

MINUTES OF A MEETING OF TARVIN PARISH COUNCIL HELD IN THE EDNA ROSE ROOM, TARVIN COMMUNITY CENTRE ON MONDAY 18TH AUGUST 2025.

PRESENT:

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

IN ATTENDANCE:

45 Members of the Public
Cheshire West and Chester Council – Councillor T Cooper
Parish Council Clerk – Mr M Hassall

APOLOGIES AND REASONS FOR ABSENCE:

Councillor C Edwards (holiday)
Councillor N Poole (holiday)

25/071 DECLARATIONS OF INTEREST, DISCLOSABLE PECUNIARY INTERESTS, AND DISPENSATIONS

25/071.1 New Written Requests for Dispensations

There were no new requests.

25/071.2 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. No such declarations were made.

25/072 OPEN FORUM

25/072.1 Most of the residents had been in attendance to either comment on or listen to comments on Planning Application 25/01850/OUT. Both positive and negative views had been put forward. Considerable concern had been expressed regarding the current pipe network that dealt with foul and surface water as it could not cope with the existing properties. During heavy rainfall conditions gardens at the lower area of Hockenhull Avenue and Tarporley Road became flooded with foul water/sewage. Other concerns raised included the ability of the school and doctor surgery to cope with higher numbers, potential increase in traffic around the school, siting of the car parks not being beneficial to the wider community, position of bus stops, preservation of trees, retaining the public footpaths adjacent to the site, loss of green space, and lack of a facility for children with bikes. There was support for the scheme and in particular the provision of a much needed full-size football pitch, the extra houses/residents should benefit local businesses, the school should benefit as it was under capacity, and that if properties have to be built in Tarvin that was the ideal place.

The Chairman had encouraged everyone to ensure their views were logged on the Cheshire West and Chester Planning website during the coming few days.

25/072.2 Speed Monitoring (Previous Minute 25/056.2)

One of the residents who had volunteered to help with speed monitoring had reported on an e-mail from PCSO Hannath. The e-mail had indicated that:

25/072.2.1 Pool Lane was not suitable for any road safety or community speed watch as there was no parking or pavement to operate safely.

25/072.2.2 the Police had previously trained three residents for Lower High Street, but they had been unhappy with the assessment and never carried out any work

25/072.2.3 the Police had no funding to supply a speed monitor, uniform etc.

The resident had asked for clarification on the way forward.

25/073 MINUTES OF THE MEETING HELD ON 28TH JULY 2025.

RESOLVED: that the minutes of the meeting held on 28th July 2025 be signed by the Chairman of the meeting as a correct record.

25/074 REPORTS ON MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 28TH JULY 2025 NOT COVERED BY THE AGENDA

25/074.1 Potential Issues from New Housing in Kelsall (Previous Minute 25/054.3)

The meeting noted that the Clerk had forwarded a copy of the presentation to Kelsall Parish Council, and several Kelsall Councillors had met with the residents who had provided the report.

25/074.2 “Don’t let your hedge be a hazard” leaflets. (Previous Minute 25/066.5)

The meeting noted that the Clerk had a supply of leaflets. Councillors were encouraged to take some with them at the end of the meeting.

25/074.3 Speed Monitoring (Previous Minute 25/056.2)

PCSO Hannath had sent his apologies for non-attendance. He had informed the Clerk that smart SIDs were portable, battery powered speed indicator signs and tripod. They displayed the speed but also recorded the date, time, speed as data. The cost was approximately £3,500. He thought that three very local Councils had purchased them and that they were using them and moving them around rather than sticking to one location.

RESOLVED (25/074.3.1): that the Clerk arranged a meeting with PCSO Hannath and invite Councillors to attend.

RESOLVED (25/074.3.2): that Council cover the costs of any resident undergoing training to use SIDs.

25/074.4 Wall Lower High Street (Previous Minute 25/056.1)

Replies were awaited from Highways and the Landowner.

25/075 PLANNING MATTERS

25/075.1 Planning Applications

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

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

Comment: We have no objection but are extremely concerned about the ongoing problem with surface water and foul drainage which has built up over many years and fundamentally needs to be addressed. Residents have separately raised valid and evidenced concerns regarding these existing problems and we fully support those concerns.

Regarding the affordable properties we wish to see the Discounted Market Sale Scheme used as eligibility is determined with regard to local incomes and local house prices, and frequently households with a local connection to the area are given priority.

Should the application be approved, we would like to see the following conditions:

- It is crucial that ALL the community benefits specified in this application are delivered as specified.
- In designing the layout of the houses, consideration MUST be given to ensuring views from Church Street/Tarporley Road towards Kelsall Hill are preserved as far as practicable. There also needs to be recognition that the site is close to the Tarvin Conservation Area
- Internal roads, street lighting and drainage must be constructed to an adoptable standard.

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

Comment: No objection

25/075.2 Notices

25/00673/FUL - Change of use to equestrian with erection of stables and associated hardstanding - Land at Oscroft Lodge Cross Lanes Oscroft - **WITHDRAWN**

25/075.3 Planning Difficulties in Cheshire Villages

Meeting with the Head of Planning.

Cheshire West and Chester Councillor Cooper reported that he was still trying to set up a meeting with the Head of Planning with all Councils in the Tarvin and Kelsall Ward invited.

25/075.4 Consideration of employing a contractor to develop a Settlement Spatial Plan.

RESOLVED (25/075.4.1): that Council develop a Settlement Spatial Plan and that the quotation of £4,950.00 plus VAT be approved. The meeting noted that 50% of the cost would be payable on appointment and the balance on completion.

RESOLVED (25/075.4.2): that the Community Infrastructure Levy fund be used to cover the expenditure.

25/076 DEFINITIVE MAP MODIFICATION

Order relating to Tarvin CWAC/004 (Church Street and Cross Lanes)

Cheshire West and Chester Council were recommending refusal for the proposed addition of a footpath on land between Church Street and Cross Lanes. The independent consultant believed that the various legal tests were not met which were essential in order to prove the path was a Public Right of Way. The meeting noted one factual error on the consultant's report. It said that the Parish Council had been consulted, but that was not the case.

RESOLVED: that Councillor Lush call the report in for further consideration.

25/077 FINANCIAL MATTERS

25/077.1 June and July 2025 Payments and Payments between meetings

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

25/077.2 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
Water Plus Ltd Water King George V Playing Field – Account Month to 10th August 2025	72.55	72.55	287.23

25/077.3 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
Payroll August 2025	1,559.85	1,559.85	19,673.36

25/077.4 Direct Debits/Other Payments

The meeting noted the following direct debit payments:

British Telecom Plc – 25th July 2025 – Telephone and Internet July 2025 – two venues – £143.26.

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

25/078 PARISH AUTUMN CLEAN UP

RESOLVED: that the Clean Up take place on Saturday 11th October.

25/079 PARKING AT THE BOTTOM OF LOWER HIGH STREET

A resident had expressed concerns about parking at the bottom of Lower High Street near Radcliffe Close where vehicles were being parked close to driveways and partly on the pavement.

RESOLVED: that the Clerk ask the PCSO to monitor and take appropriate action.

25/080 KING GEORGE V PLAYING FIELD

25/080.1 Molibus

The replacement parts had been installed but the job had not been completed. Councillor Twigg had contacted the contractor.

25/080.2 Surfaces

Contractors' availability was an issue. It was likely to be the end of September before the work was completed.

25/081 POLICIES DUE FOR RENEWAL

RESOLVED: that the following be approved after two minor amendments (removing the word employees in line 8 of the complaints procedure and adding the Clerks contact details to the KGVPF policy) and that the approved documents be posted onto the Council website.

25/081.1 Complaints Procedure **25/081.2** Retention and Disposal Policy **25/081.3** Equality and Diversity Policy **25/081.4** Use of King George V Playing Field Policy **25/081.5** Publication Scheme **25/081.6** Training Statement of Intent

25/082 LAND HOUSING THE WAR MEMORIAL

25/082.1 The meeting noted that the Clerk had forwarded his prepared “statement of truth” to the solicitor on 4th July and that once the statement had been approved by the solicitor, he would be inviting others to do a similar exercise.

25/082.2 RESOLVED: that the cost of £600 to provide a Land Registry compliant plan to accompany the application be approved.

25/083 CHRISTMAS TREES

The Clerk had written to the local resident who had verbally agreed with the Chairman to provide trees this year, and a reply was awaited. If nothing was heard during the coming week the Chairman would revert to the contractor who supplied trees last year

25/084 EXTERNAL AUDIT YEARS TO MARCH 2025 AND MARCH 2026

25/084.1 The External Auditors report on the Year to March 2025 was due but had not been received.

25/084.2 There would be a change to the AGAR form that Council would have to complete in April 2026 under GDPR compliance. Whilst Councils policies covered the changes it was expected that the website would need to be updated.

RESOLVED: that the Clerk ask the business who looked after the site to begin the improvements.

25/085 CLERK’S REPORT/CORRESPONDENCE

25/085.1 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 Commissioner’s Office – August 2025 Newsletter
- c. Cheshire West and Chester Council – Local transport plan consultation
- d. Correspondence update from resident regarding planning application for a handrail on the ramp leading to St Andrews Church.
- e. Tarporley Parish Council – Blister Pack Recycling Scheme

RESOLVED: that an appropriate person be invited to the next meeting to speak with Council about the scheme.

- f. Cheshire West Connections Online Meeting - Highways - 25th September - 6pm to 7pm – Councillors Butler and Ford would be attending.

25/085.2 Recorded Crime

The meeting noted that in June 2025 there had been 9 recorded crimes in Tarvin Parish 2 Vehicle Crimes (Willington Road, Oscroft), 2 Violence and Sexual Offences (both at or Hockenhull Lane), 1 Anti-Social Behaviour (Tarporley Road), 4 Public Order (3 at or near Gerard Close, 1 at or near Barrow Lane

25/086 LIST OF OUTSTANDING ITEMS

The list was noted.

25/087 ITEMS FOR PUBLICATION

Planning application for up to 60 properties, Settlement Spatial Plan, Definitive Map Modification

25/088 DATE OF NEXT MEETING – Monday 22nd September 2025 – 7.15pm - Edna Rose Room, Tarvin Community Centre

25/089 RESOLUTION – “That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be temporarily excluded and they are instructed to withdraw” (personal data, staff conditions of employment)

25/090 STAFF EMPLOYMENT INCLUDING TERMS OF EMPLOYMENT

25/090.1 RESOLVED: that the increase and new pay rates recommended by NALC be implemented for the Clerk and backdated to April 2025.

25/090.2 The Clerk updated Council on staff checking the defibrillator outside the Community Centre.