

**MINUTES OF THE ANNUAL MEETING OF THE TARPORLEY PARISH COUNCIL  
HELD IN THE COMMUNITY CENTRE COMMITTEE ROOM ON Monday 9<sup>th</sup> May 2011**

PRESENT: Councillors: V Adshead(from item 2), L Bennett(from item 2), J Blackford, R Brierley, L Burrows, G Clough (Chairman to item 2), T Hill, D Joyce (Vice Chairman), G Lees and K Parker(Chairman from item 2). In attendance CW&C Cllr E Moore-Dutton.

1. Open Forum: Notification of additional late planning applications 11/01786/FUL 11/0168  
Cheshire West and Chester Councillor E More-Dutton was welcomed and she stated that she was looking forward to working with and supporting the Parish Council; PC Ged Gigg reported on low level criminal damage on the High Street and repeated his request that such incidents should be reported, Ged reported an increase in drink driving offences; the Clerk reported a parishioners expression of concern over late night noise and nuisance on High Street in the vicinity of the chestnut tree.
2. Start of formal business: The outgoing Chairman G Clough opened the meeting; councillors signed their acceptance of office: K Parker was elected Chairman and D Joyce Vice-Chairman for the coming year and the Chairman signed the Chairman's acceptance of office. The Chairman thanked Cllr G Clough for her successful year as Chairman and welcomed new councillors Victoria Adshead and Linda Bennett. .
3. Apologies: Apologies for absence received from J Mills (the Clerk has his signed acceptance of office).
4. Declarations of interest: Cllr's Adshead and Lees declared personal interests in item 13a) 11/ 01197/FUL
5. The minutes of the meeting of the 11<sup>th</sup> April 2011.were approved and signed.
6. It was confirmed that all Councillors had completed a register of interests.
7. It was resolved that membership of the Planning Committee, Cemetery Committee, Infrastructure Working Group, Street Scene Working Group & Finance Working Group would remain unchanged and Cllr's Adshead and Bennett would express their interests for membership at a future meeting. . It was resolved that the lead Councillors for Communications & Quality remain unchanged. Cllr Clough will be spokesperson for the Infrastructure Group..
8. It was resolved to confirm the following without amendment Financial Standing Orders, Cemetery Standing Orders, Grants Standing Orders and the contract terms and conditions statement. It was resolved to confirm the Council Standing Orders following amendment of paragraph 6c to include "days" and to confirm the Planning Standing Orders following deletion in paragraph 6 of "75% or more of" and the replacement of "will" (first instance) by "may" ..
9. It was resolved to confirm the Clerk John Macdonald as Proper Officer and Responsible Financial Officer and to confirm the Clerk's contract is to be interpreted in accordance with the NALC/SLCC national model contract and note that an accumulating gratuity is agreed in lieu of pension as per the contract.
10. It was resolved that attendance at external meetings and review of consultations will be undertaken in alphabetic order of councillors unless another councillor is a specialist or has a special interest in the topic. It would be up to the nominated councillor to make alternative arrangements (agree with another councillor that they would go to the meeting or review the consultation papers) if they were not available to do so.
11. It was resolved to update and circulate the Parish Council surgery list
12. Update on matters resolved at earlier meetings not on this Agenda: High Street is marked up ready for resurfacing; some reduction in cigarette stub littering at Church Walk noted; Burton Square replanting continues under the guidance of Cllr Hill.
13. PLANNING: a) It was resolved that the following comments be made under TCPA 1990 Sch1 s8:

APP No	Location	Proposal	Comment
11/01208/FUL	Springfield Farm Rhuddal Heath	COU residential barn annexe to live/work unit	No Obj'n
11/ 01197/FUL	15 Rue de Bohars	Single storey rear extn	No Obj'n
11/01786/FUL	Wright House 67 High St	Insert 2 new windows north elevation 1st floor	No Obj'n
11/01680/FUL	3 Chestnut Close	Rear single storey extn and front porch	No Obj'n

- b) No comments made between meetings by the Clerk under delegated authority
- c) Cheshire West & Chester decisions and review appeals and enforcements.; It was noted that an appeal had been lodged with respect to the refusal of planning application 10/02621/FUL 4 Bowmere Road. The Parish Council's current objection will stand.
- d) Update on planning obligations: Local member to be copied in on correspondence.

14. Written reports on last years activities from the Chairman, Cemetery Committee, Infrastructure and Street Scene working group spokespersons and the Clerk's Financial Report were tabled for editing and consolidation by the Clerk and it was resolved that this would be the Annual Report of the Parish Council.
15. Councillor Vacancy: It was agreed that the vacancy be advertised with a closing date of the 27<sup>th</sup> May and the vacancy be filled by co-option from the candidates at the next regular meeting.
16. Insurance: The quotations and terms provided by three insurers were reviewed and it was resolved that subject to the Clerk and Chairman satisfying themselves that the cover and terms addressed the Council's needs the business would be placed with Came and Company the provider of the best value quotation. It was resolved that the offer of a 3 year agreement to lock in the saving and move the renewal date from June to September be accepted.

- 17. Annual Contracts: It was resolved to confirm and sign the handyman, litter picker and footpath contracts.
- 18. Chairman’s allowance: It was resolved to pay an allowance of £150 to the outgoing Chairman Cllr G Clough.
- 19. Footpath inspections: To consider and review the process and value of the councillor annual inspection. It was resolved to carry this item forward to the next meeting.

In accordance with standing orders it was resolved to extend the meeting to 9:45pm to complete the business on the agenda.

20. ACCOUNTS: a) It was resolved to receive and approve the Councillor's expenditure and income statements and note that the outgoing Chairman had checked the accounts. It was noted that the budget for the year was £58,877 pro rata 1 month £4,906 current actual approved expenditure to 1 month £3,089 bank balance £54,008 of which £15,305 is not reserved, income to date this year £2,316. It was gratefully noted that Cllr Lees volunteered to undertake the monthly independent check on the accounts.

b) The following accounts were approved for payment (amount in pounds).

J Macdonald	Net Wage Apr. (under LGA 1972, s112)	Chq2795	667.41
J Macdonald	Office expenses Apr. (under LGA 1972, s111, s133)	2796	43.11
Aries	Bus Hire Apr. (under LGRA 1997, s27)	2797	204.00
G Steele	Street Cleaning Apr (under LGA 1972, s137) standing order	SO	320.00
R Johnson	Footpaths Mar (under HA 1980, s43, 50,96,144, LGA 1972 s214 PCA 1957 s1)	2798	737.00
-		-	-
Community Centre	Room Hire Apr (under LGA 1972, s133)	2799	42.00
Tarporley Carnival	Carnival programme entry (under LGA 1972, s142)	2800	80.00
G Rathbone	PAT Test charger (bowser) (under HA 1980, s 96)	2801	15.00
Tarporley DIY	Paint, brushes for street furniture (PCA 1957s1, RTRA1984,s72)	2802	231.84
SLCC	Conference (under LGA 1972, s111)	2803	48.00
Mid Cheshire Footpath Soc’	Annual subscription (under LGA 1972, s111)	2804	8.00
Cheshire Playing Fields Assn	Annual subscription (under LGA 1972, s111)	2805	18.00
Playsafety Ltd	ROSPA playground inspection (under LG (MP) A 1976, s19)	2806	90.00
ChALC	Annual Subscription (under LGA 1972, s143)	2807	678.00
ETC Grass Machinery	Mower hire for cemetery (under LGA 1972, s214 (2))	2808	180.00
Tarporley Carnival	Stall Booking (under LGA 1972 s142)	2809	£10.00
Talkabout Publishing	Newsletter printing, May (under LGA 1972, s142)	2810	144.00
JDH Business Services	Internal Audit (under ACA 1998 s7)	2811	177.80
Signs of the Times	Plaques for planters (under HA 1980, s96,) –correcting error	2812	0.40

It was resolved the street cleaning be paid under LGA 1972 s137 as being in the interest of, and to the benefit of, local inhabitants and will benefit them in a manner commensurate with the expenditure.

Noted Income mini bus grant £87.00, precept £56,000.00

Noted that 40p underpay error in relation to cheque no 2793 Signs of the Times necessitated a separate cheque no 2812 for 40p being issued

Noted: The internal audit by JD Henry resulted in a clean annual audit return, correction to box 8 required and burial records and fees information to be provided for the next audit.

21. Infrastructure, Street Scene and Publicity

- a. Infrastructure group matters for noting: no meeting held.
- b. Street Scene group matters for noting: No meeting held, footpaths carried to next meeting
- c. Responsibility for the next Tarporley Talk articles: June - Infrastructure, July - annual report, August - Street Scene

22. Correspondence and Any Other Business: for information only or to be placed on the next agenda.

Noted re footpath FP21 an unauthorised diversion at Arderne Hall North Lodge reported to CW&C PROW office

The annual ROSPA Report on play area inspection requires a number of minor repairs that the Clerk will initiate. No safety or other urgent matters reported.

Cllr Brierley is seeking business sponsorship for the information board, Cllr Joyce will help.

Clerk attended SLCC regional conference note as CPD training

The High Street weed sprayed by the Parish Council weed spraying contractor and weed mechanical removal was by the Litter Picker contractor.

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_