

**MINUTES OF A MEETING OF TARVIN PARISH COUNCIL HELD IN THE WILKINSON LOUNGE, TARVIN COMMUNITY CENTRE ON MONDAY 24TH NOVEMBER 2025.**

**PRESENT:**

Councillor R Ford (Chairman)  
Councillor M Butler (Vice Chairman)  
Councillor P Buckley  
Councillor S Dutton  
Councillor C Edwards  
Councillor E Lush (Cheshire West and Chester Council Councillor)  
Councillor N Poole  
Councillor A Sheppard  
Councillor P Twigg  
Councillor M Williams

**IN ATTENDANCE:**

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

**APOLOGIES AND REASONS FOR ABSENCE:**

Councillor P Ryan  
Cheshire West and Chester Councillor T Cooper

**25/127 DECLARATIONS OF INTEREST, DISCLOSABLE PECUNIARY INTERESTS, AND DISPENSATIONS**

**25/127.1 New Written Requests for Dispensations**

There were no new requests.

**25/127.2 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 outside body interest in minute 25/132.3 as he was a member and Treasurer of Tarvin Tennis Club. No other declarations were made.

**25/128 OPEN FORUM**

A resident had requested an update on concerns that he had raised about a year ago regarding the speed of traffic between Oscroft and Willington. He had previously requested a reduction from 60mph to improve the safety of those walking along that route as there were no footways. The resident had been informed that Cheshire West and Chester Council had turned down the request and the Clerk had offered to provide the resident with the response from Highways via e-mail.

**25/129 MINUTES OF THE MEETING HELD ON 27TH OCTOBER 2025.**

**RESOLVED:** that the minutes of the meeting held on 27th October 2025 be signed by the Chair of the meeting as a correct record.

**25/130 REPORTS ON MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 27TH OCTOBER 2025 NOT COVERED BY THE AGENDA**

**25/130.1 Streetlighting** (Previous Minute 25/120)

The streetlight had been repaired on 10th November 2025.

**25/130.2 Land housing the War Memorial** (Previous Minute 25/116)

The solicitor had received all the statements, photographs, and other supporting evidence and was working through everything and constructing the application to the Land Registry.

**25/130.3 Planning Application 25/01952/FUL** (Previous Minute 25/113.2)

Councillor Lush had received a letter, addressed to him as a Borough Councillor, from St Andrews Church Tarvin asking him to arbitrate between the differing opinions expressed regarding the proposed position of the handrail. It appeared that the Church supported installing the handrail on the right-hand side of the slope when facing the church whereas in its comment to Planning Council indicated that the handrail should be on the left-hand side when facing St Andrews Church and not on the War Memorial side

Councillor Lush indicated that he could not arbitrate as he supported the decision taken by Council.

**RESOLVED:** that the Clerk write to St Andrews informing them that Council would not be amending their recommendation.

Councillor Lush confirmed that he would be respond to the letter explaining why he could not arbitrate.

**25/131 PLANNING MATTERS**

**25/131.1 Planning Applications**

There were no applications to be considered.

**25/131.2 Notices**

**23/03975/FUL** - Demolition of existing dwelling and buildings, erection of new dwelling - Brook Cottage, Willington Road, Tarvin - **PERMISSION**

**24/00940/FUL** - Erection of a rear two-storey link extension (between 2 buildings within 5m) - Lodge Heyes Shay Lane Tarvin - **PERMISSION**

**25/01509/OUT** - Erection of dwelling with detached garage - Land Adjacent To 12 Grosvenor Road, Tarvin - **PERMISSION**

**25/02080/S73** - Extensions to front and rear, link to garage conversion into habitable use, alterations to elevations to include window and door openings. - variation of condition 2 (approved plans) and condition 3 (materials) of planning application 24/03250/FUL – Meadowside, Weetwood - **PERMISSION**

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

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

**25/131.3 SETTLEMENT SPATIAL PLAN**

Cheshire West and Chester Council had not provided any figures for new housing, so this item has not progressed.

**RESOLVED:** that the Clerk ask the Senior Planning Officer for the figures.

**25/132 KING GEORGE V PLAYING FIELD**

**25/132.1 Surfaces**

**RESOLVED:** that Councillor Twigg and the Clerk try to delay the work until Spring 2026 due to the poor weather.

**25/132.2 Proludic - Spring See-Saw, Kompan – Hanging Ring**

The parts had been given to the installer, and the work was expected to be carried out during December.

**25/132.3 Tennis Club**

Water Plus had confirmed that Council was billed by them for water services and wastewater services but not highway drainage. Their view from what they had been told by the Clerk was that highway drainage would not be payable due to the septic tanks and soakaways on the field.

The Clerk and Councillor Butler continued to communicate with Wave Utilities and Muckle, a debt collection company. It was understood that Wave were reviewing evidence given to them and a response was awaited.

### **25/133 PUBLIC RIGHTS OF WAY**

#### **25/133.1 Application under the Wildlife and Countryside Act 1981**

**RESOLVED:** not to make a new application.

#### **25/133.2 Footpaths**

**RESOLVED:** that the footpath working party plus Councillor Sheppard and others who wish to volunteer walk all the registered rights of way paths by 31st March 2026 and prepare a report for the April 2026 meeting highlighting the condition of the paths and listing any maintenance that was required.

### **25/134 CHRISTMAS TREES**

The trees had been installed on 24th November and lights on the large tree would be installed on 28th November.

### **25/135 DRAINAGE IN OSCROFT**

The meeting noted a helpful report from a member of the public who had held a meeting with the County System Performance Engineer from United Utilities on 20th October 2025.

### **25/136 VEHICLE ACTIVATED SIGNAGE (Previous Minute 25/042)**

It had been confirmed that TWM Traffic Control Systems had ceased trading. Prior to ceasing operations, the company's assets, including the trading name, had been acquired by FTS (Fewzed Transport Solutions).

The Clerk had spoken and exchanged e-mails with FTS. The Clerk had taken the view that as they had taken over the assets, which must have included stock, they therefore FTS had a Parish Council asset. This had been challenged by FTS, and the Clerk had produced evidence in terms of copies of orders, e-mails, and evidence that was the case. FTS had not responded despite two reminders being sent.

**RESOLVED:** that the Clerk inform them that if a response was not received within 14 days legal proceedings would be taken.

### **25/137 COUNCIL MEETINGS 2026**

**PROPOSAL** – that 2026 Parish Council meetings are held on the following dates

January	26
February	23
March	23
April	27
May	18
June	22
July	27
August	17
September	28
October	26
November	23

**25/138 POLICIES AND PROCEDURES**

**RESOLVED:** that following two minor amendments the Guidelines for Public Participation at Council meetings be approved.

**25/139 FUTURE SPECIAL PROJECTS**

A report from Councillor Lush was considered by the meeting.

**RESOLVED (25/139.1):** that Councillors consider the suggestions made during the meeting and along with any other ideas that they may have. Further consideration would be given to ideas at the next meeting.

**RESOLVED (25/139.2):** that Councillor Twigg obtain a ballpark figure for painting the five lighting columns on Lower High Street.

**25/140 CLERK'S REPORT/CORRESPONDENCE**

**25/140.1** 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. Police Drop In Surgery – Tarvin Community Centre – 1st December 2025 – 10.00am to 11.00am
- c. Cheshire West and Chester Council - Scrutiny Bulletin Autumn 2025
- d. Information Commissioner's Office – Newsletter November 2025
- e. Aphra Brandreth – November 2025 Update
- f. Letter from the Police and Crime Commissioner
- g. Peak Cluster Project - Update
- h. ONH - Another new NPPF: Are you ready for more planning changes in 2026?

**25/140.2 Recorded Crime**

The meeting noted that in September 2025 there had been 5 recorded crimes in Tarvin Parish - 2 Violence and Sexual Offences (1 at or near Hunters Crescent, 1 at or near Park Close) - 1 Car Theft (Townfield Lane), 2 Burglaries (1 Townfield Lane, 1 Broomheath Lane)

**25/140.3 Shredder**

**RESOLVED:** that the Clerk purchases a 12-sheet micro cut shredder for Council use. Cost £76.49 including VAT.

**25/141 FINANCIAL MATTERS****25/141.1 October 2025 Payments and Payments between meetings**

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

**25/141.2 RESOLVED:** that the following payments 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
Core Highways (Regions) Ltd Road Closure for Remembrance Day	300.00	300.00	400.00
ThenMedia Ltd	288.00	240.00	760.00

Website Hosting Charge – November 25 to October 26.			
<b>Water Plus Ltd</b> Water King George V Playing Field – Account Month to 10th November 2025	<b>24.95</b>	24.95	0.00
<b>Mustardprint Ltd</b> Printing Newsletter November 2025	<b>195.00</b>	195.00	520.00
<b>Scottish Power</b> Electricity October 2025	152.53	145.27	2,049.74

**25/141.3 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
<b>Mega Electrical NW Ltd</b> Repair of Street Light Oscroft	894.00	745.00	1,904.47
<b>Mr M Hassall</b> Re-imbursement of Annual Donation to British Legion for Wreath £300.00	300.00	300.00	300.00
<b>Payroll</b> November 2025	1,653.86	1,653.86	.12,601.25

#### **25/141.4 Direct Debits/Other Payments**

The meeting noted the following direct debit payments:

British Telecom Plc – 27th October 2025 – Telephone and Internet October 2025 – two venues – £143.26.

Sage UK Ltd - 6th November 2025 - Payroll Software November 2025 - £13.20

#### **25/141.5 Management Accounts.**

**25/141.5.1** The meeting noted the following amendment to analysis on the management accounts:

Mowing Contract £1,735.00 Tree Inspection/Report £670.00 amended to Mowing Contract £2,085.00 Tree Inspection/Report £320.00.

#### **25/141.5.2 Speed Warning Signage under CIL**

The Commuted sum for each speed warning sign was £3,105.00.

**RESOLVED:** to reduce the allocated amount against Speed Warning Signage to £3,105, increasing the balance available to £14,587.91.

#### **25/141.6 Community Infrastructure Levy**

The meeting noted that the sum of £5,594.96 had been received on 3rd November 2025.

**RESOLVED:** that Councillor Lush ask Cheshire West and Chester Council for a breakdown of the payment.

#### **25/141.7 Water Plus**

**RESOLVED:** to pay future bills by direct debit.

### **25/142 LIST OF OUTSTANDING ITEMS**

The list was noted.

### **25/143 ITEMS FOR PUBLICATION**

Open Forum, Drainage, Planning Application 25/01952/FUL, Public Footpaths, Christmas Trees, War Memorial land.

**25/144 DATE OF NEXT MEETING** – Monday 15th December 2025 – 7.15pm - Edna Rose Room, Tarvin Community Centre