

MINUTES OF A MEETING OF TARVIN PARISH COUNCIL HELD IN THE EDNA ROSE ROOM, TARVIN COMMUNITY CENTRE ON MONDAY 28TH JULY 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 P Ryan
Councillor A Sheppard
Councillor P Twigg
Councillor M Williams

IN ATTENDANCE:

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

APOLOGIES AND REASONS FOR ABSENCE:

None

25/053 DECLARATIONS OF INTEREST, DISCLOSABLE PECUNIARY INTERESTS, AND DISPENSATIONS

25/053.1 New Written Requests for Dispensations

There were no new requests.

25/053.2 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 Dutton declared an interest in planning application 25/02104/PIP as she knew the immediate neighbour. No other declarations were made.

25/054 OPEN FORUM

25/054.1 Three residents had informed the meeting that they were in the process of applying for planning permission to install a freestanding black metal handrail running from St Andrews Church gate down the slope to the footpath. They had highlighted some of the issues involved including ownership of the land and being in the conservation area. They had been advised to make contact with the conservation officer who would be able to explain what was possible.

25/054.2 Comment had been expressed regarding minute 25/037.2 of the previous meeting by the resident who had reported the issue to Cheshire West and Chester Council. The footpath had been reported as obstructed (vegetation overgrowth), and also that a section of the wall was leaning towards the footpath adjacent to a large tree and was at risk of collapse. The vegetation had been removed from the footpath and wall and the area generally tidied up. This had exposed the dressed stonework on top of the wall. This stonework was not in an unsafe state and was believed to have been removed due to theft by parties unknown. However, the area of the wall that was leaning into the footway adjacent to the tree (that was included in the original report to Cheshire West and Chester

Council) was not addressed, and it remained as leaning towards the footpath in an unsafe manner.

25/054.3 Potential Issues from New Housing in Kelsall

A copy of a presentation from two Oscroft residents is attached to the minutes

25/055 MINUTES OF THE MEETING HELD ON 23RD JUNE 2025.

RESOLVED: that the minutes of the meeting held on 23rd June 2025 be signed by the Chairman of the meeting as a correct record.

25/056 REPORTS ON MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 23RD JUNE 2025 NOT COVERED BY THE AGENDA

25/056.1 Wall Lower High Street (Previous Minute 25/037.2)

The piece of wall that had been removed was the piece reported to the landowner by Council as unsafe.

RESOLVED: that the Clerk make contact with Highways and the Landowner to seek clarification on what each party had done.

25/056.2 Speed Monitoring (Previous Minute 25/037.1)

The meeting noted that all four of the residents who had indicated that they would help with speed monitoring had provided their contact details and they had been given to the PCSO covering the Parish who had in turn responded.

RESOLVED: that the Clerk invite the PCSO to the next meeting to discuss his response to the Clerk regarding future use of smart SID's.

25/056.3 Correspondence from resident re Asbestos (Previous Minute 25/048.4)

The landowner had said that the warning signs displayed on the building were there to deter the individuals who had been breaking into the property on multiple occasions and causing damage to the structure of the building. There were traces of asbestos in the wall structure which if undisturbed are not a risk to passing members of the public. The resident had been informed accordingly but had been disappointed with the explanation. In a further letter to the Clerk, she had indicated that living so close to the buildings in question she would have expected the landowner to have ensured safe removal of the asbestos. She had also forwarded some general information on asbestos from the government which she thought would be of use to Council in the future.

25/056.4 Grants to Local Organisations (Previous Minute 25/045)

The meeting noted that all organisations who had received a grant had acknowledged receipt with thanks, and some had also sent letters of appreciation.

25/056.5 Defibrillator outside Community Centre (Previous Minute 25/046)

The meeting noted that the defibrillator had been put back on the National Network but there were still issues with the person who should be carrying out the checks.

RESOLVED: that the Clerk raise this matter at a future meeting when due to the confidential nature of the business the public and press may need to be temporarily excluded.

25/057 PLANNING MATTERS

25/057.1 Planning Applications

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

25/01808/FUL – Loft conversion to create one bedroom – 27 Bye-Pass Road, Tarvin

Comment: No objection

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

Comment: We have no objection in principle but have a concern about the overall height and question the intended use of the building bearing in mind its extensive facilities. Should the application be approved the garden building should remain interdependent with the main house and any occupancy of the building should be restricted to relatives or short-term visitors visiting the occupant of Sunnyside.

25/02104/PIP – Erection of 9 dwellings and associated infrastructure works – Land at Bye Pass Road, Tarvin

Comment: We object to this application as it is contrary to Policy HG2 of the Tarvin Neighbourhood Plan, is on farmland designated Green Belt, is outside the village envelope, and to access village facilities a main road has to be crossed.

25/057.2 Notices

25/00178/FUL - Demolition of existing garage, erection of single storey rear extension and recladding of rear dormer – 6 High Street, Tarvin - **PERMISSION**

25/057.3 PLANNING DIFFICULTIES IN CHESHIRE VILLAGES

25/057.3.1 Meeting with the Head of Planning.

The meeting was unable to progress this due to the absence of Cheshire West and Chester Councillor Cooper.

25/057.3.2 Consideration of employing a contractor to develop a Settlement Spatial Plan.

RESOLVED: that the Council look to employ a contractor to develop a plan and that the Clerk obtain a quote for the work.

25/057.4 Appeal

The erection of a building (shed) in front of the principal elevation. (the unauthorised development) – 58 Hockenhull Avenue, Tarvin.

At the December 2024 Council meeting it had been reported that Cheshire West and Chester Council had spoken to the landowner and tenant about the building and advised the need for planning permission. No application had been received, so an enforcement notice had been served to remove the building. The enforcement notice had been appealed, and the Borough Council had been in the process of submitting statements and other relevant documentation.

The appeal had now been heard and dismissed.

25/057.5 25/01850/OUT - Outline planning application for the erection of up to 60 residential dwellings (including affordable housing), introduction of structural planting and landscaping, public open space, sustainable urban drainage system and associated works (all matters reserved except for access) – Land Off Church Street, Tarvin

The above application had been validated by Cheshire West and Chester Council

RESOLVED: that the application be considered at the next Council meeting.

25/058 KING GEORGE V PLAYING FIELD

25/058.1 Molibus and Matting

The replacement parts were expected in August, the delay being due to them coming from Poland.

25/058.2 Surfaces

The preferred quote from the wet pour provider amounted to £5,588.50 plus VAT and a different contractor had quoted £2,350.00 to carry out the work on site.

RESOLVED: that the above be approved.

25/059 STREETLIGHTING COLUMNS

The Streetcare working party agreed with the resident that the five streetlighting columns on Lower High Street needed painting, but Council considered the work low priority.

25/060 THREE YEAR TREE SURVEY

A copy of the tree survey report prepared by the contractor is attached to the minutes.

RESOLVED: that no further action was necessary

25/061 COMMUNITY LED MINOR HIGHWAY IMPROVEMENTS

Highways were looking to undertake a trial initiative focused on small-scale maintenance works on the Highway network that local communities and Parish/Town Councils considered valuable for enhancing their areas.

The trial would involve one of their contractor's maintenance crews, consisting of two operatives and vehicle, equipped to carry out minor tasks that did not require additional materials such as tarmac. Councils were asked to draw up a list of minor improvements and forward it to Highways for consideration.

RESOLVED: that the attached list be forwarded to Highways for consideration.

25/062 POLICIES DUE FOR RENEWAL

RESOLVED: that the following be approved after minor amendment. Copies of the approved documents would be posted onto the Council website.

25/062.1 CCTV, **25/062.2** Email and Address Contact Privacy Policy, **25/062.3** Information & Data Protection Policy, **25/062.4** GDPR Privacy Notice, **25/062.5** Personal Data Management and Audit Policy, **25/062.6** Media Policy.

25/063 IT Policy

A new requirement is for Parish Councils to have an IT Policy and a draft, using a template recommended by the National Association of Local Councils, was considered.

RESOLVED: that the document be approved and added to the Council website.

25/064 CONSERVATION AREA

Two complaints had been received about alleged breaches of the conservation area by Tudor House Dental Surgery with their new signage advertising.

RESOLVED: that the Clerk ask the Enforcement Officer to check.

25/065 NEWSLETTER

Councillors were asked to get articles to the Clerk by the end of the week.

25/066 CLERK'S REPORT/CORRESPONDENCE

25/066.1 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 and Chester Council (CWaC) - Drop-in Consultation Events - Tarporley (5th July) and Malpas (1st July)
- c. Cheshire Community Action – News – June 2025
- d. Information Commissioner's Office – July 2025 Newsletter
- e. Aphra Brandreth MP – Video - One Year as the MP for Chester South and Eddisbury!
- f. CWaC Managing Contamination – We all get recycling, now let's get it right
- g. Local Plan Issues and Options - virtual event – 7.00pm – 24th July 2025
- h. Aphra Brandreth MP securing a House of Commons debate to raise serious concerns about the deteriorating condition of local roads across Cheshire, and the failure of local councils to act.
- i. Housing land supply summary 1 April 2025

25/066.2 Recorded Crime

The meeting noted that in May 2025 there had been 10 recorded crimes in Tarvin Parish
 1 Vehicle Crime (The Green, Oscroft), 4 Violence and Sexual Offences (2 at or near Budgens, 1 at or near High Street, 1 at or near Townfield Lane), 2 Anti-Social Behaviour (1 at or near Platts Lane, 1 at or near Heath Drive), 1 Theft (at or near Budgens), 2 Public Order (1 at or near Budgens, 1 at or near Co-op)

25/066.3 United Utilities water main on Kelsall Road

The meeting noted that United Utilities were aiming to replace the water main on Kelsall Road with the works scheduled for August 2025.

25/066.4 Remembrance Sunday 2025

The meeting noted that the contractor who deals with the road closure had been booked for Sunday 9th November. The cost would be £300.00 plus VAT (Budget figure £400)

25/066.5 "Don't let your hedge be a hazard" leaflets.

At the CWaC/ChALC conference held on 16th July delegates had been informed that Cheshire West could provide leaflets to put through the door of any property that had a hedge overgrowing a footpath and thus impeding pedestrians or obstructing the vision of cars etc. Following the conference the Clerk had requested a supply of leaflets. Highways said they were out of stock but would be getting more printed in the near future.

25/067 FINANCIAL MATTERS

25/067.1 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 June 2025	624.00	520.00	3,395.00
Scottish Power Electricity April and May 2025	187.81	178.87	2,736.34
KDL Groundworks Installation of new seating	1,200.00	1,200.00	240.20 Grant 1,750.00 Contingency
Scottish Power Electricity June 2025	92.12	87.73	2557.47
Water Plus Ltd Water King George V Playing Field –	15.91	15.91	303.14

Account Month to 10th July 2025			
Canopy Tree Care Survey of Trees on King George V Playing Field and Oscroft Green	384.00	320.00	700.00

25/067.2 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
Botanica Landscapes Ltd Grass Cutting July 2025	624.00	520.00	2,875.00
Clerk Expenses Qtr. to 30th June 2025 Work at Home Allowance £78.00, Postage £5.10. Microsoft 1 yr Subscription 2 Pcs £104.99.	188.09	170.59	802.00
Payroll July 2025	1,657.75	1,657.75	21,331.11

25/067.3 Direct Debits/Other Payments

The meeting noted the following direct debit payments:

British Telecom Plc – 26th June 2025 – Telephone and Internet June 2025 – two venues – £143.22.

Information Commissioners Office – 27th June 2025 - £47.00

Sage UK Ltd - 5th July 2025 - Payroll Software July 2025 - £13.20

Lloyds Bank Account Charges – 17th June 2025 - £4.25

Lloyds Bank Account Charges – 18th July 2025 - £4.25

25/067.4 Management Accounts

The accounts for the three months to 30th June 2025 were presented to the meeting

25/068 LIST OF OUTSTANDING ITEMS

25/068.1 Item 1.3 - Footpath from Church Street to Cross Lanes.

Rights of Way had said that the report would be published no later than 11th August 2025

25/068.2 Item 1.4 – Land off A51/A54 Roundabout

The land was no longer being considered as an orchard.

25/068.3 Item 1.5 - Review of speed limit along Willington Road, from Oscroft to Willington

The following response had been received from Highways:

“I can only apologise this was missed at the time of submission.

I have looked at your request alongside recorded data we have for this location. There have been two recorded injury incidents within the last five years up to 13th August 2024. To qualify for funding for improvement as part of our small Local Safety Scheme (LSS) programme, we look at locations with four or more recorded injury collisions over four years. The location would therefore not meet criteria for an LSS.

With regards to requests for new speed limits or reductions, we're currently reviewing our speed limit policy, so new requests are currently on hold. I will put this location on file so your request can be reviewed once the new policy has been introduced.”

25/069 ITEMS FOR PUBLICATION

Planning application for up to 60 properties, minor Highway improvements, tree inspection, planning applications and appeal, Playing Field equipment, open forum items.

25/070 DATE OF NEXT MEETING – Monday 18th August 2025 – 7.15pm - Edna Rose Room, Tarvin Community Centre