

**MINUTES OF A MEETING OF TARVIN PARISH COUNCIL HELD IN THE EDNA ROSE ROOM, TARVIN COMMUNITY CENTRE ON MONDAY 28TH OCTOBER 2024.**

**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 N Poole  
Councillor P Ryan  
Councillor A Sheppard  
Councillor P Twigg  
Councillor M Williams

**IN ATTENDANCE:**

No members of the public  
Parish Council Clerk – Mr M Hassall  
Cheshire West and Chester Council – Councillor T Cooper

**APOLOGIES AND REASONS FOR ABSENCE:**

None

**24/135 DECLARATIONS OF INTEREST, DISCLOSABLE PECUNIARY INTERESTS, AND DISPENSATIONS**

**24/135.1 New Written Requests for Dispensations**

There were no new requests.

**24/135.2 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.

**24/136 OPEN FORUM**

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

**24/137 PARISH COUNCIL MEETING**

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

**24/138 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)

Borough Councillor Cooper had informed the meeting that the Borough Council were carrying out a Council Housing Management Consultation.

**24/139 MINUTES OF THE MEETING HELD ON 23RD SEPTEMBER 2024.**

**RESOLVED:** that the minutes of the meeting held on 23rd September 2024 be signed by the Chairman of the meeting as a correct record.

**24/140 REPORTS ON MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 23RD SEPTEMBER 2024 NOT COVERED BY THE AGENDA**

Autumn Parish Clean Up (Previous Minute 24/126)

Four residents had attended the Tarvin Clean Up and ten had attended in Oscroft.

#### **24/141 CO-OPTION OF COUNCILLOR**

There had been no applications so the post would be readvertised.

#### **24/142 PLANNING MATTERS**

##### **24/142.1 Planning Applications**

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

**24/02605/S73** - Removal of condition 3 (materials) of 23/02352/FUL (Two storey side and rear extension and new front porch) - 57 Hockenhull Lane, Tarvin

Comment: No objection

**24/02969/FUL** - Demolition of existing barn buildings. Erection of two storey dwelling, garden room, garage and office - Stapleford Mill Farm, Ryecroft Lane, Bruen Stapleford

Comment: No objection

##### **24/142.2 Notices**

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

**24/02299/TPO** - Multi stemmed Beech tree (T1) - Reduce crown by 1.5-2m or to nearest pruning points. Maple tree (T2) - pruning as required to avoid damage to neighbouring property - Websters Cottage, 39 High Street, Tarvin - **PERMISSION**

**24/02750/CAT** – T1 Silver Birch 20% Crown Reduction (Continued Management prune back to previous cuts) T2 Silver Birch 20% Crown Reduction (Continued Management prune back to previous cuts) T3 Silver Birch 20% Crown Reduction (Continued Management prune back to previous cuts) T4 Ash 20% Crown Reduction (Continued Management prune back to previous cuts) T5 Spruce 50% Crown Reduction (Too tall possibility of being blown over in strong winds - 1 The Sheaf, Broomheath Lane, Hockenhull – **PERMISSION**

##### **24/142.3 Appeals**

**23/03972/PDQ** - Change of use of agricultural building to residential use - Brook Cottage, Willington Road, Tarvin - **APPEAL DISMISSED**

**23/01306/FUL** - Demolition of existing surplus buildings and the erection of 3 dwellings and garaging – The Limes, Holme Street, Tarvin - The appeal will be determined on the basis of written representations

##### **24/142.4 Enforcement**

Land off Tarporley Road, Tarvin – Planning Ref 21/03690/FUL – Allowed on Appeal. Enforcement had been asked to visit as there were a number of commercial vehicles on site.

##### **24/142.5 Other**

Details of land for sale off the A51 road at Tarvin had been forwarded to Councillors.

##### **24/142.6 Dealing with Planning Applications**

**RESOLVED (24/142.6.1):** to continue with two Councillors looking at Planning Applications in detail prior to each meeting following a successful trial period.

**RESOLVED (24/142.6.2):** that Councillor Twigg covers November with Councillor Buckley during the planned absence of Councillor Williams.

**24/143 KING GEORGE V PLAYING FIELD**

**24/143.1 Water Plus – Drain** (Previous Minute 24/119.1)

Councillor Ryan was expecting the work to be carried out during the next few weeks.

**24/143.2 Grass Matting** (Previous Minute 24/119.2)

Councillor Twigg was waiting for a quotation.

**24/143.3 King George V Playing Field, Tarvin - Registered Charity No 1083973**

The meeting noted that the Clerk had completed the online Annual Return for 2024 with the Charity Commission.

**24/143.4 The Scout and Guide Management Committee request for signage.**

This item was withdrawn as the formal request had not been received.

**24/144 DEFIBRILLATORS**

**24/144.1 Outside Tarvin Community Centre**

Councillor Ryan reported that the cabinet was now on the frame, and he was waiting for the electrician to complete his work.

**24/144.2 King George V Playing Field**

The meeting noted that new pads had been ordered as the existing ones would be out of date in November 2024.

**24/145 ROAD SAFETY**

**Vehicle Activated Signage**

**24/145.1 Vehicle Activated Signage – Willington Road**

The resident who had previously objected to the suggested installation site had repeated his objections to Highways and the Clerk. Highways had suggested installing next to the property Claddagh.

**RESOLVED:** that Highways carry out a consultation.

**24/145.2 Road between Oscroft and Willington**

The resident who had attended the November 2023 Council meeting raising concerns about speeding between Oscroft and Willington had requested an update. The meeting noted that the Clerk had provided a comprehensive written update.

**24/145.3 Signage Tarpoley Road**

It was thought that the signage was not always working.

**RESOLVED:** that the contractor be asked to check it and if necessary, carry out a repair.

**24/146 TREE - CHURCH STREET TARVIN**

The tree had been removed on 12th October and the Streetcare working party had visited the site and noted that significant minor maintenance work was required to tidy the area. The St Andrews Z Team had made a start and were hoping to complete most of the work before Remembrance Sunday. The Clerk had sent a letter to the resident who had removed the tree thanking him for his contribution.

**RESOLVED:** that Council offer to cover any expenditure incurred by the team whilst carrying out the above work.

**24/147 OFFICIAL E-MAIL ADDRESSES**

The meeting noted that the e-mail address [clerk@tarvinparishcouncil.gov.uk](mailto:clerk@tarvinparishcouncil.gov.uk) was now in use and that the Clerk would be attending webinars over the coming weeks in order to learn how to make best use of the software.

## **24/148 ChALC AND CWaC HIGHWAYS EVENT HELD IN SEPTEMBER 2024/HIGHWAYS VOLUNTEER SCHEME**

### **24/148.1 September Event**

Slides used by the Highways officers who briefed ChALC members in an online session in September had been forwarded to Councillors prior to the meeting along with questions posed at the session and the answers. Council noted the information provided.

### **24/148.2 Highways Volunteer Scheme**

The team of residents who had previously carried out two pieces of work completed their third on 18th October when they removed the undergrowth (and litter) which was covering much of the Shared Use Path alongside Bye Pass Road (A54) from just below opposite side to the Coop towards Barrow Lane. On this occasion there were six members in the team, and they had each worked for three hours.

## **24/149 STREETLIGHTING**

Three Council streetlights were not working correctly, one on the Green at Oscroft, one on Broomheath Lane close to Broombank House, and one along Barrow Lane. All had been reported to the contractor and a response was awaited.

## **24/150 CHRISTMAS TREES**

It was reported that 31 Christmas Trees would be installed on 1st December and some spare lights would be put on six streetlamps. The working party had been hoping to decorate the lamp posts but had been unable to find anything appropriate and reasonably priced.

## **24/151 DRAINAGE – OSCROFT**

Borough Councillor Cooper reported that he was waiting for an update from Highways.

## **24/152 NOTICEBOARD – HEATH DRIVE**

The Primary School had indicated that there was a noticeboard on the wall on the front of school which parents collecting children would walk past and they would be happy to put up notices of any village events. They hadn't indicated any strong feelings either way regarding a noticeboard on Heath Drive but would not want one fixed to their fence.

**RESOLVED:** not to purchase a noticeboard on Heath Drive and that the Clerk inform the resident who had made the original request.

## **24/153 REMEMBRANCE SUNDAY**

### **24/153.1 Road Closure**

The meeting noted that the budget figure had been £400.00 and that the cost of closure, £270.00 plus VAT, had been paid.

### **24/153.2 Wreath**

The Wreath had been ordered and the donation of £300.00 had been made to the Royal British Legion.

### **24/153.3 Reading**

Councillor Ford confirmed that he would be reading the 'In Flanders field' poem on behalf of Council in the act of remembrance on the Sunday and Councillor Lush would read it on the Monday if required.

## **24/154 NEWSLETTER**

**RESOLVED:** that the main items for publication would be co-option, help with maintenance on the bench at Oscroft and Parish Council noticeboard on High Street, Christmas Trees, Highways Volunteer Scheme, overgrown hedges, and tidying up work by the War Memorial.

**24/155 CLERK’S REPORT/CORRESPONDENCE**

**24/155.1** 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. ChALC Annual Meeting Thursday 17th October - 6pm - Canalside Conference Centre, Middlewich. Councillor Ford had attended the meeting.
- c. Information Commissioner's Office – Newsletter October 2024
- d. OPAL Services (Rural West Cheshire) Notice of Annual General Meeting - 20th November 2024
- e. Cheshire Community Action Update – October 2024 – plus invitation to attend their Annual General Meeting on 7th November 2024.
- f. Connections - Chester and surrounding parishes locality meeting - The meeting will be hosted by Del Curtis, Chief Executive and Rose McArthur, Director of Transport and Highways - Wednesday, 13 November from 5.30pm to 7pm in room G1 at Chester HQ, 58 Nicholas Street. Opportunity for two Councillors to attend. Council is invited to let CWaC know what our locality priorities are.

**RESOLVED:** that Councillors Butler and Sheppard represent Council at the meeting.

- g. A Design Code for Cheshire West and Chester - Speakers: George Payiatis and Tom Noble, Senior Urban Designers Create Streets – 14th November 6pm – 7pm
- h. Invitation from 1st Tarvin Scouts to attend their review of the year and AGM on Monday 18th November starting at 6.30pm.

**RESOLVED:** that Councillor Poole would represent Council.

- i. Cheshire West and Chester Council – Join the Budget Conversation
- j. Launch of the "Recycle Right" campaign in Tarvin

**24/155.2 Recorded Crime**

In August 2024 there were 7 recorded crimes in Tarvin Parish - 4 anti-social behaviour, theft, and other (1 Crossfields, 1 Gerard Close, 2 Gibson Close), and 3 violence and sexual offences (1 Hockenhull Avenue, 1 Crossfields, 1 Broomheath Lane - Sheaf side).

**24/156 FINANCIAL MATTERS**

**24/156.1 September 2024 Payments and Payments between meetings**

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

**24/156.2 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>Kdlgroundworks</b> Defibrillator preparation – dig out and concrete base, supply and lay ducting, fix frame to base	<b>675.00</b>	675.00	N/A

<b>Scottish Power</b> Electricity Qtr. to September 2024	<b>282.52</b>	282.52	2,467.74
<b>Core Highways (Regions) Ltd</b> Road Closure for Remembrance Day	<b>324.00</b>	54.00	270.00

**24/156.3 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>St Andrews Church</b> Annual Donation Re Maintenance of the War Memorial	<b>100.00</b>	100.00	100.00
<b>Botanica Landscapes Ltd</b> Grass Cutting September 2024	<b>624.00</b>	520.00	1,830.00
<b>Tarvin Community Centre</b> Hire of Room for Council Meetings July, August, September 2024, Surgery June 2024, and group of Councillors September 2024	<b>85.79</b>	85.79	232.17
<b>Mr R Ford</b> 96 Batteries for Christmas Lights	<b>70.10</b>	70.10	500.00
<b>Mr M Hassall</b> Re-imburement of Annual Donation to British Legion for Wreath £300.00	<b>300.00</b>	300.00	300.00
<b>Local Authority Technology CIC (Parish Online)</b> Domain and E-mail Year to October 2025	<b>192.00</b>	160.00	32.00
<b>Clerk Expenses</b> Qtr. to 30th September 2024 Work at Home Allowance £78.00, Postage £4.25. Smart Pads for defibrillator on King George V Playing Field £79.20	<b>161.45</b>	148.25	672.80
<b>Payroll</b> October 2024	<b>1,604.12</b>	1,604.12	15,152.30

#### **24/156.4 Direct Debits**

The meeting noted the following direct debit payments:

British Telecom Plc – 30th September 2024 – Telephone and Internet September 2024 – two venues – £133.59.

Sage Global Services Ltd - 4th October 2024 - Payroll Software October 2024 - £12.00

#### **24/156.5 Management Accounts.**

Managements Accounts for the 6 months to 30th September 2024 were accepted by the meeting.

#### **24/156.6 Community Infrastructure Levy.**

It was reported that Council had received £2,902.46 from Cheshire West and Chester Council.

**24/157 LIST OF OUTSTANDING ITEMS**

The list was noted.

**24/158 ITEMS FOR PUBLICATION**

Co-option, tree and maintenance Church Street, defibrillator, planning enforcement, Recycle Right.

**24/159 DATE OF NEXT MEETING** – Monday 25th November 2024 – 7.15pm – Edna Rose Room, Tarvin Community Centre