

MINUTES OF A MEETING OF TARVIN PARISH COUNCIL HELD VIA VIDEO-CONFERENCE USING ZOOM SOFTWARE ON MONDAY 23RD MARCH 2020

PRESENT:

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

IN ATTENDANCE:

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

APOLOGIES AND REASONS FOR ABSENCE:

Cheshire West and Chester Council – Councillors H Tonge and J Leather

CORONAVIRUS

During the days leading up to the meeting the government had been providing daily updates and had advised against unnecessary travel, social distancing measures had been put in place especially for over 70s and those with certain underlying conditions. Home working had also been recommended.

It had been decided that meeting normally would be putting both Councillors and members of the public at unnecessary risk to health and could be seen as helping to spread Coronavirus and so a decision had been taken to meet online using Zoom software.

It was considered that now more than ever, transparency and information was important to members of the community in which we live and that it was essential that Council did what it could whilst adhering to the advice issued by the Government.

19/241 DECLARATIONS OF INTEREST, DISCLOSABLE PECUNIARY INTERESTS, AND DISPENSATIONS

19/241.1 New Written Requests for Dispensations

There were no new requests.

19/241.2 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 Cotgreave and Pochin declared a “Family, Friend, or Close Associate Interest” in Planning Application 20/00639/FUL. Councillors Lush and Flynn declared a “Family, Friend, or Close Associate Interest” in Minute 19/245.3. Councillor Ryan declared a “Family, Friend, or Close Associate Interest” in Planning Applications 20/00639/FUL and 20/00709/FUL.

No other declarations were made.

19/242 OPEN FORUM

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

19/243 MINUTES OF THE MEETING HELD ON 24TH FEBRUARY 2020

RESOLVED: that the minutes of the meeting held on 24th February 2020 be signed by the Chairman of the meeting as a correct record.

19/244 REPORT ON ACTIONS ARISING FROM THE MEETING HELD ON 24TH FEBRUARY 2020 NOT COVERED BY THE AGENDA

19/244.1 Barred Gate from Hockenhull Lane (Previous Minute 19/233)

Greenspace had agreed to install and pay for a new post and the work had been completed.

19/244.2 Tarvin and Oscroft Clean Ups (Previous Minute 19/236.2)

The scheduled Clean Ups had been postponed and the Great British clean had provisionally been rearranged for the period between 11th and 27th September 2020.

RESOLVED: (19/244.2.1) that Clean Ups for both Tarvin and Oscroft be provisionally arranged for Saturday 19th September 2020

It was reported that some people had asked whether they could have litter pickers and pick up litter when they went on their daily walks

RESOLVED: (19/244.2.2) that the response should be yes.

19/245 PLANNING MATTERS

19/245.1 Planning Applications

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

20/00440/FUL - Extension and alteration of existing outbuilding to form residential annexe (Partly in Retrospect) - Smithy Farm, Ryecroft Lane, Bruen Stapleford

Comment: We object to the proposal. We consider that this cannot be considered as an annexe. It operates as an independent standalone residential unit with potential to go into loft. The site layout would allow it to be hived off and sold as a separate dwelling with its own curtilage, served by a shared drive.

Normally an annexe would need a connection to the main house - either for kitchen or bathing facilities. Should Cheshire West and Chester Council consider to approve this application a condition should tie this as an ancillary building to the main dwelling (prevent title being split/amended), but also impose interdependence - remove main kitchen or bathroom etc.

20/00624/OUT – Erection of two office buildings – Apex House, Chester Road, Tarvin
The development straddles both Ashton Hayes and Tarvin parishes. As a result both Parish Councils are being consulted.

Comment: No Objections

20/00639/FUL - Two storey extension to side, addition of balcony to side elevation and external alterations – Oscroft Hall, Cross Lanes, Oscroft

Comment: No Objections

20/00687/FUL - Single storey rear and first floor side extension – 11 Heath Drive, Tarvin

Comment: We have no objection to an extension in principle, however given the prominent corner position that this property enjoys it is considered that the extension is poorly designed - it should “turn the corner”. As it stands the streetscape is adversely affected with a dominant predominantly brick elevation facing onto Heath Drive.

20/00709/FUL – Rear Single Storey Extension – Plum Tree Cottage, Cross Lanes, Oscroft

Comment: No Objections

20/00724/FUL - Single storey front extension. Single storey side and rear extension – 10 Heath Drive, Tarvin

Comment: No Objections.

19/245.2 Notices

19/01771/FUL – Change of use from annexe to new dwelling and new extension - Land At Cross Lanes Farm Ryecroft Lane Bruen Stapleford - **PERMISSION**

20/00056/FUL – Erection of agricultural storage building – Broombank Farm, Broomheath Lane, Hockenhull - **PERMISSION**

20/00506/FUL – Single Storey Rear Extension – 15 Millside Close, Tarvin - **PERMISSION**

19/245.3 Other

Significant work was being carried out at 8 Crossfields, Tarvin and there was no evidence of Building Control or Planning Permission.

RESOLVED: that Council ask the Enforcement Officer to check whether permissions were required.

19/246 KING GEORGE V PLAYING FIELD

19/246.1 Hot Wash – Children’s Play Area

Councillor Twigg had asked Zero Gum Ltd to quote for the Annual Hot Wash.

RESOLVED: that Councillor Twigg arrange for the work to be carried out as soon as practically possible.

19/246.2 Gates to Play Area

Both gates required adjustment. Councillor Ryan reported that a cover plate needed to be taken off the underside of the gate to access the adjustment screw heads. He confirmed that he had the tools to carry out the work at a future time when Coronavirus restraints were removed.

19/246.3 Field Meeting

The Field Committee Meeting scheduled for 26th March 2020 had been cancelled.

19/246.4 The George Heath Foundation

The tournament scheduled for 16th May 2020 had been postponed.

19/246.5 Signage

Councillor Twigg reported that she had placed appropriate signage at the entrances to the field informing members of the public of the restricted use of the field until further notice.

19/246.6 Community Amenity Operative

The meeting noted that the Community Amenity Operative was in self-isolation for 14 days. An offer from Councillor Lush to cover the duties during this period was gratefully received.

19/247 SPECIAL PROJECT 2020/21

One of the Ridgeway properties had objected to the proposal to put a gate in the gap in the hedge. The resident considered that they owned the land to the front of their property across the road and had done so since the property was built.

RESOLVED: that the Clerk obtain a report from the Land Registry to try to clarify the position.

19/248 FOOTPATHS

Platts Lane and Path to Roman Bridges

There had been no physical progress with these items

19/249 RISK ASSESSMENT/STATEMENT ON INTERNAL CONTROL/INSURANCE REVIEW

The Finance Working Party had reviewed the above.

19/249.1 Risk Assessment.

RESOLVED: that the risk assessment document attached to the minutes be approved.

19/249.2 Statement on Internal Control.

RESOLVED: that the statement of internal control document attached to the minutes be approved.

19/249.3 Insurance Review

The Finance Working Party were happy that the existing cover met the requirements of the Council.

RESOLVED: that the recommendation be accepted.

19/250 GRANTS FOR LOCAL ORGANISATIONS WORKING PARTY

Councillor Flynn would be unable to attend the next meeting of the working party due to a conflict of interest.

RESOLVED: that Councillor Dutton become a member of the Working Party

19/251 SPEEDING HIGH STREET

A resident living on High Street had reported that he regularly observed cars leaving the village heading towards the A54 junction at excessive speed completely ignoring the 30mph limit and was asking what could be done to reduce this.

RESOLVED: that the Clerk ask PCSO Keers to look into this concern using her judgement as to how to approach it.

19/252 CORONAVIRUS

The meeting noted that the Annual Parish Meeting scheduled for May 2020 had been cancelled.

RESOLVED: that the meeting be suspended following the last item on the agenda and that the meeting be resumed after Councillors had listened to the statement from the Prime Minister.

19/253 LIST OF OUTSTANDING ITEMS

Item 1.4. The bike rack had been bolted into the ground on 6th March 2020.

19/254 CLERK’S REPORT/CORRESPONDENCE

19/254.1 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. PCSO Sue Keers – Monthly Report February 2020
- c. Invitation to attend the Cheshire Anti-Bullying Commission’s Phase 1 Report – 23rd March 2020 – Cheshire College, Dane Bank, Crewe
- d. Information Commissioner’s Office – Update
- e. Tarvin Community Woodland Trust – Minutes of their March 2020 meeting.
- f. Keep Britain Tidy Campaign - Dogs

19/254.2 Village Fete

The Fete scheduled for Saturday 13th June had been postponed. The new provisional date was 5th September 2020

19/254.3 St Andrews Churchyard

The meeting noted that an application made in January 2020 for funding, via the Clerk, amounted to £862.73 and the amount received from the Borough Council was £552.55. The reason for the difference between the amount applied for and the amount received was that St Andrews had included items in their claim which were outside the scope of the Parish Grant Scheme. Those items being a squirrel trap, spoil removal, a bulb and keys which totalled £310.18.

19/255 FINANCIAL MATTERS

19/255.1 February 2020 Payments

Councillor Ford had confirmed in writing that the February 2020 payments authorised at the Council Meeting had been made by the Clerk as approved by Council.

19/255.2 RESOLVED: that the following payments made since the February meeting be approved.

Payee	Detail	Amount to be Paid
VAT	Net Amount to Charge against budget	Budget available before payment
Wicksteed Leisure	Parts for Equipment – Children’s Play Area	190.76
31.79	158.97	900.00
Crime Prevention Services	CCTV Annual Maintenance Charge	152.77
25.46	127.31	175.00

19/255.3 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
Morrall Play Services Ltd	Annual Inspection of the Play Equipment on the King George V Playing Field 2019	54.00
9.00	45.00	741.03
Tarvin Community Centre	Hire of Room – Council Meetings January to March 2020	69.38
0.00	69.38	311.00

St Andrews Church	Grant funding received from Cheshire West and Chester Council	552.55
0.00	552.55	0.00
Mr M Hassall	Qtr. to March 2020 Home Working Allowance £52.00 Postage £6.38 Viking Ink and Paper £109.73	168.11
18.29	149.82	150.87
Payroll	March 2020	1,307.51
0.00	1,307.51	

19/255.4 Direct Debit

The meeting noted the following direct debit:

British Telecom Plc – 2nd March 2020 - Telephone and Internet February 2020 – £133.16.

19/256 TOPICS FOR TARVINONLINE

RESOLVED: that articles be written on the revised date for the Community Clean Up Hot Wash of the Play Area, Action on Speeding, Covid 19.

19/257 DATE OF NEXT MEETING - Monday 27th April 2020 – 7.15pm – Venue to be confirmed

19/258 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)

19/259 STAFF SALARY REVIEW AND TERMS OF EMPLOYMENT.

Consideration of Salary Review

RESOLVED: that all staff receive a 2.5% increase from 1st April 2020.

19/260 CORONAVIRUS

19/060.1 RESOLVED: that the meeting be suspended to hear the broadcast from the Prime Minister

19/260.2 RESOLVED: that the meeting be reconvened

19/260.3 RESOLVED: that following the announcement of the Prime Minister Council will:

- Deliver the leaflet produced by Tarvin churches as soon as they are received. Leaflets should be available Tuesday 24th March and perhaps some on Thursday 26th. The leaflets will be delivered by an individual Councillor and will count as their one exercise per day.
- Keep Tarvinonline up to date when information is received from Official sources
- Leave the King George V Playing Field open but the children’s play area will be locked and play equipment outside the children’s play area must not be used. The car park will be locked.
- Publicise what is expected of the public and parents not only on Tarvinonline but also on A boards placed on the High Street and outside the Co-op.
- fully support the churches initiative and offer practical help
- Publish the above on Tarvinonline