

MINUTES OF A MEETING OF TARVIN PARISH COUNCIL HELD IN THE EDNA ROSE ROOM, TARVIN COMMUNITY CENTRE ON MONDAY 27TH MARCH 2023.

PRESENT:

Councillor R Ford (Chairman)
Councillor E Lush (Vice Chairman)
Councillor P Buckley
Councillor M Butler
Councillor D H Cotgreave
Councillor S Dutton
Councillor D Howorth
Councillor S Parker
Councillor P Ryan
Councillor P Twigg

IN ATTENDANCE:

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

APOLOGIES AND REASONS FOR ABSENCE:

Councillor M Pochin (work commitment)
Cheshire West and Chester Council – Councillor J Leather

22/230 DECLARATIONS OF INTEREST, DISCLOSABLE PECUNIARY INTERESTS, AND DISPENSATIONS

22/230.1 New Written Requests for Dispensations

There were no new requests.

22/230.2 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 Buckley and Twigg declared Disclosable Pecuniary Interests in Planning Application 23/00285/S73 and confirmed that they would leave the room when the item was considered. No other declarations were made.

22/231 OPEN FORUM

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

22/232 PARISH COUNCIL MEETING

RESOLVED: that the Council meeting be reconvened.

22/233 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)

22/233.1 A concern had been raised regarding the usage of the public noticeboard on High Street

22/233.2 A concern had been raised regarding potholes along Ryecroft Lane. The resident had indicated that his car springs had been damaged and he considered that the road was dangerous for cyclists.

22/233.3 An update had been requested on Planning Application 21/03690/FUL – Land at Tarporley Road, Tarvin

22/233.4 Cheshire West and Chester Councillor Tonge had stated that the only open consultation was the Standardised School Year. He had confirmed that the work on the footway along Tarporley Road would be undertaken and the grant not affected if the work had not been completed at the financial year end.

22/234 MINUTES OF THE MEETING HELD ON 27TH FEBRUARY 2023.

RESOLVED: that the minutes of the meeting held on 27th February 2023 be signed by the Chairman of the meeting as a correct record.

22/235 REPORTS ON MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 27TH FEBRUARY 2023 NOT COVERED BY THE AGENDA

Neighbourhood Pride Scheme Application (Previous Minute 22/215)

Cheshire West and Chester Council had indicated that the work would still be undertaken and grant not affected if everything was not completed by 31st March 2023.

22/236 ADDITIONAL ITEM TAKEN FROM THE MINUTES OF THE MEETING HELD ON 27TH FEBRUARY 2023

The Chairman gave approval for this item which was not a report from the meeting. Minute 22/214.2 was used to raise the item.

RESOLVED: that the Clerk write to Cheshire Police saying how pleased Council was with the work being undertaken by PCSO James Hannath.

22/237 PLANNING MATTERS

22/237.1 Planning Applications

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

23/00285/S73 – Erection of dwelling with garage workshop (demolition of existing storage unit) - Variation of Condition 2 of 16/03509/REM (Ownership of the site has changed and these are the requirements of the new owner, vary internal layout, fenestration alterations, dormers to front & rear and provide single storey rear extension to dwelling with roof terrace) - Land to The Rear of Church Street Tarvin

Comment: No Objection

23/00684/FUL - Demolition and re-construction of boundary wall and widening of access and hardstanding (retrospective) Broomheath Cottage, Platts Lane, Tarvin

Comment: No Objection

23/00860/CAT – Removal of Conifer. The gap will be replanted with low level Copper Beech Hedging – 60 High Street, Tarvin

Comment: No Objection

22/237.2 Notices

22/03788/FUL - First floor side extension and single storey rear extension -2 Park Close, Tarvin - **PERMISSION**

22/04146/FUL - Proposed demolition of existing outbuildings and construction of new single storey rear extension – Glendale, Shay Lane, Tarvin - **PERMISSION**

22/237.3 Signage at Budgens (formerly Greenacre Garage) Church Street.

Notice to remove the signage on the Highway had been served by Highways at the beginning of March. Highways had indicated that they would remove the signage if it was still there at the beginning of April.

22/237.4 Opening hours at Budgens (formerly Greenacre Garage) Church Street.

Planning approval had been for the opening hours to be 7.00am to 10.30pm. The opening hours were 6.00am to 11.00pm. The issue had been reported to Planning Enforcement.

22/238 KING GEORGE V PLAYING FIELD

22/238.1 Rocking Horse

One of the seats on the rocking horse within the children's play area had been damaged and needed to be replaced. A quote had been requested and the repair was expected to be no more than £100.

22/238.2 Annual Power Wash

The annual power wash was due, and a quotation had been requested.

22/238.3 CCTV

The Annual maintenance service on the system had been carried out by Crime Prevention Services, Flintshire on 20th March 2023. There had been no issues.

22/238.4 Tarvin Village Fete

The field had been booked for Saturday 1st July.

22/238.5 Field Management Meeting

The minutes of the meeting held on 16th March 2023 were noted.

The goal posts had continued to deteriorate. The football club considered that they would manage until the summer but would need to be replaced before the following season.

Councillor Twigg had asked the football club representative to look for financial support towards the cost of replacement and she reported that she would continue to liaise with him. The meeting noted that the cost would be a Parish Council responsibility.

22/238.6 Dogs on Leads

Concerns were raised regarding situations where dogs had not been on leads and requests to do so have been ignored.

RESOLVED: that Councillor Dutton write a report for publication on social media regarding the need for dogs to be kept on a lead whilst within the playing field grounds.

22/239 WAR MEMORIAL/ADJACENT WALL/TREE

22/239.1 Stonemason

The provisional start date for the work approved at the previous meeting was Monday 15th May 2023.

22/239.2 St Andrews Church

A representative of St Andrews Church was expected to have access to the historic records later in the week.

22/239.3 Names on Memorial

A Tarvin resident who conducted some research 4/5 years ago on those named had reported that the information on the memorial was not completely accurate.

RESOLVED: not to amend the wording on the memorial.

22/240 DEFIBRILLATOR AT THE SHEAF

Highways had approved the proposed new position for the defibrillator, the defibrillator and cabinet had been ordered, received, and paid for and Cheshire West and Chester Council had released the grant. However, it was reported that the resident who had agreed to have the electricity supply attached to his property, with Council covering all the costs, had changed his mind.

RESOLVED: that the Clerk write to residents at the Sheaf asking for someone to house the equipment either within or outside their curtilage with Council meeting all the costs, or alternatively for suggestions as to the best place to install the equipment.

22/241 SPEED INDICATOR DEVICE

Details of equipment from a supplier had been forwarded to Councillors prior to the meeting. One advantage of the equipment was that the device was portable and could be moved easily to the fixed points approved by Highways. Costs were well within budget.

RESOLVED: that Highways be asked to approve the purchase of a mobile speed indicator device.

22/242 STREETLIGHTING

Highways had indicated that in their opinion most of the lights under Parish Council ownership did not meet the parameters for adoption by a highway authority and to bring them into line for adoption would involve considerable funding by the Parish Council.

RESOLVED: not to take any action.

22/243 RISK ASSESSMENT/STATEMENT ON INTERNAL CONTROL/INSURANCE REVIEW

The Finance Working Party had reviewed the above.

22/243.1 Risk Assessment.

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

22/243.2 Statement on Internal Control.

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

22/243.3 Insurance Review

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

RESOLVED: that the recommendation be accepted

22/244 REPORT ON CONFERENCE WITH CHESHIRE WEST AND CHESTER COUNCIL

RESOLVED: that the following recommendations be approved:

that early in the life of the new Council the Parish Council devote some time to discussing problems facing its community and how they might be overcome; priorities for improving the parish and how these might be achieved; how the Parish Council currently interacts with Cheshire West and Chester Council and how this relationship might be improved; and how engagement with our community is currently achieved and how it might be improved.

22/245 PARISH SPRING CLEAN

RESOLVED: that the next clean be held on 22nd April and a further one on 21st October, subject to approval by the new Council.

22/246 ELECTION UPDATE

The meeting was reminded that the election had been publicised and that any member of the public wishing to stand must have their paperwork approved by Cheshire West and Chester Council before 4pm on 4th April 2023.

The Clerk had an appointment at Wyvern House Winsford at 9am on 24th March and he confirmed that he was happy to take any completed paperwork with him to get it registered.

22/247 CLERK’S REPORT/CORRESPONDENCE

22/247.1 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. Civility and Respect - March newsletter
- c. Cheshire West and Chester Council: Draft Local Validation Checklist
- d. Tarporley War Memorial Hospital: Spring 2023 Newsletter
- e Cheshire Community Action News: March 2023
- f. ICO Newsletter March 2023
- g. Parish, Town, and Community Councils Launch Event - Carbon Literacy Project - Monday 20th March - 10:30am to mid-day.
- h. Average speed camera scheme for A41.
- i. Cycling Matters – Spring 2023

22/247.2 Tarvin Athletic FC

It was reported that the football club were making slow progress with their aim of finding land in the parish which they could use as their base. Meetings had been held to learn about potential funding and discussions were underway with a landowner who had expressed an interest.

22/248 AVERAGE SPEED CAMERAS

RESOLVED: not to approve a request for a letter to be sent to the Police and Crime Commissioner and the Leaders of both Cheshire West and Chester Council and Cheshire East Council asking them what plans they had to install average speed cameras on the A51/A500 from the A55 at Vicars Cross, Chester to the M6 at Barthomley.

22/249 FUTURE OF BUS SERVICE CHESTER/CREWE

The meeting welcomed the registration of the service by Stagecoach following Arriva’s withdrawal but was very concerned that the proposed timetable for the Crewe to Chester service would lead to a loss of service on a Sunday and the late-night service on a Friday and Saturday. These services were well used and their impact very serious for our community.

RESOLVED: that a letter be sent to the Traffic Commissioner expressing concerns of the Council.

22/250 GENERAL FINANCIAL MATTERS

22/250.1 February 2023 Payments and Payments between meetings

Councillor Ford had confirmed in writing that all payments authorised by the February meeting had been made as approved by Council and that the payments shown below as paid since the last meeting had been paid as shown.

22/250.2 RESOLVED: that the following payments made since the February meeting be confirmed:

Payee	Detail	Amount to be Paid
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VAT	Net Amount to Charge against budget	Budget available before payment
British Heart Foundation	Defibrillator	600.00
0.00	600.00	N/A
Mr M Hassall	Re-imbusement of Expenditure – Cabinet for Defibrillator	534.00
89.00	445.00	N/A
Crime Prevention Services	CCTV Annual Maintenance Charge	161.94
26.99	134.95	0.00
Water Plus Ltd	Water King George V Playing Field – 20th January to 19th February 23 -estimated bill	28.58
0.00	28.58	0.00
St Andrews Church, Tarvin	Churchyard Grant from Cheshire West and Chester Council	931.68
0.00	931.68	N/A

22/250.3 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
Tarvin Methodist Church	Hire of Room for Field Management Meeting March 2023	9.65
0.00	9.65	109.41
Mr M Hassall	Clerk Expenses Qtr. to 31st March 2023. Work at Home Allowance £78.00, Postage £6.12, Printer Ink £60.29, Election briefing 24 miles at 45p 10.80.	155.21
10.05	145.16	163.40
Payroll	March 2023	1,696.36
0.00	1,696.36	532.57
HMRC	PAYE and Nat Insce January to March 2023	1,535.09
0.00	1,535.09	0.00

22/250.4 Direct Debits

The meeting noted the following direct debit payments:

1st March 2023 – British Telecom Plc - Telephone and Internet February 2023 – two venues – £120.13

6th March 2023 - Sage Global Services Ltd – Payroll Software March 2023 - £8.40

22/250.5 Ear-marked reserves and planned capital expenditure.

The meeting noted and confirmed the following ear-marked reserves at the end of the financial year:

Playground Equipment Capital Fund £7,873.96, New Homes Bonus £1,890.70, Community Infrastructure Levy £33,566.84, Tree Inspection/Tree Works £180.00,

Election Costs £1,200.00, Streetlighting Condition Check £1,300.00, Reserve re future changeover of Clerk £500.00, Members Grant £1,500.00 re footway Tarporley Road, Members Grant £473.00 re defibrillator.

The meeting confirmed that there was no planned capital expenditure.

22/250.6 Fixed Asset Schedule March 2023

The meeting confirmed the Fixed Asset Schedule at March 2023. A copy is attached to the minutes.

22/250.7 Section 137 Payments Year to March 2023.

The meeting confirmed the Section 137 payments for the Year to 31st March 2023. A copy of the document is attached to the minutes.

22/251 YEAR 2023/24 BUDGET FOLLOW UP

22/251.1 Letter from Resident

A resident had asked why the precept increase was more than double inflation when Council had managed to keep increases in line with inflation during the previous two years.

RESOLVED: that the Clerk respond to the resident.

22/251.2 Finance Working Party Update

The Finance Working Party reported that there had been an error on the 2018/19 budget and the error had been repeated each year since then. The error had been to include the VAT refund from the previous year's purchases in the budget figures, thus understating the amount of precept required. It was incorrect because all the other figures are exclusive of VAT. The finance working party indicated that £4,000 of the Community Infrastructure Levy could be used to plug any gaps in the 2023/24 expenditure. The meeting noted that the finance working party would like to see the new Council increase the scrutiny of expenditure by holding quarterly reviews of progress against budget.

22/252 PUBLIC NOTICEBOARD HIGH STREET TARVIN

22/252.1 A resident had pointed out that the public notice board had items on it which were not necessarily relevant to Tarvin and that the board got so filled up that on some occasions one notice had to be removed in order to put up something new.

RESOLVED: that Councillor Dutton write an article for social media which would also be placed on the noticeboard.

22/252.2 At least two of the cork tiles were coming away from the back board so a repair was necessary.

RESOLVED: that Councillors Ford and Ryan be authorised to carry out the repair.

22/253 LIST OF OUTSTANDING ITEMS

The report was noted.

22/254 TOPICS FOR PUBLICATION

Playing Field, dogs on the field, war memorial, notice board, spring clean, bus service.

22/255 DATE OF NEXT MEETING – Monday 24th April 2023 – 7.15pm - Edna Rose Room, Tarvin Community Centre

22/256 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)

22/257 STAFF TERMS OF EMPLOYMENT

RESOLVED: that the new National Living Wage and National Minimum pay rates be implemented from 1st April 2023.