

MINUTES OF A MEETING OF TARVIN PARISH COUNCIL HELD IN THE EDNA ROSE ROOM, TARVIN COMMUNITY CENTRE ON MONDAY 24TH AUGUST 2026.

PRESENT:

Councillor R Ford (Chairman)
Councillor P Buckley
Councillor C Edwards
Councillor H Love
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 S Dutton (holiday)
Councillor N Poole (holiday)
Councillor M Williams (holiday)

26/080 DECLARATIONS OF INTEREST, DISCLOSABLE PECUNIARY INTERESTS, AND DISPENSATIONS

26/080.1 New Written Requests for Dispensations

There were no new requests.

26/080.2 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 Love declared an interest in minute 26/096 as her husband was one of the editors of Tarvinonline.

26/081 RESIGNATION OF COUNCILLOR

The meeting noted that Councillor Butler had resigned on 8th August 2026. A notice publicising the Councillor vacancy had been published on 10th August 2026. Should ten electors not call an election by 27th August, the Clerk would again advertise the vacancy, and the position could be filled by co-option at the next meeting.

RESOLVED: that the Clerk write to Mr Butler thanking him for his contribution to the Parish whilst acting as a Councillor.

26/082 OPEN FORUM

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

26/083 PARISH COUNCIL MEETING

RESOLVED: that the Council meeting be reconvened.

26/084 REPORT ON OPEN FORUM

No issues were raised by the members of the public.

26/085 MINUTES OF THE MEETING HELD ON 27TH JULY 2026.

RESOLVED: that the minutes of the meeting held on 27th July 2026 be signed by the Chair of the meeting as a correct record.

26/086 REPORTS ON MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 27TH JULY 2026 NOT COVERED BY THE AGENDA

High Street Defibrillator (Previous Minute 26/073.2)

The application for a grant from the Borough Councillors Members Budgets had been successful. The defibrillator had been ordered, received, and installed. The grant had since been received.

26/087 PLANNING MATTERS

26/087.1 Planning Applications

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

26/02202/FUL - Replacement windows and doors - Woodyear House, High Street, Tarvin

Comment: We note the change from timber to upvc windows (cream or green). Happy to be directed by conservation officer's view on impact on the conservation area. This is a modern house in a backland setting, and we consider that the proposal should not have a detrimental impact on the character of the conservation area.

26/02309/FUL - Two storey side extension, single storey front extensions, alterations to elevations including new windows and rendering property – 25 Hunters Crescent, Tarvin

Comment: No Objection

26/02319/LBC – Knock through and refurbishment of existing out building to create Sports Bar - The Red Lion, Church Street, Tarvin

Comment: No objection to the principle. The site is located close to nearby residential properties. We request that a condition be included on the decision notice requesting details of a Construction Management Plan be submitted for approval, addressing the limitation of working hours and parking of construction vehicles. The reason being, to protect the amenity of residents occupying nearby properties.

26/02429/FUL - Single storey side and rear extension following removal of external toilet structure, side dormer, replacement of external doors and windows and re rendering of property - Laurel House, 103 High Street, Tarvin

Comment: No Objection

26/02430/LBC - Single storey side and rear extension following removal of external toilet structure, side dormer, replacement of external doors and windows and re rendering of property - Laurel House, 103 High Street, Tarvin

Comment: No Objection

26/02599/CAT – 1x Ash tree (in rear) is dying and needs to be cut down - Websters Cottage, 39 High Street, Tarvin

Comment: No Objection

26/087.2 Notices

There were no notices.

26/087.3 Land off Tarporley Road A51

It appeared that a building was going up on this site without planning permission. There were breeze blocks and scaffolding in place. The issue had been reported to Planning Enforcement.

26/088 KING GEORGE V PLAYING FIELD

26/088.1 Tennis Club correspondence.

The Clerk, former Councillor Mark Butler, and the Chair of the Tennis Club had met with Sapphire (the company employed by United Utilities) at the Tennis Club on 10th August 2026. During the meeting, the contractor proved that the water from the Tennis Club ran away into a septic tank and that there was no connection to the main drains.

The contractors understanding was that where there was no connection to the main drains, charges were not applicable and they indicated that is what they would be advising United Utilities. However, that conflicted with what the Tennis and Bowling Clubs had been previously told. A formal response to the visit was awaited from United Utilities.

26/088.2 Bowling Club Correspondence

The Clerk was in the process of trying to find out when the septic tank was installed, who by, and whether it was installed for one or both clubs.

26/088.3 Letter to MP

The Tennis Club had been for a letter to go to the MP, the Bowling Club less so. It had been agreed to wait to hear from United Utilities before confirming any decision.

26/088.4 Request for Protective Netting Behind Football and Multi-Sport Goals

RESOLVED (26/088.4.1): not to provide protective netting behind the football goals.

RESOLVED (26/088.4.2): to obtain a quote, or quotes, for protective netting at each side of the multi-sport goals that may be suitable but without any commitment to purchase.

26/088.5 Tarvin Athletic FC

Councillor Lush informed the meeting that he was aware that the football club were close to agreeing a 3-year lease to house a storage container on the grounds of the Community Centre adjacent to the gate onto the field.

26/089 TARVIN NEIGHBOURHOOD PLAN

26/089.1 Second Drop In session

The session had been well attended and overall productive.

26/089.2 Review of the letter to landowners.

The original intention was that the letters would be sent out by the Steering Group but progress to date had been a slower than anticipated.

RESOLVED: that the letters be sent out immediately by the Clerk and include a request that landowners contact the Clerk within three weeks of the date of the letter.

26/089.3 Steering Group

RESOLVED (26/089.3.1): that the following be appointed to serve on the Steering Group: Councillors Dutton, Ford, Poole, and Twigg along with residents Sandra Booth, Tony Brierley, John Le Core, Adam Friend, Sophie Marks, Anne Richardson, Alyson Shaw, Robin Turney

RESOLVED (26/089.3.2): that the first meeting be held in the small meeting room at the Community Centre at 7.15pm on Monday 7th September. The contractor would join the meeting at 7.30pm but be online. Councillor Ford would chair the first two items, the appointment of a Chair and Secretary.

Councillor Twigg requested that the meeting be recorded as she would not be available for the first meeting.

26/089.4 Survey

The contractor had reported that 178 surveys had been completed and early indications were that the preferred choice was Northern growth, followed by Eastern growth, and then Bigger Village.

26/090 PUBLIC FOOTPATHS

Councillor Buckley reported that the working party, along with the Cheshire West and Chester Council footpaths officer, had met at Oscroft Hall on 5th August to discuss replacing stiles with kissing gates on the footpaths which run through the landowner's property. The meeting had been very positive, and a further meeting was being arranged between the landowner and footpaths officer to progress the work.

26/091 STREETLIGHTING

The lighting column at the Sheaf had not been working and the contractor had repaired it.

26/092 PARISH AUTUMN CLEAN UP

RESOLVED: to hold the autumn clean up on Saturday 17th October.

26/093 NEWSLETTER

RESOLVED: that articles be written by Councillors Lush, Ford, Buckley, and the Clerk on the Neighbourhood Plan, New Councillors, Tarvinonline, Hedges, Public Footpaths, Autumn Clean Up, War Memorial land.

26/094 HIGH STREET PARKING PETITION

Highways had forwarded the petition to Democratic Services who had written to the Clerk stating that the petition would be published on the Councils website and that as lead petitioner the Clerk would be able to present the petition to next Full Council meeting, which was scheduled for 15th October at Wyvern House, Winsford.

RESOLVED (26/094.1): that the Clerk inform Democratic Services who the lead petitioner was as Council had only forwarded the document to Highways on behalf of the petitioner.

RESOLVED (26/094.2): that the Clerk ask the petitioner whether she would like to present it to the full Council.

26/095 STREET SIGNAGE

The Clerk had received complaints about the faded wording on many street/road signs in the Parish. The meeting agreed with the concerns raised.

RESOLVED: that an article be written in the newsletter encouraging residents to report all street/road signs that were in need of repair to Cheshire West and Chester Council using the online reporting system.

26/096 TARVINONLINE

The meeting considered the response from Tarvinonline to minute 26/054 from the June 2026 meeting.

RESOLVED: that the Clerk respond to Tarvinonline

26/097 CLERK'S REPORT/CORRESPONDENCE

26/097.1 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. Cheshire West Crowd Fund Extended
- c. Advance Notice of CWaC Local Plan Scoping Consultation early September 2026
- d. Cheshire Police and Crime Panel - Appointment of an independent member
- e. Information Commissioner's Office August 2026 update

26/097.2 Recorded Crime

The meeting noted that in June 2026 there had been 7 recorded crimes in Tarvin Parish – 1 Violence and Sexual Offences (at/near Mill Lane, Weetwood), 1 Shoplifting (High Street), 2 Public Order Offences (1 at/near Co-op, 1 at/near Hunters Crescent), 1 Anti-Social Behaviour (at/near Heath Drive), 1 Vehicle Crime (at/near Broomheath Lane) 1 Other Crime (at/near Pitts Close)

26/098 FINANCIAL MATTERS**26/098.1 July 2026 Payments and Payments between meetings**

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

26/098.2 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
Scottish Power 2 Months to 30th June 2026	168.05	163.70	3,085.08
Scottish Power July 2026	99.39	94.66	2,921.38

26/098.3 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
Mr M Hassall Re-imbursement of Expenditure SP1 Defibrillator	958.80	799.00	N/A
Mega Electrical NW Ltd Repair of lighting column at The Sheaf	960.00	800.00	2,826.72
Mr M Hassall Re-imbursement of Expenditure Yealink W76P Telephone to replace the phone discontinued by BT	96.72	80.60	1,163.03
Payroll August 2026	1,661.46	1,661.46	22,051.46

26/098.4 Direct Debits/Other Payments

The meeting noted the following direct debit payments:

British Telecom Plc – 27th July 2026 - £44.08 – Balance due to pay after credit received for previous overcharges.

Sage Global Services Ltd – 6th August 2026 - Payroll Software August 2026 - £16.80

Water Plus – 30th July 2026 - Water King George V Playing Field – Account to 10th July 2026 - £71.62

Lloyds Bank – 17th August 2026 – Account Charge £4.25

26/099 LIST OF OUTSTANDING ITEMS

The report was noted.

26/100 ITEMS FOR PUBLICATION

Neighbourhood Plan, Special Project, new Councillor, litter pick

26/101 DATE OF NEXT MEETING – Monday 28th September 2026 – 7.15pm – Wilkinson Lounge, Tarvin Community Centre