

**MINUTES OF A MEETING OF TARVIN PARISH COUNCIL HELD IN THE EDNA ROSE ROOM, TARVIN COMMUNITY CENTRE ON MONDAY 26TH SEPTEMBER 2022.**

**PRESENT:**

Councillor R Ford (Chairman)  
Councillor D H Cotgreave  
Councillor B Dean  
Councillor S Dutton  
Councillor D Howorth  
Councillor S Parker  
Councillor M Pochin  
Councillor P Ryan

**IN ATTENDANCE:**

4 Members of the Public  
Parish Council Clerk – Mr M Hassall  
Cheshire West and Chester Council – Councillor H Tonge

**APOLOGIES AND REASONS FOR ABSENCE:**

Councillor E Lush (holiday)  
Councillor M Butler (unwell)  
Councillor P Twigg (holiday)  
Cheshire West and Chester Council – Councillor J Leather

**22/101 DECLARATIONS OF INTEREST, DISCLOSABLE PECUNIARY INTERESTS, AND DISPENSATIONS**

**22/101.1 New Written Requests for Dispensations**

There were no new requests.

**22/101.2 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.

**22/102 OPEN FORUM**

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

**22/103 PARISH COUNCIL MEETING**

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

**22/104 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)

**22/104.1** A resident had spoken about her objections to the height of the fence at 25 Platts Lane and also the insecure troughs that had been installed in front of the fence (Planning Application 22/02356/FUL)

**22/104.2** Two representatives from Tarvin Athletic FC had spoken about the work that was going on to see whether they could secure land within Tarvin Parish which would be their base and include a football pitch. They had over 300 children playing football within the club and had recently established a girl's section with over 30 girls attending weekly sessions. Most of the training and matches took place outside of Tarvin, and they relied on hiring facilities in other villages and Chester to enable the children to play and train each

week. They had indicated that they were working closely with Cheshire FA to try and understand their funding options.

They had added that they would like to set up a working party consisting of people from Tarvin AFC, Tarvin Parish Council, local schools, and other interested parties to develop the project and wished to get it going as a matter of urgency.

The Chairman had thanked the representatives for their presentation and had indicated that the matter would be considered by Council at the next meeting.

**22/104.3** Cheshire West and Chester Councillor Tonge had highlighted open consultations along with the work that he and the Clerk had undertaken regarding planning decisions and the new designated pick up/drop off point for school children.

### **22/105 MINUTES OF THE MEETING HELD ON 22ND AUGUST 2022.**

**RESOLVED:** that the minutes of the meeting held on 22nd August 2022 be signed by the Chairman of the meeting as a correct record.

### **22/106 REPORTS ON MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 22ND AUGUST 2022 NOT COVERED BY THE AGENDA**

#### **22/106.1 Planning Notices** (Previous Minute 22/072.2)

Planning notices had not been sent out by Cheshire West and Chester Council due to a software problem which had yet to be resolved. In the meantime, they had recommended using their online search which was workable but not a long-term solution. Planning decisions not previously seen by Council are listed under minute 22/107.2.

#### **22/106.2 Definitive Map Application** (Previous Minute 22/093)

Cheshire West and Chester Council had confirmed that other applications were unable to be heard at the same time.

#### **22/106.3 Willow Statue** (Previous Minute 22/088.2)

The Clerk had been informed that the project had been put on hold following incidents of poor behaviour/vandalism in the village.

#### **22/106.4 Wooden Bench High Street** (Previous Minute 22/094)

The company had accepted the proposal and would be making a donation of £750.00.

The bench had been ordered and a delivery date was awaited.

#### **22/106.5 Planning Application 22/01450/FUL** (Previous Minute 22/089.3.2)

A copy of a reply from residents of the four properties had been forwarded to Councillors prior to the meeting. A further response had not been requested by the residents.

### **22/107 PLANNING MATTERS**

#### **22/107.1 Planning Applications**

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

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

Comment: We have a strong objection to the existing timber fence. Any fence at the front of the property should be no higher than 1 metre. The boundary treatment in front of the existing fence looks both unsightly and insecure and together with the existing fence has a significantly adverse effect on the visual amenity in the neighbourhood.

**22/02963/FUL** - Demolition of existing side garage, front porch extension, part single storey and two storey side extension, single storey rear extension – 16 Crossfields, Tarvin

Comment: No Objection but matching materials should be used.

**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

Comment: No Objection

## **22/107.2 Notices**

**21/03331/FUL** – Demolition of existing shed and extension of garage – Somerset, Shay Lane, Tarvin – **PERMISSION** - Approved 4th August 2022

**21/03388/FUL** - Erection of one dwelling and garage (Revised full application to relocate approved dwelling and garage and adjust the residential curtilage following approval 21/00964/S73) – Broomacres, Broomheath Lane, Hockenhull – **PERMISSION** - Approved 3rd December 2021.

**21/03484/FUL** - Change of use of existing vehicle workshop to retail E(b), expansion of area of the existing retail facility and cessation of use of existing vehicle workshop. Retention of existing fuel station and provision of managers flat within existing first floor area – Greenacre Garage, Church Street, Tarvin – **PERMISSION** – determined on the basis of amended drawings - Approved 29th July 2022.

**21/03638/FUL** - Extension and alterations to openings of former Weetwood Ales Brewery – Weetwood Grange, Weetwood – **PERMISSION** - Approved 10th January 2022.

**21/03965/FUL** – Single storey rear extension, alteration to roof to include extension to first floor, addition of rooflights and cladding to rear, alterations to windows and doors - The Byre, Pool Bank Farm, Pool Bank, Tarvin – **PERMISSION** - Approved 11th August 2022

**21/04281/FUL** and **21/04281/LBC**- Single storey and two storey rear extension - 80 High Street Tarvin – **PERMISSION** - Approved 9th June 2022

**21/04305/FUL** - Renovation of existing cottage with two-storey side extension - Albany Cottage Weetwood – **PERMISSION** – determined on the basis of amended drawings - Approved 13th July 2022

**21/04459/TPO** – 1x oak - crown reduction. Cut back branches overhanging into garden of 55 Hockenhull Avenue - to match the owners side which will round the tree off - 20 Hallfields Road, Tarvin – **PERMISSION**- Approved 7th January 2022

**21/04476/FUL** - Erection of a garden room for use as an office - Bridge Barn, Ryecroft Lane, Bruen Stapleford – **PERMISSION** - determined on the basis of amended drawings - Approved 26th July 2022

**21/04500/FUL**- Erection of small timber framed building for home office use - Chamberlain Barn, Ryecroft Lane, Bruen Stapleford – **PERMISSION** - Approved 8th April 2022

**21/04507/FUL** - Demolition of existing flat roof section to side, alterations to existing shopfront and erection of single storey rear extension – 32 – 34 High Street, Tarvin – **PERMISSION** - Approved 28th March 2022

**21/04539/FUL** - Demolition of existing rear extension, garage block and porch and greenhouse, erection of porch, addition of dormers, alterations to roof, erection of single storey extension, alterations to windows/doors, and erection of detached garage and driveway reconfiguration – Manor Cottage, Weetwood – **PERMISSION** – determined on the basis of amended drawings - Approved 1st August 2022

**21/04605/FUL** – Extension of existing building to provide additional administrative/sales area - Morris Corfield, Bellard Court, Platts Lane, Tarvin – **PERMISSION** – determined on the basis of amended drawings - Approved 20th April 2022

**21/04680/FUL** - Single storey extension to front elevation - 12 Hunters Crescent Tarvin **PERMISSION** – determined on the basis of amended drawings - Approved 20th April 2022

**21/04844/FUL** - Demolition of existing dwelling, erection of new dwelling - Greenacres Poultry Farm, Barrow Lane, Tarvin - **PERMISSION** – determined on the basis of amended drawings - Approved 8th August 2022

**21/04917/FUL** - Single storey rear infill extension - 33 Hallfields Road Tarvin – **PERMISSION** - Approved 10th February 2022

**22/00538/LBC** - Internal alterations over 3 floors to include stud walls, staircase, and new door opening - The Old Vicarage, Church Street, Tarvin – **PERMISSION** - Approved 27th May 2022

**22/00746/FUL** - Single storey rear extension and conversion of garage to habitable space – 11 The Ridgeway, Tarvin – **PERMISSION** - Approved 18th May 2022

**22/00861/FUL** - Demolition of existing sunroom and creation of new garden room to form larger kitchen / dining family area. Creation of new window to front elevation - The Bothy, Pool Bank Farm, Pool Bank, Tarvin – **PERMISSION** - determined on the basis of amended drawings - Approved 29th July 2022

**22/01103/S73** - Variation of condition 2 (plans) of application 21/02289/FUL - Conversion of outbuilding to form single dwelling - Long Acre Broomheath Lane Bruen Stapleford - **PERMISSION** - Approved 14th June 2022

**22/01392/FUL** - Erection of garden building at rear of garden – Sunnyside, Church Street, Tarvin – **PERMISSION** - Approved 8th July 2022

**22/02651/FUL** - Two-storey side extension – 52 Crossfields, Tarvin – **PERMISSION** - Approved 8th September 2022

## **22/108 KING GEORGE V PLAYING FIELD**

**22/108.1 Scout and Guide Hut** – entrance to the building.

Councillor Ryan reported that there had been no progress on the handrails as the Scout Group had been unable to contact the fabricator.

#### **22/108.2 Drains**

The order had been placed by Councillor Ryan earlier in the day.

#### **22/108.3 Field Management Committee**

The meeting noted that a Field Management Meeting would be held on Thursday evening 20th October.

#### **22/109 TREES**

The Silver Birch tree on the King George V Playing Field had been examined before any work was carried out. The contractor had reported that:

“Only the very top layer of bark has been peeled away, and the living part of the bark, and cambium appear relatively unaffected. The tree is showing good vigour, and if there was any significant damage, I would have expected to see decline and browning foliage given the hot dry weather we've had this summer. The top layer of bark in birch is quite papery and can be easily peeled away.

The tree has been reduced before and doesn't significantly overhang the boundary. I didn't gain access to the garden to assess how it blocks the light, but the tree is quite far away from the house. The tree responded well to the previous reduction and would likely respond well to another. Whilst on site we could further reduce the tree by another 20% (2m or so) and maintain a good shape. This would be at an additional cost of £120 plus VAT.

This work is not required for Health and Safety, but it may appease the neighbours' concerns.”

The Clerk had accepted the quote and the work had been carried out on 13th September along with other work approved at the June Council meeting.

#### **22/110 SPECIAL PROJECT – FOOTWAYS**

A response was awaited from Cheshire West and Chester Council.

#### **22/111 NEIGHBOURHOOD PRIDE SCHEME APPLICATION**

An application had been drafted by Councillor Ford and the Clerk and had been circulated to Councillors prior to the meeting.

**RESOLVED (22/111.1):** that the Clerk forward the draft application to Councillor Tonge who would review the document with Councillor Leather during a meeting on 27th September.

**RESOLVED (22/111.2):** that if appropriate following feedback from Councillors Tonge and Leather the Clerk forward a completed application to Cheshire West and Chester Council.

**RESOLVED (22/111.3):** that Councillor Ford contact a neighbouring Council about potential costs of restoring a footway back to its original width.

#### **22/112 INSURANCE**

Parish Council Insurance was due for renewal on 1st October 2022. An alternate quotation had not been sought as Council had a long-term agreement which was due to expire on 30th September 2024.

**RESOLVED:** that the new premium of £1,860.72 be approved.

#### **22/113 TARPORLEY WAR MEMORIAL HOSPITAL**

Activities of one other group had been added to the list. Councillor Dutton reported that the Community Centre were looking to apply for a grant from Tarporley War Memorial

Hospital to provide a space on a Tuesday afternoon where anyone could go to keep warm during the winter months and have tea and coffee.

**RESOLVED:** that this item be added to the agenda of the next meeting.

### **22/114 CHRISTMAS ACTIVITIES**

Councillor Pochin volunteered to cover the work normally undertaken by Councillor Ford and Councillor Parker offered to assist as required. The meeting noted that 31 trees had been ordered at a cost of £9 each, total £279.00.

**RESOLVED:** that Council aim to put the lights and trees up around the village during the weekend of 26th/27th November.

**RESOLVED:** that this item be added to the agenda of the next meeting.

### **22/115 REMEMBRANCE SUNDAY**

The cost of the road closure, £324.00, had been paid and the Clerk would be ordering the wreath for Council during the next few days.

### **22/116 TARVIN/OSCROFT CLEAN UP**

The meeting noted that the next litter pick would start at 9:30am on 8th October and finish no later than 12:30pm. Pickers, bibs and bags would be available from Tarvin Community Centre for the Tarvin or Oscroft Green for the Oscroft pick. Filled bags would be left by ordinary litter bins.

### **22/117 CLERK'S REPORT/CORRESPONDENCE**

**22/117.1** 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. Opal Matters – September 2022
- c. Cheshire Police - Applications re-open for Community Action Fund
- d. Cheshire West and Chester Council – Warm Places Initiative – Tuesday 27th September – 6 to 7pm
- e. Information Commissioners Office – Newsletter – September 2022
- f. Concerns raised by a resident concerning an incident on the evening of 21st August 2022 involving dogs close to Sheaf Farm Court.
- g. Rules regarding overhanging trees
- h. ChALC Annual Meeting – 27th October 2022
- i. Cheshire Community Action – online training programme  
Councillor Lush would be attending the Introduction to Community Led Housing session.
- j. Cheshire West and Chester Heritage Strategy Workshops  
Councillor Ford would be attending the workshop at Chester Cathedral.
- k. PCSO Wendy Leason Report September 2022
- l. Cycling Matters – Autumn 2022

#### **22/117.2 George and Dragon Public House**

The Clerk reported that a resident of Forge Way had complained about the loud music and singing from the car park of the George and Dragon on Sunday afternoon, 28th August, 3.15pm. She had also reported her concerns to the landlord and the licensing department at Cheshire West and Chester Council.

#### **22/117.3 Heath Drive Traffic**

Two complaints had been received regarding Cheshire West and Chester Council having made Heath Drive a newly designated pick up and drop off point for school children. The Clerk and Councillor Tonge had been in communication with School Transport and as a

result the pick-up and drop off point was being moved to Hallfields Road close to the Health Centre.

## 22/118 FINANCIAL MATTERS

### 22/118.1 August 2022 Payments and Payments between meetings

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

**22/118.2 RESOLVED:** that the following payments made since the August meeting be confirmed:

Payee	Detail	Amount to be Paid
<b>VAT</b>	<b>Net Amount to Charge against budget</b>	<b>Budget available before payment</b>
		<b>488.84</b>
<b>Groundforce Landscape Ltd</b>	Grass Cutting King George V Playing Field + Millennium Garden + Oscroft Green August 2022	
81.47	407.37	1,476.67
<b>Amberon Ltd</b>	Road Closure for Remembrance Sunday	<b>324.00</b>
54.00	270.00	500.00
<b>Miss S Dutton</b>	Reimbursement of Expenditure Photographs of Queen Elizabeth II	<b>4.74</b>
0.00	4.74	326.05

**22/118.3 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>403.10</b>
<b>Proludic Ltd</b>	Parts for Play Equipment	
67.18	335.92	
<b>PKF Littlejohn</b>	External Audit Year to March 2022	<b>360.00</b>
60.00	300.00	
<b>A J Gallagher Insurance</b>	Insurance Year to 30th September 2023	<b>1,860.72</b>
0.00	1,860.72	1,800.00
<b>Canopy Tree Care</b>	Tree Work on King George V Playing Field and Oscroft Green	<b>684.00</b>
114.00	570.00	750.00
<b>Mr M Hassall</b>	Clerk Expenses Qtr. to 30 September 2022. Work at Home Allowance £78.00, Postage £2.04	<b>80.04</b>
0.00	80.04	301.96
<b>Payroll</b>	September 2022	<b>1,602.76</b>
0.00	1,602.76	14,224.38
<b>HMRC</b>	PAYE and Nat Insce July to September 2022	<b>1,452.02</b>
0.00	1,452.02	12,621.62

### 22/118.4 Direct Debit

The meeting noted the following direct debit payments

30th August 2022 – British Telecom Plc - Telephone and Internet August 2022 – two venues – £120.13

6th September 2022 - Sage Global Services Ltd – Payroll Software September 2022 - £8.40

**22/118.5 External Audit**

The External Audit had been completed and the Annual Return had been returned to the Clerk. No significant issues had been raised. The Completed Annual Return would be published on Council's website and Noticeboard before 30th September.

**RESOLVED:** that the Annual Return including the certificate signed by the External Auditor be approved and accepted by Council

**22/119 LIST OF OUTSTANDING ITEMS**

The report was noted.

**22/120 TOPICS FOR PUBLICATION**

Clean up, Remembrance Sunday, Christmas Trees, Bench

**22/121 DATE OF NEXT MEETING** – Monday 24th October 2022 – 7.15pm - Edna Rose Room, Tarvin Community Centre