrance. CWaC Highways removed all green waste we generated and some fly tipping by the roundabout.

We asked Highways if they would make contact with the residents whose holly hedges partially obstruct the footpath further up Holme Street.

We also asked for additional repeater SUP signage where we have cleared paths recently so that the paths are more clearly marked as Shared Use. Apparently though, apart from no budget available, SUP signage only needs to be every 600m which it probably is already, unfortunately.”

RESOLVED: that the Clerk writes to the team thanking them for positive contributions

24/175.4 Volunteering for the Duke of Edinburgh Award (Previous Minute 23/236.2 February 2024)

One of the young people had completed their 6 months of litter picking and the Clerk had completed the assessor report. The youngster had included the following in an e-mail to the Clerk:

“I have noticed a few things from my litter picking which I thought you would be interested in. The biggest issue is always dog poo bags, stuffed in hedges or squished on the ground. On the Rec and Townfield Lane, drinks cans were always littered about, but

Townfield Lane did seem to get tidier as time went. The main road always has a lot of fast-food wrappers which have been thrown from cars, and also car debris, we found tyre once! One place that is especially messy is between the Woodland Walks on Hockenhull Lane, where the cars park up before the gate for the bypass. There is always a lot of alcohol bottles and food packets. People must sit in the woodland and leave their litter behind. One time my sister and I found a “drug den” which had a lot of packets and wrappers with suspicious symbols on them. This was on the Bridleway next to the Woodland.

I have enjoyed my litter picking experience and hope it has made a small difference to our community.”

RESOLVED: that the Clerk write thanking the young resident for the work that he had undertaken and report that he had written.

24/176 FINANCIAL MATTERS

24/176.1 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
Botanica Landscapes Ltd Grass Cutting £520.00. Hedge Cutting £745.00. Both King George V Playing Field October 2024.	1,518.00	1,265.00	1,770.00
Mr R Ford Christmas Tree Lights	68.24	68.24	429.90
ThenMedia Ltd Website Hosting Charge – November 24 to October 25.	288.00	240.00	710.00
Society of Local Council Clerks Membership Fee 2025	240.00	240.00	187.74
Mr P Ryan Materials purchased re Defibrillator outside Community Centre	74.55	74.55	2363.70
Payroll November 2024	1,558.32	1,558.32	13,548.18

24/176.2 Direct Debits

The meeting noted the following direct debit payments:

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

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

24/176.3 Correspondence from Lloyds Bank plc

A letter had been received indicating that Council’s Treasurers Account was being changed to a Community Account from 14th January 2025. From that date the following charges would apply for using the account - £5.25 per month plus day-to-day banking charges for usage. However, the first 100 electronic payments, in or out, per month would be free.

24/177 LIST OF OUTSTANDING AND FUTURE ITEMS

The list was noted.

24/178 ITEMS FOR PUBLICATION

Work close to the War Memorial, Streetlighting, Christmas Trees.

24/179 DATE OF NEXT MEETING – Monday 16th December 2024 – 7.15pm – Edna Rose Room, Tarvin Community Centre

24/180 RESOLVED – “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 for the next two items” (personal data, staff conditions of employment item and publicity prejudicial to the public interest - legal issues)

24/181 STAFF TERMS OF EMPLOYMENT

RESOLVED: that the increase and new pay rates recommended by NALC be implemented for the Clerk and backdated to April 2024.

24/182 TARVIN EDUCATIONAL FOUNDATION

The meeting noted and accepted the resignation of Councillor Twigg as Councillor representative for Tarvin Educational Foundation and supported her reasons for doing so.

RESOLVED (24/182.1): that Council step back and allow the Foundation to make the considerable changes that were necessary.

RESOLVED (24/182.2): that should changes be made and meet the satisfaction of the Council at a future date then Council would consider appointing a Councillor to represent Council on the Foundation.

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