

MINUTES OF A MEETING OF TARVIN PARISH COUNCIL HELD VIA VIDEO-CONFERENCE USING ZOOM SOFTWARE ON MONDAY 26TH APRIL 2021.

PRESENT:

Councillor R Ford (Chairman)
Councillor D H Cotgreave
Councillor S Dutton
Councillor H Flynn
Councillor E Lush
Councillor J Norrie
Councillor M Pochin
Councillor P Ryan
Councillor P Twigg
Councillor S Wiley

IN ATTENDANCE:

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

APOLOGIES AND REASONS FOR ABSENCE:

Councillor B Dean (Business Commitment)
Cheshire West and Chester Council - Councillor J Leather

21/001 ELECTION OF CHAIRMAN

RESOLVED: that Councillor Ford be appointed Chairman for the coming year.

21/002 DECLARATION OF ACCEPTANCE OF OFFICE

Councillor Ford signed the Declaration of Acceptance of Office.

21/003 ELECTION OF VICE CHAIRMAN

No one accepted nomination so the post remained unfilled.

21/004 APPOINTMENTS TO COMMITTEES AND WORKING GROUPS OF THE PARISH COUNCIL

RESOLVED: that the following be appointed for the coming year:

PLANNING COMMITTEE

All Councillors.

FINANCE WORKING PARTY

Councillors D H Cotgreave, R Ford, E Lush, M Pochin, S Wiley

KING GEORGE V PLAYING FIELD WORKING PARTY

(To work with the Clerk to ensure that the day to day management of the field was covered and to advise Council and/or the charity on any issues requiring attention)
Councillors S Dutton, P Twigg

STREETCARE WORKING PARTY

Councillors B Dean, R Ford, P Ryan

ADVISORY WORKING PARTY

Councillors D H Cotgreave, E Lush, P Twigg

PUBLIC FOOTPATH WORKING PARTY

Councillors B Dean, P Ryan

GRANTS FOR LOCAL ORGANISATIONS WORKING PARTY

Councillors S Dutton, H Flynn, R Ford, P Ryan

SOCIAL MEDIA (FACEBOOK)

Councillors J Norrie, S Dutton, B Dean – Administrators
Clerk - Moderator.

This group also to take on management of the website.

21/005 APPOINTMENTS TO OTHER GROUPS/ ORGANISATIONS

RESOLVED: that the following be appointed for the coming year:

COMMUNITY CENTRE MANAGEMENT COMMITTEE

Councillor H Flynn

TARVIN EDUCATIONAL TRUST

Councillor D H Cotgreave

CHESHIRE ASSOCIATION OF LOCAL COUNCILS

(Parish Forums)

Councillors R Ford, E Lush, S Wiley

21/006 KING GEORGE V PLAYING FIELD COMMITTEE

A Committee for the King George V Playing Field Charity (Registered Charity No 1083973) to meet at least three times a year with the main users of the Playing Field. The purpose of the committee is to provide regular face to face contact between all parties and provide an opportunity for issues to be shared. The main users of the field are expected to share an update on their work at each meeting.

RESOLVED: that the following be appointed for the coming year:

Councillors S Dutton, H Flynn, P Twigg. Councillor Twigg to act as Chairman of the Committee.

21/007 DECLARATIONS OF INTEREST, DISCLOSABLE PECUNIARY INTERESTS, AND DISPENSATIONS

21/007.1 New Written Requests for Dispensations

There were no new requests.

21/007.2 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.

21/007.3 Members Declarations

Members were reminded that they should check that their Members Declaration of Interests were up to date.

21/008 OPEN FORUM

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

21/009 PARISH COUNCIL MEETING

RESOLVED: that the Council meeting be reconvened.

21/010 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 Tonge had reported that he and Borough Councillor Leather had been challenging Highways on their poor response in the following up of Issues reported and it was thought that Highways were temporarily identifying someone to look into issues that don't get addressed properly.

21/011 MINUTES OF THE MEETING HELD ON 22ND MARCH 2021.

RESOLVED: that the minutes of the meeting held on 22nd March 2021 be signed by the Chairman of the meeting as a correct record.

21/012 REPORT ON ACTIONS ARISING FROM THE MEETING HELD ON 22ND MARCH 2021 NOT COVERED BY THE AGENDA

21/012.1 Hockenhull Avenue (Previous Minute 20/187.2)

The area of road between the junction with Tarporley Road and the junction with Hallfields Road had been resurfaced on 6th April 2021 and a number of potholes further along the Avenue and just within Gowy Crescent had been filled in.

21/012.2 Grates inside the Children's Play Area (Previous Minute 20/189.6)

Councillor Ryan reported that whilst he had met a contractor on 25th March their meeting had only covered the Ridgeway project. The grates had not been included as he had thought that Council was leaving them for a few months in order that the work on the Ridgeway and the grates could be done at the same time as it would be cheaper to have the two jobs done under one order.

Councillor Norrie was planning to meet a contractor on the field on 28th April and offered to get a quote for the work.

RESOLVED (21/012.2.1): that Councillor Norrie ask the contractor for a quote.

If the quote turned out to be expensive it was **RESOLVED (21/012.2.2):** to try to get a small team of volunteers together to carry out the work.

Councillor Ryan agreed to organise the task should it be required.

21/012.3 Earmarked reserves and planned capital expenditure. (Previous Minute 20/193.6)

Community Infrastructure Levy of £28,468.83 had been received on 30th March 2021 and the amount had been added to the reserves at 31st March 2021.

Councillor Lush had asked the Borough Council why Council had received more than the £17,000 reported to him and had been told that it was due to the Developer paying early.

21/012.4 Land adjacent to the King George V Playing Field (Previous Minute 20/195.6):

The owners of the land had said that they had put their home on the market which effectively precluded a sale of the land to Council.

21/013 PLANNING MATTERS

21/013.1 Planning Applications

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

21/00932/FUL - Two storey extensions and detached garage – Rose Cottage, Weetwood

Comment: No Objections

21/00950/FUL - Installation of 3no rooflights to front of property - Lichfield 1 Pryors Hayes Barns, Willington Road, Pryors Hayes

Comment: No Objections

21/00964/S73 - Variation of condition 2 (approved drawings) on planning permission 19/03142/REM – Broomacres, Broomheath Lane, Hockenhull

Comment: No Objections

21/00994/FUL - Demolition of existing single storey side extension and erection of a two storey side extension – 66 Crossfields, Tarvin

Comment: No Objections

21/00384/FUL - Single storey side extension to form garden room and store – The Old Vicarage, Church Street, Tarvin

Comment: No Objections

21/01049/FUL - Alterations to garage door, first floor side extension – 67 Crossfields, Tarvin

Comment: No Objections

21/01095/FUL – Single storey front extension, alterations to side, single storey rear extension – 56 Crossfields, Tarvin

Comment: No Objections

21/01210/FUL - Side/rear single storey extension – 104 High Street, Tarvin

Comment: No Objections

21/01253/FUL - First floor side extension and single storey rear extension – 9 Hunters Drive, Tarvin

Comment: No Objections

21/013.2 Notices

No notices had been received.

21/013.3 Other

20/03392/FUL - Change of Use of land for use as traveller site consisting of 1 static caravan, 5 trailer caravans, day room, septic tank and landscaping - Land At Tarporley Road, Tarvin.

The meeting noted that on 19th April the Planning Officer had informed the Town Planner working with Council that she was going to refuse the application during the week for a number of reasons including junction/highway safety. However, nothing had been received and the website was still showing the application as “Awaiting Decision”

21/014 KING GEORGE V PLAYING FIELD

21/014.1 Additional Seating

A resident had requested that Council purchase additional seating for the playing field. It was considered that further information was required before a decision could be made on whether to purchase additional seating.

RESOLVED (21/014.1.1): that Councillor Twigg obtain quotes for additional seating benches similar to those already on the field.

RESOLVED (21/014.1.2): Councillors Pochin and Twigg meet on the playing field to consider the best positioning should Council agree to purchase further seating

21/014.2 Signage

Councillor Twigg had to date not been able to obtain a quote to replace the sign by the cableway at the top of the field.

21/014.3 Power Wash

Councillor Twigg reported that the contractor who had carried out the Power Wash had been excellent.

21/015 REVIEW OF SOCIAL MEDIA

It was reported that Facebook was going well with the number of followers growing. No negative comments had been received and it was becoming a good working tool.

RESOLVED: that in future articles from Council meetings be forwarded for publishing on Council's facebook page as well as Tarvin Online and that the facebook address be included in the next edition of Tarvin Times.

21/016 SPECIAL PROJECT – THE RIDGEWAY

Councillor Ryan had met with Highways and the possible contractor. During the meeting Highways had raised a further query and asked Councillor Ryan to hold any action on the project pending further discussions with their design/safety team.

21/017 NEWSLETTER

RESOLVED (21/017.1): that the newsletter be produced in its normal form and distributed to all households as well as being published online.

The following articles were suggested and those offering to write them were asked to provide the Clerk with items by 10th May.

Facebook (Councillor Dutton), Planning Application 20/03392/FUL (Councillor Ford), Grants (Clerk), New Chairman (Councillor Ford), Litter Picking (Councillor Lush), Grey Boxes along Cross Lanes (Councillor Ford), Alternative Special Projects (Councillor Lush), Tarvin Education Foundation (Councillor Cotgreave).

RESOLVED (21/017.2): that Councillor Tonge ask Cheshire West and Chester Council what the boxes along Cross Lanes were being used for.

21/018 GREAT BRITISH SPRING CLEAN 2021/LITTER/LITTER PICKERS

21/018.1 The campaign was running from 28th May to 13th June.

RESOLVED: that the clean-up in Tarvin and Oscroft be arranged for Saturday 5th June and that the Clerk ask Cheshire West and Chester Council for bags and bibs.

21/018.2 Beaver Scouts

The meeting noted that the Beaver Scouts would be borrowing the litter pickers on Monday 10th May 2021.

21/018.3 Signs/Posters

21/018.3.1 RESOLVED: that the Clerk try to obtain copies of the posters encouraging people not to drop litter.

21/018.3.2 Posters – Dog Fouling

Borough Councillor Tonge indicated that he was meeting with the localities officer on 4 May and would ask about appropriate posters

21/019 TARVIN FETE

RESOLVED: not to have a stall at the Fete on 3rd July.

21/020 COMMUNITY RESILIENCE PLANS

RESOLVED: not to produce a Community Resilience Plan

21/021 LIST OF OUTSTANDING ITEMS

The report was noted.

21/022 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 E Bulletins
- b. OPAL Matters – March 2021
- c. Cheshire West and Chester Council – Planning Connections – 20th April 2021
- d. Cycling Matters! Spring 2021 - Chester Cycling Campaign's quarterly newsletter
- e. CPRE Newsletter April 2021
- f. Healthwatch Cheshire West – Report on experiences with Dentists
- g. Paid Election Volunteers Needed – deadline 25th April 2021.
- h. Cheshire West and Chester Council Planning Committee Meeting to be held on Tuesday 4th May 2021 at 4pm.

21/023 FINANCIAL MATTERS

21/023.1 March 2021 Payments

The meeting noted that payments of £100.00 to Tarvin Community Centre, £100.00 to Tarvin Community Woodland Trust, and £300.00 to Tarvin Fete approved by the March meeting under minute 20/191 had been paid but not included in the schedule of payments under minute 20/193.

21/023.2 RESOLVED: that the following payments made since the March meeting be approved.

Payee	Detail	Amount to be Paid
VAT	Net Amount to Charge against budget	Budget available before payment
Mr P Maiden	Reimbursement of Expenditure – Gatepost and Spring for Gate on Hockenhull Lane	42.78
7.13	35.65	319.83

Groundforce Landscape Ltd	Grass Cutting King George V Playing Field + Millennium Garden + Oscroft Green March 2021	179.04
29.84	149.20	611.12
Mr M Hassall	PDF Copy of getting Greens Registered as per minute 20/195.4	11.00
0.00	11.00	128.98
Grid Civils Ltd	LED Lanterns £8,865.00 Repairs to two Lighting Columns £1,200	12,078.00
2013.00	10,065.00	
A and C Exterior Cleaning	Pressure Wash all the surfaces in the Children's Play Area	690.00
0.00	690.00	0.00

21/023.3 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
Cheshire Association of Local Councils	Affiliation Fee Year to 31st March 2022	874.44
0.00	874.44	1,200.00
Water Plus Ltd	Qtr. to April 2021	63.41
0.00	63.41	300.00
Tarvin Community Centre	Storage of Archives – April 21 to March 22 £133.40 less credit for Room Hire - cancellation of March 20 meeting at the Centre £23.13.	110.27
0.00	110.27	150.00
Sage UK Ltd	Payroll Software – Annual Licence – Year to Apr 2022	234.00
39.00	195.00	450.00
Scottish Power	Electricity Qtr. to March 2021	268.00
12.76	255.24	1,500.00
JDH Business Services Ltd	Internal Audit Year to 31st March 2021	201.60
33.60	168.00	460.00
Payroll	April 2021	1,385.59
0.00	1,385.59	21,550.00

21/023.4 Direct Debits

The meeting noted the following direct debit payment.

British Telecom Plc – 29th March 2021 – Telephone and Internet March 2021 at two properties - £111.57

21/023.5 Management Accounts Year to 31st March 2021

Management Accounts for the year to 31st March 2021 were presented and accepted.

21/023.6 Internal Audit Report

The report completed by the Internal Auditor was examined and agreed.

21/023.7 Annual Governance Statement (Section 1)

The Annual Governance Statement was read, completed, and signed by the Chairman of the meeting and the Clerk.

21/023.8 Accounting Statements (Section 2)

The Accounting Statements for the year ended 31st March 2021 were approved and signed by the Chairman of the meeting and by the Clerk confirming that the return represented fairly the financial position of the Council.

21/024 TOPICS FOR TARVIN ONLINE

RESOLVED: that articles be written on the change of Chairman, seating, litter picking, review of social media, and special project.

21/025 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)

21/026 STAFF SALARY REVIEW

This item is minuted in a confidential copy of the minutes signed by the Chairman of the Council as a correct record.

21/027 DATE OF NEXT MEETING – Monday 24th May 2021 – 7.15pm – venue to be confirmed.