

MINUTES OF A MEETING OF TARVIN PARISH COUNCIL HELD IN THE EDNA ROSE ROOM, TARVIN COMMUNITY CENTRE ON MONDAY 27TH OCTOBER 2025.

PRESENT:

Councillor R Ford (Chairman)
Councillor M Butler (Vice Chairman)
Councillor P Buckley
Councillor C Edwards
Councillor E Lush (Cheshire West and Chester Council Councillor)
Councillor P Ryan
Councillor P Twigg
Councillor M Williams

IN ATTENDANCE:

6 Members of the Public
Parish Council Clerk – Mr M Hassall

APOLOGIES AND REASONS FOR ABSENCE:

Councillor S Dutton (medical issue)
Councillor N Poole (unwell)
Councillor A Sheppard (holiday)
Cheshire West and Chester Councillor T Cooper

25/110 DECLARATIONS OF INTEREST, DISCLOSABLE PECUNIARY INTERESTS, AND DISPENSATIONS

25/110.1 New Written Requests for Dispensations

There were no new requests.

25/110.2 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 Butler declared an interest in minute 25/113.3 as he had become aware that the landowner was an immediate neighbour. No other declarations were made.

25/111 OPEN FORUM

The Head of Planning for Cheshire West and Chester Council (CWaC) had provided an update on planning matters, and in particular the current situation regarding housing development in the Borough. His update had included a question-and-answer session with both Councillors and members of the public being able to ask questions.

He had noted that nationally every Borough and County Council had a new target for the number of houses to be delivered each year. For CWaC the new figure was just over 1,900 units per annum, approximately double the previous target. The increased target meant that CWaC could no longer show it had a minimum 5-year supply of land for housing, which meant that, unless there were good planning reasons for refusal of a housing application, it would be allowed.

25/112 MINUTES OF THE MEETING HELD ON 22ND SEPTEMBER 2025.

RESOLVED: that the minutes of the meeting held on 22nd September 2025 be signed by the Chair of the meeting as a correct record.

25/113 REPORTS ON MATTERS ARISING FROM THE MINUTES OF THE MEETING

HELD ON 22ND SEPTEMBER 2025 NOT COVERED BY THE AGENDA

25/113.1 Data Protection (Previous Minute.25/105.1)

Councillor Poole had been registered to attend the "Data protection training for Parish and Town Councillors" session. The cost would be £30.00.

25/113.2 Planning Application 25/01952/FUL (Previous Minute 25/095.1)

A member of the public had written to the Clerk asking that Council reconsider the comment made on the Planning Application. He considered that the proposed handrail should be placed on the right side by the wall and not on the left. His main reasoning was that the slope was used by many vehicles, parishioners, tradesmen and delivery types, and a left sided handrail would not last very long before being damaged. He considered that a handrail on the right, approximately 300mm from the wall would be better.

RESOLVED: not to change the comments made at the previous meeting.

25/113.3 Autumn Clean Up (Previous Minute 25/094.4)

The litter pick in Tarvin had been a disappointment as only 5 people had been involved, 2 on Friday and 3 on Saturday, and 3 of those were Councillors. However, the following areas had been litter picked: Church Street, Tarporley Road, upper part of the High Street, Hockenhull Lane, Field Lane/Close, Heath Drive, Broomheath Lane (village side) and the paths opposite the school.

The litter pick in Oscroft had gone well with 10 people supporting it.

RESOLVED: to hold a litter pick in the Spring 2026, probably April, and with more publicity given to it using social media.

25/113.4 Damaged Wall Lower High Street (Previous Minute 25/092.3)

An e-mail had been received from Highways, via Borough Councillor Cooper, confirming that they were progressing the issue.

25/114 PLANNING MATTERS

25/114.1 Planning Applications

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

25/02846/FUL - Erection of first floor rear extension over existing single storey outrigger - 21 The Pryors Tarvin

Comment: No Objections, building materials to match existing property.

25/02741/FUL - Single storey extension - Cross Lanes Farm, Cross Lanes, Oscroft

Comment: No Objection subject to the extension satisfying Local Plan policy DM21 and the House Extensions and Domestic Outbuildings SPD

25/03091/FUL - Construction of new attached double garage to side of dwellinghouse - Cherry Tree House Church Street Tarvin

Comment: It is unclear where the vehicular access will be to serve this new garage. We assume that no new access onto Church Street is proposed.

For design balance, can the width of the garage be reduced slightly, normally side extensions should be no wider than half the width of the original dwelling (bearing in mind that the standard width of a double garage typically ranges from 5.4 meters to 6 meters)

25/114.2 Notices

25/01493/FUL - Two storey side and single storey front and rear extensions – 63 Crossfields, Tarvin -- **PERMISSION**

25/02511/FUL – Demolition of part of existing single storey extension and proposed single storey rear extension with flat roof – 18 The Pryors, Tarvin - **PERMISSION**

25/02339/FUL - Erection of rear detached garage - 2 The Sheaf Cottages, Platts Lane, Sheaf - **PERMISSION**

25/01632/FUL - Erection of garden building at rear of garden (resubmission of 22/01392/FUL – Sunnyside, Church Street, Tarvin - **PERMISSION**

25/114.3 APPEAL

24/02969/FUL - Demolition of existing barn buildings. Erection of two storey dwelling, garden room, garage and office - Stapleford Mill Farm, Ryecroft Lane, Bruen Stapleford – **APPEAL DISMISSED**

25/114.4 SETTLEMENT SPATIAL PLAN

Two reports had been received from the contractor.

RESOLVED: to consider the reports at a meeting as soon Cheshire West and Chester Council Planning released its forecast numbers for new housing in each area (expected in two weeks)

25/115 KING GEORGE V PLAYING FIELD

25/115.1 Surfaces

The meeting noted that the work approved at the last meeting would be ordered at the beginning of November.

25/115.2 Proludic - Spring See-Saw

A bearing assembly unit had been ordered as per recommendation in the Independent Inspection of Equipment Report (May 2025) at a cost of £1,330.76 plus VAT.

25/115.3 Kompan

A hanging ring had been ordered as per recommendation in the Independent Inspection of Equipment Report (May 2025) at a cost of £381.47 plus VAT.

25/115.4 Installation. The quote for installing the above two items plus replacing missing bolts on the fence amounted to £450.00.

RESOLVED: that the quote be accepted.

25/115.5 Tennis Club

Wave Utilities had opened an account for Tarvin Tennis Club, and the Club had been receiving invoices for sewage but not paying them as they considered that the account had been opened and invoices raised in error. Under the terms of their lease they reimburse Council for water and sewage. The Clerk and Councillor Butler (representing the Tennis Club) reported that they had been trying to resolve the issue for some months without success. Wave Utilities were seeking £1,606.45 from the Tennis Club and had asked a collection agency to recover the debt. Wave were also asking the Parish Council to take on the account and debt. The Clerk had asked United Utilities for their help in resolving the matter and a response was awaited.

RESOLVED: that if the matter is not resolved by the next Council meeting Council may need to seek help from solicitors.

25/116 LAND HOUSING THE WAR MEMORIAL

RESOLVED: that the documents from the surveyor (site survey and the site survey with the area of ownership shown as the accurate record of the area, as well as the HMLR compliant red line plan for the first registration) be approved.

The Clerk reported that he would be forwarding all the draft statements to the solicitor following the meeting.

25/117 CHESHIRE WEST CONNECTIONS

Councillor Butler provided an update from the meeting with Highways on 25th September 2025

25/118 DEFIBRILLATOR – OUTSIDE COMMUNITY CENTRE

25/118.1 Reporting

RESOLVED: that Councillor Edwards take over the checking of the equipment and updating information on The Circuit website.

25/118.2 Pads

The meeting noted that the Clerk had ordered new pads as the existing ones expire at the beginning of November.

25/119 PUBLIC RIGHTS OF WAY

Application under the Wildlife and Countryside Act 1981

A copy of the paperwork received from Rights of Way had been forwarded to Councillors. Prior to the meeting the Clerk had received a phone call from a member of the public who had indicated that in his opinion Council had no chance of succeeding with a new application. He had referred to two items that supported his opinion, one from the new Rights of Way paperwork and one from Independent Examiners report on the original application.

RESOLVED 25/119.1: that Councillors study the paperwork before progressing as it would be wrong to move forward and waste everybody's time if the resident was correct.

RESOLVED 25/119.2: that after studying the paperwork Councillors forward their comments to the Clerk who would collate them and pass them to Councillors Twigg and Williams who would prepare a recommendation for the next Council meeting. Councillors were asked to forward their comments by 3rd November.

25/120 STREETLIGHTING

The streetlight situated between the properties Dogwood Cottage and Cotton Lodge, Willington Road, Oscroft was not working, and the contractor had been asked to repair it.

25/121 NEWSLETTER

RESOLVED: that the main items for publication would be the Christmas Street Market, Christmas Trees, Blister Packs, Planning, Land housing the War Memorial, Litter Picking. Councillors were asked to forward articles to the end by the end of October.

25/122 CLERK'S REPORT/CORRESPONDENCE

25/122.1 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. Information Commissioners Office Newsletter - October 2025
- c. Cheshire Community Action Newsletter October 2025
- d. Cheshire Community Action AGM - Thursday 6th November 2025, 10am to 12.30pm Farndon Community Club
- e. Cheshire West Online Connections Event: Get Cheshire West Moving Strategy - 17th November at 6pm
- f. CWaC – Fit for the Future – Budget Consultation

25/122.2 Recorded Crime

The meeting noted that in August 2025 there had been 8 recorded crimes in Tarvin Parish
 7 Violence and Sexual Offences (3 at or near Broom Crescent, 1 at or near each of
 Broomheath Lane, Tarporley Road, Townfield Lane, and The Pryors)
 1 Bicycle Theft (at or near High Street)

25/123 FINANCIAL MATTERS**25/123.1 September 2025 Payments and Payments between meetings**

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

25/123.2 RESOLVED: that the following payment made since the last meeting be confirmed:

Payee and Detail	Amount to be paid inc. VAT	Amount net of VAT (charge against budget)	Budget Provision available before payment
Botanica Landscapes Ltd Grass Cutting September 2025	624.00	520.00	1,835.00
Scottish Power Electricity July to September 2025	283.02	269.54	2,049.74
Botanica Landscapes Ltd Hedge Cutting September 2025	780.00	650.00	750.00

25/123.3 RESOLVED: that the following payments be authorised, and that payments be made by internet banking:

Payee and Detail	Amount to be paid inc. VAT	Amount net of VAT (charge against budget)	Budget Provision available before payment
Tarvin Community Centre Hire of Rooms for Council Meetings July to September 2025 + PC Working Party Meeting September 2025	79.78	79.78	220.45
St Andrews Church Annual Donation Re Maintenance of the War Memorial	100.00	100.00	100.00
Mr R Ford Christmas Lights and Batteries	185.26	185.26	620.01
Water Plus Ltd Water King George V Playing Field – Account Month to 10th October 2025 NB A water meter reading had been taken, and the charge reflected the readings. The Clerk would be taking a meter reading each week during the coming month to see whether the increased usage continued.	310.21	310.21	194.06
Imperative Training Ltd	95.94	79.95	592.34

Pads for Defibrillator outside Community Centre			
Kompan Ltd Hanging Ring for Playground Equipment	457.76	381.47	2,752.00
Botanica Landscapes Ltd Grass Cutting October 2025	624.00	520.00	1,315.00
Local Authority Technology CIC Gov.uk Email Package Year to October 2026	312.00	260.00	349.51
Payroll October 2025	1,653.46	1,653.46	14,254.71

25/123.4 Direct Debits/Other Payments

The meeting noted the following direct debit payments:

British Telecom Plc – 25th September 2025 – Telephone and Internet September 2025 – two venues – £167.26.

Sage UK Ltd - 7th October 2025 - Payroll Software October 2025 - £13.20

Lloyds Bank Account Charges – 16th September and 20th October 2025 - £4.25 each date.

25/123.5 Management Accounts.

Managements Accounts for the 6 months to 30th September 2025 were presented to the meeting.

25/123.5.1 RESOLVED: that the Clerk check the figure shown for Tree Inspection/Tree Works

25/123.5.2 RESOLVED: that consideration be given to releasing the £8,000 allocated to Speed Warning Signage under Community Infrastructure Levy. The Clerk was asked to look back to ascertain Councils commitments to Highways for the next meeting when a decision would be made.

25/124 LIST OF OUTSTANDING ITEMS

The list was noted.

25/125 ITEMS FOR PUBLICATION

As per Minute 25/121

25/126 DATE OF NEXT MEETING – Monday 24th November 2025 – 7.15pm - Edna Rose Room, Tarvin Community Centre