

MINUTES OF A MEETING OF TARVIN PARISH COUNCIL HELD IN THE EDNA ROSE ROOM, TARVIN COMMUNITY CENTRE ON MONDAY 22ND JUNE 2026.

PRESENT:

Councillor R Ford (Chairman)
Councillor N Poole (Vice Chairman)
Councillor P Buckley
Councillor S Dutton
Councillor C Edwards (Councillor Edwards left the meeting after minute 26/050)
Councillor E Lush (Cheshire West and Chester Council Councillor)
Councillor A Sheppard
Councillor P Twigg

IN ATTENDANCE:

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

APOLOGIES AND REASONS FOR ABSENCE

Councillor M Butler (holiday)
Councillor M Williams (holiday)

26/042 DECLARATIONS OF INTEREST, DISCLOSABLE PECUNIARY INTERESTS, AND DISPENSATIONS

26/042.1 New Written Requests for Dispensations

There were no new requests.

26/042.2 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 Dutton and Edwards declared an interest in minute 26/052 as volunteers at Tarvin Community Centre. Councillors Lush and Poole declared an interest in the same minute as Trustees of Tarvin Community Centre. Councillor Twigg declared an interest in planning application 26/00524/PIP as she was the agent for the application, acting on behalf of Planning Angel Ltd.

26/043 OPEN FORUM

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

26/044 PARISH COUNCIL MEETING

RESOLVED: that the Council meeting be reconvened.

26/045 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)

26/045.1 A resident from the Ridgeway had asked whether Council could arrange for the hedge opposite properties 11 to 19 (odd numbers only) and adjacent to the A54 road to be cut back. The Chair of the meeting had indicated that this would be an agenda item at the next meeting.

26/045.2 Concerns had been expressed about the lack of parking in Tarvin village, and it was thought the problem would become worse with the expected closure of the doctor's surgery in Waverton.

26/046 MINUTES OF THE MEETING HELD ON 18TH MAY 2026.

RESOLVED: that the minutes of the meeting held on 18th May 2026 be signed by the Chair of the meeting as a correct record.

26/047 REPORTS ON MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 18TH MAY 2026 NOT COVERED BY THE AGENDA

26/047.1 Speed Check Vehicles – Lower High Street (Previous Minute 26/035.1)

The meeting noted the following which had been received from Highways/Police:

“High Street, Tarvin is subject to a 20-mph speed limit. A speed survey was carried out in 2024 on Lower High Street, showing a combined mean speed of 22.3 mph. This was carried out by Cheshire Constabulary following a request by the Parish Council. A three-year collision search up to 2026 shows that there were no personal injury collisions recorded in this area. No further action.”

26/047.2. Streetcare Working Party (Previous Minute 26/022)

RESOLVED: that the Streetcare Working Party be abolished.

26/047.3 Parking in Tarvin Village Centre (Previous Minute 26/032)

Highways had indicated that they did not have sufficient staff to take on everything in the letter as a project at the present time and there was little that was new to address.

However, they would liaise with the Clerk where they considered improvements may be possible.

26/048 PLANNING MATTERS

26/048.1 Planning Applications

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

26/00942/FUL - Permeable equestrian track to run alongside existing wooden fence - Land at Mill Lane, Weetwood

Comment: No Objections

26/01508/FUL – Conversion of existing garage to habitable accommodation, erection of a detached garage/carport, and construction of a side orangery to replace the existing conservatory - Brown Heath House, Broomheath Lane, Tarvin

Comment: No Objections

26/01531/FUL - Single storey extension - Cross Lanes Farm, Cross Lanes, Tarvin

Comment: Our only concern is that the 30% rule stating that any dwelling can only be expanded by 30% of its original floor area is likely to be breached.

26/01070/FUL – Single storey rear extension – 6 High Street, Tarvin

Comment: No Objections

26/01725/FUL - Erection of a single storey side and rear extension incorporating the existing side garage and removal of the rear conservatory – 27 Crossfields, Tarvin

Comment: No Objections

26/048.2 Notices

26/00524/PIP – Erection of one dwelling – Land at Platts Lane, Tarvin - **REFUSAL**

26/048.3 Settlement Spatial Plan

The meeting noted that the working party had met for the final time on 1st June and during the meeting had started to consider the way ahead with the Neighbourhood Plan.

26/048.4 Rota

RESOLVED: that Councillor Twigg examine next month's planning applications with Councillor Poole.

26/049 KING GEORGE V PLAYING FIELD

26/049.1 Tennis Club correspondence.

The matter remained with United Utilities (the wholesaler), but Councillor Butler had received a voicemail from the Tennis Club's contact at Wave asking for permission for United Utilities to speak to their landlord (the Parish Council).

The septic tank had yet to be emptied but once it was the Tennis Club would provide a copy of the invoice to United Utilities as further proof of the existence of the septic tank.

26/049.2 Bowling Club Correspondence

Water Plus were corresponding with the Clerk who had registered a written formal complaint, asking for the account to be closed. Water Plus had informed United Utilities of the complaint and UU were requesting the following evidence:

- Evidence that the site area is wrong - this can be found on VOA according to UU
- Evidence the premises does not drain into the public sewer, but instead uses a soakaway, ditch or stream
- Evidence of large grassed or permeable areas that collect water
- Copy of the long-term agreements between the Bowling Club and PC

RESOLVED: that the Clerk obtain a copy of the agreement from Cullimore Dutton and seek their advice on the way forward.

26/049.3 Leavers Picnic/Party

The Primary school would be holding a leavers picnic/party on the field on Wednesday 22nd July 5.30pm onwards

26/049.4 Gates

The decorator had painted the main gates but had been unable to move the side gate. A different contractor had been instructed to burn off the old layers of paint to see whether that solved the problem. A quote of £100.00 had been accepted.

26/050 TARVIN NEIGHBOURHOOD PLAN

26/050.1 E-mail address

The following address had been created for use - NP@tarvinparishcouncil.gov.uk

26/050.2 Changes to the Neighbourhood Plan area.

Kelsall were updating their Neighbourhood Plan and were happy for the piece of land in Tarvin Parish to be transferred across to the Tarvin Neighbourhood Plan.

Huxley were not going to update their Neighbourhood Plan until Cheshire West and Chester Council had updated their Local Plan so it would not be possible to transfer the Tarvin Parish land in their Neighbourhood Plan to the Tarvin Neighbourhood Plan.

26/050.3 Establishment of a Steering Group

A recruitment poster was approved by the meeting. The Clerk would print some A4 and A3 copies

26/050.4 Terms of Reference for the Steering Group

RESOLVED: that the draft Terms of Reference be approved.

26/050.5 Draft Letter to relevant Landowners

RESOLVED: that the draft letter be approved

26/050.6 Website Update

RESOLVED: that the draft document prepared by Councillor Dutton be approved.

26/050.7 Leaflet

One minor change was made to the draft leaflet and dates would be added

RESOLVED: that a quote of £95.00 be accepted to print 2,000 A4 colour leaflets using 90gsm Silk paper

26/050.8 Slides/Information pack

The meeting worked through the draft PowerPoint slides updating each slide as considered appropriate by the meeting.

RESOLVED: that Councillor Dutton tidy the approved slides and forward them to the consultant.

26/050.9 Draft Survey

Minor changes were made to the draft survey

26/050.10 Dates

RESOLVED that the following dates be confirmed:

26/050.10.1 Interest in joining the Neighbourhood Plan Steering Group – by 31st July 2026

26/050.10.2 Drop In Sessions at Tarvin Community Centre – Sunday 19th July - 10.00am to 2.00pm – Saturday 8th August – 10.00am to 2.00pm

26/050.10.3 Survey – by 21st August 2026

26/051 PUBLIC FOOTPATHS

Councillor Buckley reported that the working party along with CWaC Footpaths Officer and a Mid-Cheshire Footpaths Society member had walked Tarvin footpaths 17, 15 and 18 - a circular walk from St. Andrew's church to Oscroft and back to the church.

They had found some of the footpaths blocked with electric fences and some stiles were broken and unsafe; even the sound stiles were high and difficult to climb over. They had discussed the special project with the footpaths officer and asked for support in changing the stiles for kissing gates. The Footpaths Officer would be contacting the landowners to ask them to ensure that the electric fences had "break handles" to allow passage through them.

The next Mid-Cheshire Footpaths Society walk had been arranged for 1st July starting at Townfield Lane and walking towards Stamford Bridge. All Councillors were eligible to join the walk as Council was a member. Councillor Poole indicated that he had encountered issues on the path near Stamford Bridge recently.

26/052 GRANTS TO LOCAL ORGANISATIONS

26/052.1 RESOLVED: that the following grants be approved by Council:

Tarvin Community Woodland Trust £1,000, Tarvin Community Centre £1,000, Tarvinonline £700, Tarvin Tennis Club £600, Tarvin Athletic FC £600, Tarvin Educational Foundation £500, Tarvin Christmas Market £300, Tarvin Summer Fete £300.

26/052.2 RESOLVED: not to accept a proposal to transfer consideration of grants for Tarvin Community Woodland Trust to the annual budget.

26/053 COUNCILLOR VACANCY

Ten electors had not called an election by 20th May so Council are able to co-opt. The meeting noted that the position had been published on the noticeboards and on Tarvinonline.

26/054 TARVINONLINE

RESOLVED: that the Clerk informs Tarvinonline that:

26/054.1 Council does not take ownership of Tarvinonline

26/054.2 Council suggest that Tarvinonline consider closing their website but continue to use Tarvinonline Facebook hosted by the same contractor. If the contractor was uncomfortable with that then they find a different host.

26/054.3 that Tarvinonline take out appropriate media liability insurance cover (if they do not already have it)

26/055 LOWER HIGH STREET PARKING

Correspondence from two residents from the Ridgeway was considered. Both were expressing concerns about poor parking on Lower High Street by the junction with the Ridgeway making it very difficult to leave the Ridgeway safely.

RESOLVED: that the Clerk write to Highways asking for more monitoring.

26/056 NEWSLETTER

RESOLVED: not to publish a summer newsletter.

26/057 CLERK'S REPORT/CORRESPONDENCE

26/057.1 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

Councillor Poole had attended the training on Chairmanship for Local Councils on 18th June

West Cheshire Town and Parish Council Conference – new date Wednesday, 30th September 2026 - 4:00pm – 6:30pm - Venue: Room One, Hartford Golf Club, Burrows Hill, Northwich. - Theme: One Community – Effective Partnership Working

b. Cheshire Community Action Newsletter June 2026

c. Mid-Term Police and Crime Commissioner update

d. Streetcare Roadshows

e. Tarvin Educational Foundation update

f. Information Commissioner's Office June 2026 update

g. Cheshire Community Action - June 2026 e-newsletter

h. Police & Parish Clerks Engagement & Problem-Solving Forums – First one 18th July 2026

i. Aphra Brandreth MP - I've secured a debate on Peak Cluster.

j. Cheshire West and Chester Council - Local Plan update

k. Cheshire & Warrington Combined Authority - AGM at Crewe Alexandra FC - 22nd June

l. Neighbourhood Planning Update

m. Aphra Brandreth MP – Invitation to attend Peak Cluster Community Meeting – 19th June 2026

n. Review of Cheshire West and Chester's Polling Districts, Polling Places, and Polling Stations.

26/057.2 Recorded Crime

The meeting noted that in April 2026 there had been 3 recorded crimes in Tarvin Parish – 2 Violence and Sexual Offences (1 at Field Close, 1 at Heath Drive), 1 Other Crime (Field Close)

26/057.3 CCTV

The CCTV cameras and internet had not worked at the beginning of the month. A temporary repair had been carried out but a replacement hard drive was needed for the CCTV.

RESOLVED: that a quote of £307.80 plus VAT for a new hard drive be approved.

26/057.4 E-Mails

RESOLVED: that the wording that the Clerk had added below his signature on e-mails being sent out be approved.

26/057.5 Publishing Councillor addresses on the register of interests

The meeting noted that from 29th June 2026, local authorities must not publish an elected or co-opted member's home address in local authority registers of interest. A new Section 32A of the Localism Act 2011 (the 2011 Act) made it clear that a member's home address must not be disclosed on the authority's public register of interest unless the member has requested otherwise.

The requirement not to publish a member's home address was being extended to Parish Councils that publish registers of interest on their own website in line with Section 29 (7) of the 2011 Act. To aid transparency, public registers of interest will still state that a member has an interest, the address of which is withheld. Councillors will be expected to provide the Clerk with their home address.

Exact details would be published by the Borough Council monitoring officer in the near future.

26/058 FINANCIAL MATTERS

26/058.1 May 2026 Payments and Payments between meetings

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

26/058.2 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
Botanica Landscapes Ltd Grass Cutting May 2026	655.20	546.00	3,870.00
Scottish Power 3 Months to 30th April 2026	428.47	414.92	3,500.00
Oliver and Co Fees for work on Land housing the War Memorial	852.00	710.00	4,400.00
Crime Prevention Services Group Ltd Attend to system fault and arrange temporary repair	102.00	85.00	660.00

26/058.3 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 Woodland Trust Grant	1,000.00	1,000.00	5,000.00
Tarvin Community Centre Grant	1,000.00	1,000.00	4,000.00
Tarvinonline Grant	700.00	700.00	3,000.00
Tarvin Athletic FC Grant	600.00	600.00	2,300.00
Tarvin Tennis Club Grant	600.00	600.00	1,700.00
Tarvin Educational Foundation Grant	500.00	500.00	1,200.00
Tarvin Summer Fete Grant	300.00	300.00	700.00
Tarvin Christmas Market Grant	300.00	300.00	400.00
Clerk Expenses Qtr. to 30th June 2026 Work at Home Allowance £78.00, Postage £5.95. Microsoft 1 yr Subscription 2 Pcs £104.99.	188.94	188.94	832.00
Payroll June 2026	1,712.41	1,712.41	25,476.48
HMRC PAYE and Nat Insce. April to June 2026	1,891.44	1,891.44	23,764.07

26/058.4 Direct Debits/Other Payments

The meeting noted the following direct debit payments:

Sage Global Services Ltd – 5th June 2026 - Payroll Software June 2026 - £13.20

Water Plus – 1st June 2026 - Water King George V Playing Field – Account Month to 10th May 2026 - £289.53

Lloyds Bank – 18th May 2026 – Account Charge £4.25

26/059 LIST OF OUTSTANDING ITEMS

The list was noted.

26/060 ITEMS FOR PUBLICATION

Open Forum items, Neighbourhood Plan, Co-option, Special Project, Grants to Local Organisations.

26/061 DATE OF NEXT MEETING – Monday 27th July 2026 – 7.15pm - Edna Rose Room, Tarvin Community Centre