

MINUTES OF A MEETING OF TARVIN PARISH COUNCIL HELD IN THE EDNA ROSE ROOM, TARVIN COMMUNITY CENTRE ON MONDAY 23RD MAY 2016

PRESENT:

Councillor E Lush (Chairman)
Councillor S Hardacre (Vice Chairman)
Councillor D H Cotgreave
Councillor R Ford
Councillor L Holmes
Councillor M Lloyd
Councillor P Twigg

IN ATTENDANCE:

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

APOLOGIES:

Councillor C Jones (family commitment)
Councillor M Pochin (family commitment)
Councillor P Ryan (holiday)
Cheshire West and Chester Councillor H Deynem

16/029 ELECTION OF CHAIRMAN

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

16/030 DECLARATION OF ACCEPTANCE OF OFFICE

Councillor Lush signed the Declaration of Acceptance of Office.

16/031 ELECTION OF VICE CHAIRMAN

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

16/032 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 Lloyd, M Pochin

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 C Jones, P Twigg

STREETSCENE WORKING PARTY

Councillors D H Cotgreave, S Hardacre

ADVISORY WORKING PARTY

Councillors D H Cotgreave, E Lush, P Twigg

PUBLIC FOOTPATH WORKING PARTY

Councillor S Hardacre, P Ryan plus local resident Mr R Williams

RESOLVED: that the following be discontinued:

Strategy Working Party

Parking Working Party

Future Land Use Masterplan Working Party

Home to School Transport Working Party

16/033 APPOINTMENTS TO OUTSIDE ORGANISATIONS

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

COMMUNITY CENTRE MANAGEMENT COMMITTEE

Councillor S Hardacre

TARVIN EDUCATIONAL TRUST

Councillor D H Cotgreave

CHESHIRE ASSOCIATION OF LOCAL COUNCILS

(Chester Area Meetings)

Councillors S Hardacre, E Lush, Vacancy

16/034 APPOINTMENT TO TARVIN NEIGHBOURHOOD PLAN STEERING GROUP

Councillor E Lush

16/035 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 an issues to be shared. The main users of the field are expected to share an update on their work at each meeting.

Councillors C Jones, S Hardacre, L Holmes, P Twigg. Councillor Twigg to act as Chairman of the Committee.

16/036 DECLARATIONS OF INTEREST, DISCLOSABLE PECUNIARY INTERESTS, AND DISPENSATIONS

16/036.1 New Written Requests for Dispensations

There were no new requests.

16/036.2 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. Councillor Twigg declared a Family, Friend, Close Associate Interest in Planning Application 16/01557/FUL.

No other declarations were made.

16/036.3 Members Declaration of Interests

Councillors were reminded that they should check their Members Declaration of Interests to ensure that the document was up to date

16/037 OPEN FORUM

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

16/038 PARISH COUNCIL MEETING

RESOLVED: that the meeting be reconvened.

16/039 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)

16/039.1 A local resident had asked whether Council saw the New Homes Bonus as a top up on income or a way of supporting the Parish and its increasing population.

16/039.2 Referring to minute 16/015 of the previous meeting it had been suggested that there should have been more methodology behind the decisions taken. To those listening it had appeared that local organisations had not had to justify any reasons for the grant and no Councillor had asked what the money would be used for.

16/039.3 Borough Councillor Leather had provided helpful background information on the proposed Parking Strategy and Gypsy and Traveller Policy

16/040 MINUTES OF THE MEETING HELD ON 25TH APRIL 2016

RESOLVED: that the minutes of the meeting held on 25th April 2016 be signed by the Chairman as a correct record.

16/041 REPORT ON ACTIONS ARISING FROM THE MEETING ON 25TH APRIL 2016

16/041.1 Vacancy for the position of Councillor (Previous Minute 16/007.1)

Ten local residents had not requested an election by 7th May so Council was able to co-opt. The position had been publicised in the May newsletter and applications had been requested by 20th June 2016

16/041.2 Saxon Heath Estate (Previous Minutes 16/014.1 and 16/023.1c)

16/041.2.1. The meeting noted that an e-mail from a local resident received following the discussion at the previous Council meeting had been forwarded to Councillors.

16/041.2.2 Mr John Evans (Cheshire West and Chester Council) had promised to speak with Taylor Wimpey regarding the gate

16/041.2.3 Waste Bin (Previous Minute 16/014.2)

Cheshire West and Chester Council had agreed to look at installing a waste bin by the bus stop on Tarporley Road.

16/041.2.4 Report on Chester and Vale Royal Area Meeting (Previous Minute 16/023.1h)

Copies of the reports from Councillor Lush are attached to the minutes

RESOLVED: that the Neighbourhood Plan Steering Group prepare a proposal for Council to apply for some of the priority outcomes money

16/041.2.5 Cheshire West and Chester Council Rights of Way Improvement Plan Consultation (Previous Minute 16/018)

The meeting noted that the working party had completed and returned the consultation paperwork.

16/041.2.6 Tree on the Highway in front of No 2 Andrews Close, Tarvin (Previous Minute 16/023.3)

The matter had been reported to Cheshire West and Chester Council who had confirmed that no one had been authorised to carry out any work and that they would be looking to take action against whoever had carried out the work.

16/041.2.7 Book Cases – Along the Street (Previous Minute 16/020)

Local residents had been consulted via Tarvinonline and Tarvin Times. There had been a small number of both positive and negative comments on Tarvinonline. The Clerk had received two positive comments via phone.

RESOLVED: that Councillor Hardacre ask the library for their views.

16/042 PLANNING MATTERS

16/042.1 Planning Applications

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

16/01423FUL - Proposed single storey side extension, internal alterations and new roof light – Websters Cottage, 39 High Street, Tarvin

Comment: No Objections.

16/01688/FUL – Resubmission of approved scheme 15/00876/FUL. Erection of a garage and associated works – Glebe Cottage, Church Street, Tarvin

Comment: No Objections.

16/01817/FUL – Single storey front extension – 60 Crossfields, Tarvin

Comment: No Objections.

16/01959/FUL - Extension for a wedding and conference venue (replace temporary marquee) - Pryors Hayes Golf Club, Willington Road, Oscroft

Comment: No Objections.

16/01480/FUL – Relocate Driveway – Somerset, Shay Lane, Oscroft

Comment: No Objections.

16/01557/FUL – Construction of a detached garage – Woodfield Farm, Willington Road, Oscroft

Comment: No Objections.

16/042.2 NOTICES

The following notices had been received:

16/01507/FUL - Resubmission of approval 15/02293/FUL. Erection of a two storey side extension – 77 Hockenhull Lane, Tarvin - **PERMISSION**

16/00497/FUL - Change of use from agricultural land to a commercial Christmas tree plantation with retail sales, erection of a retail cabin and storage building, access track and car park – Land at Shay Lane, Oscroft - **PERMISSION**

16/01587/FUL - Two-storey side extension and single-storey rear extension – 43 The Ridgeway, Tarvin – **PERMISSION**

16/043 TARVIN NEIGHBOURHOOD PLAN

16/043.1 Minutes

The minutes of the Steering Group meetings held on 14th April and 12th May 2016 were noted.

Councillor Lush confirmed that the Neighbourhood Plan Questionnaire would be given out during the week commencing 30th May and that the work would be undertaken by the Steering Group. Council recommended that a central drop off point for completed questionnaires would be very helpful.

16/043.2 Grant Application

Councillor Lush reported that the Steering Group had been unable to draft the grant application as they had not been able to open the document. However a further document had now been received so the application would be drafted in the very near future.

16/044 KING GEORGE V PLAYING FIELD

16/044.1 Draft minutes of the meeting held on 4th May 2016 were examined and noted. A copy is attached to the minutes

RESOLVED: (16/044.1) that Council consider Item 4.1 of the minutes when there was a proposal in place to resurface the car park.

RESOLVED: (16/044.2) that Council consider Item 4.2 of the minutes when the Neighbourhood Plan Steering Group had completed its work.

16/044.2 Drug Taking on the Playing Field (Previous Minute 16/011.2.2)

The Police had found very little evidence of any drug taking but believed that the venue may have changed as they had become aware of it at a different location.

16/044.3 Zip Wire (Previous Minute 16/011.3)

The launch pad of the Zip Wire had been repaired.

16/045 THE GOOD CITIZEN AWARD

The meeting considered a report from Councillors Jones and Lloyd, a copy of which is attached to the minutes.

RESOLVED: not to proceed, mainly due to the amount of work that would be involved. Councillors Jones and Lloyd were thanked for producing such a helpful report.

16/046 GRANTS TO LOCAL ORGANISATIONS

The amount of £2,750 had been allocated at the previous meeting leaving a balance of £150.00.

The following requests had been received following an article on Tarvinonline:

2nd Tarvin Brownies. A donation towards their end of year outing to Broomheath Plantation. They were planning to take 50 local girls on a campfire evening with sausages and marshmallows.

St Andrews Church. A grant of £150.00 which would be used towards the purchase and installation of a church tower 8m flag pole. The order had been placed, and the installation would take place before the Queen's official birthday weekend 11th /12th June. The cost of materials and installation was in the region of £1,200.00. This would be paid for solely by donation, and to date they had over a third towards the cost.

RESOLVED: (16/046.1) that grants of £50 be given to Tarvin Brownies and £100 to St Andrews Church.

RESOLVED: (16/046.2) that the St Andrews Church project be examined again at the next Council meeting

16/047 SECTION 106 MONEY

The meeting noted that there was still a sum of £18,828.00 available from the development of the Old Copper Kettle site to be spent on Play/Open Space Provision and that the money needed to be spent before September 2017.

Councillor Twigg suggested the following for the King George V Playing Field

- a. Rotterdam concrete table tennis table £2,300.00, 8m x 12m of grass matting £1,280.00
Concrete base 1.6m x 2.1m – not known
- b. Concrete Chess Table £2,595.00, Concrete base – not known

In addition Councillor Twigg was seeking quotes for the following for the children's play area:

- a. landscapers to put soil on the hill to cover the concrete and the matting under the hill slide.
- b. the tarmac path by the baby swings in the play area had sunk (trip hazard), so needed relaying

RESOLVED: (16/047.1) that the addition of a table tennis table be agreed in principle

RESOLVED: (16/047.2) that an article be written for Tarvinonline asking for feedback on a chess table

RESOLVED: (16/047.3) that Councillor Twigg seek a quotation for resurfacing the King George V Playing Field Car Park.

16/048 REPORT ON INEOS SHALE CONSULTATION WITH LOCAL COUNCILS ON 10TH MAY 2016

A copy of the report from Councillors Lush and Ryan is attached to the minutes.

RESOLVED: not to invite INEOS Shale to a future meeting unless there was likely to be a site within 5km of the Tarvin Parish boundaries.

16/049 GYPSY AND TRAVELLER SITES UNDER CONSIDERATION BY CHESHIRE WEST AND CHESTER COUNCIL

A copy of a report downloaded from the Cheshire West and Chester Council website had been forwarded to Councillors. It was emphasised that a formal consultation would be carried out by Cheshire West and Chester Council before any scheme was implemented.

The meeting noted that the report highlighted that 26 sites were being taken forward for further detailed assessment, which together formed the shortlist. Two of the sites were in Tarvin Parish, Holding No 10, Tarporley Road, Tarvin and Land at Church Farm, Cross Lanes, Tarvin. The following traffic light system had been used to assess the 26 sites

Red – Site assessed to be unsuitable in relation to the criteria i.e. insurmountable constraints present on the site which would make the development of a traveller site unsuitable. There would be no scope for overcoming the constraints in a realistic time period, or the site would impact upon the surrounding area to an unacceptable level which could not be mitigated against.

Amber – Site considered to be suitable subject to further investigation or the introduction of mitigation measures.

Green – Site considered to be suitable in principle for a Gypsy and Traveller or Travelling Show Persons' site.

Holding No 10, Tarporley Road had been assessed as Amber and Land at Church Farm, Cross Lanes had been assessed as Red.

RESOLVED: that Council write to Cheshire West and Chester Council highlighting why Holding No 10, Tarporley Road should be marked Red rather than Amber

16/050 COMMUNICATION

16/050.1 Website. A copy of a report presented by Councillor Ford is attached to the minutes.

16/050.2 Newsletter. A copy of a report presented by Councillor Hardacre is attached to the minutes.

16/051 PUBLIC COMMENTS FROM THE ANNUAL PARISH MEETING

The turnout for the meeting had been poor with only Councillors and organisations invited to give reports present. There were no public comments for Council to consider.

16/052 Platts Lane

A local resident had complained about potholes on the lane between Crowsfoot Cottage and Okells which she believed had been caused by heavy Dutch registered lorries accessing NW Plants from the Okells direction. She considered that heavy vehicles should access NW Plants from the Cross Lanes end of Platts Lane.

The meeting noted that Platts Lane was closed for work by Highways and it was thought that the work included resurfacing the road.

RESOLVED: that the Clerk write to NW Plants asking them to encourage heavy vehicles to approach them only from the Cross Lanes end of Platts Lane.

16/053 LIST OF OUTSTANDING ITEMS

A copy of the report is attached to the minutes.

16/054 CLERK’S REPORT/CORRESPONDENCE

16/054.1 The following had been forwarded to Councillors:

a. Update - Cheshire West and Chester Local Plan - Adoption of Houses in Multiple Occupation and Student Accommodation SPD

b. Cheshire Association of Local Councils E Bulletins – Bulletin 989 highlighted that there was to be a Borough wide parking strategy developed by Cheshire West and Chester Council. There were various dates for workshops.

RESOLVED: that Councillors Lush and Ryan attend the workshop at Frodsham and Councillors Cotgreave and Ford attend the workshop at Malpas.

c. Cheshire Association of Local Councils – Newsletter May 2016

d. An e-mail from PC Brachaniec regarding a resident on Church Street, Tarvin

RESOLVED: that the Clerk arrange a meeting on site with the conservation officer to see what improvements could be put in place.

e. A request from Ashton Hayes and Horton cum Peel Parish Council for a donation to be made to Ashworth Timebank had been forwarded to Councillors.

RESOLVED: that the Clerk ask how any donation would be spent.

16/054.2 Litter Pickers.

RESOLVED: that the Clerk purchase a further box of 12 litter pickers

16/054.3 Comments from Local Residents

The Clerk reported that two local residents had telephoned after reading the report on the Annual Parish Meeting on Tarvinonline to say how much they appreciated reading Parish Council articles both online and via the newsletter.

16/055 FINANCIAL MATTERS

16/055.1 The following cheque payment had been made between meetings

Payee	Detail	Amount to be Paid
VAT	Net Amount to Charge against budget	Budget available before payment

Digital Impressions	Tarvin Times £105.00 Neighbourhood Plan Updates £165.00 Neighbourhood Plan Questionnaires £310.00	580.00
0.00	105.00	3,115.00
0.00	165.00	0.00
0.00	310.00	0.00

It was anticipated that a grant would be received to cover the £475.00 expenditure. Until the grant was received £306.00 had been transferred from Contingency and £169.00 had been transferred from CWaC Services Assimilation

16/055.2 Cheque Payments

RESOLVED: that the following payments be authorized:

Payee	Detail	Amount to be Paid
VAT	Net Amount to Charge against budget	Budget available before payment
Fastrack Maintenance Ltd	Grass Cutting April 2016	289.08
48.18	240.90	2,680.00
United Utilities Water Ltd	Qtr. to April 2016	125.10
0.00	125.10	300.00
Mr P Maiden	Timber to repair Zip Wire Equipment	5.99
0.00	5.99	205.00
Tarvin Community Centre	Grant £1,000.00 Storage of Archives for 2016/17 123.87 Grant for Summer Fete £200.00	1,323.87
0.00	1,000.00	2,900.00
0.00	123.87	150.00
0.00	200.00	1,900.00
Tarvin Community Woodland Trust Ltd	Grant £1,000.00	1,000.00
0.00	1,000.00	1,700.00
1st Tarvin Scouts	Grant £400.00	400.00
0.00	400.00	700.00
Tarvin Christmas Festival	Grant £150.00	150.00
0.00	150.00	300.00
JDH Business Services Ltd	Internal Audit Year to 31st March 2016	132.00
22.00	110.00	340.00
Payroll	May 2016	870.28
0.00	870.28	12,589.72
Tarvin Community Centre	Stall at Village Fete 2016	25.00
0.00	25.00	199.01

16/055.3. Direct Debit

The meeting noted that the following payment had been made by direct debit on 29th April 2016

British Telecom Plc – Telephone and Internet April 2016 – £57.24

16/055.4 Internal Audit Report

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

16/055.5 Annual Governance Statement

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

16/055.6 Accounting Statements

The Accounting Statements for the year ended 31st March 2016 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.

16/055.7 Bank Mandate

RESOLVED: that all members of the Finance Working Party be added to the bank mandate.

16/055.8 Information Commissioners Office

RESOLVED: that the annual data protection registration fee of £35 be paid by direct debit

16/056 TOPICS FOR TARVINONLINE

RESOLVED: that articles be written on the following:

Play and Open Space Provision, Citizen of the Year Award, Gypsy and Traveller Sites under consideration, appointments for the coming year.

16/057 DATE OF NEXT MEETING - Monday 27th June 2016 – 7.15pm - Edna Rose Room, Tarvin Community Centre.