

**MINUTES OF TARPORLEY PARISH COUNCIL MEETING
HELD IN THE TARPORLEY COMMUNITY CENTRE
ON MONDAY 11TH APRIL 2016**

Parish Councillors

Chairman - Ken Parker

Elaine Chapman Gill Clough Julie Hall John Millington Jeremy Mills

Gordon Pearson Nigel Taylor Peter Tavernor Andrew Wallace

Clerk - Ann Wright.

Public - 9

Apologies

Cllr James Kennedy - Family commitment

Cllr Richard Statham - Personal commitment

CW&C Ward Councillor Eveleigh Moore Dutton - meeting in Chester will attend when possible.

Declaration of Interests

Dispensations granted to Councillors Chapman, Kennedy, Millington, Pearson and Tavernor in relation to the Brook Road sports field were noted, no further interests were declared.

Minutes

16/089 Resolved - That the Chairman signs the Minutes of the meeting held 14th March at the May meeting following a correction. The Chairman signed the amended minutes of the 8th February 2016 meeting.

Presentation/Discussion

Charles Maines of Active Cheshire gave a presentation on the Physical Activity Growth Strategy and asked the Council to consider making an Active Community Pledge to get residents of Tarporley to be more active. It was noted Active Cheshire is a commissioning body providing funding for traditional exercise classes and other less traditional activities such as encouraging gardening, Active Cheshire can also help obtain funding for infrastructure. Mr Maines confirmed he would be happy to meet councillors to discuss supporting the work of the OS&R Committee.

The Chairman thanked Mr Maines for giving the presentation and for his offer of support.

Public Participation

It was stated that the allotment holders had now been given notice to quit the allotments in April 2017 in line with the Allotment Holders Act. It was noted that the owner is only obliged to provide an alternative site for the allotments if he obtains planning permission for the site.

In response to the letter received by the Parish Council from the RBL it was stated that the RBL had had ownership of the Bowling Green and Allotments since 1987, why is this now no longer a charitable activity of the British Legion. It was noted that allotment holders and bowling club members are also members of the RBL.

It was reported that the Charity Commission have stated they will have a response to the complaint made by Mr Press by the end of the month.

It was noted that Mr Press was tweeting about the RBL situation on his account @davidalanpress and had started #RBLillegalsale.

It was noted that to date no suitable alternative location for the allotments has been offered by the landowner.

It was noted Councillors are due to meet with the MP next week to discuss the situation and request her continued support in this matter.

Replacement of Stiles

David Press as the Council's footpath officer provided the attached report, pages 163 to 164 of the

minutes, highlighting a number of stiles which require replacing with gates or kissing gates to make the footpaths (public rights of way) more accessible, it was noted that CW&C are already undertaking some other works to improve the footpaths network in and around Tarporley.

16/090 Resolved - That the council fund up to £2500 to replace the stiles with gates as listed in the report and that funding be sought to replace the other stiles around Tarporley.

Mr Maines agreed to provide contacts of possible funding sources.

It was agreed to advertise when the stiles are to be replaced to attract more volunteers to help.

Mr Press agreed to draft a response to the PROW survey from CW&C with the help of Councillor Chapman.

Planning

Councillors noted the planning register, page 13 as circulated, it was noted that notice of application 16/01165/FUL had been received before the meeting, it was agreed due to the short notice this comments would be agreed by e-mail.

It was noted that Councillors Elaine Chapman, Julie Hall and Nigel Taylor will review planning applications for the Council's May meeting.

Council noted the letter received from the RBL dated 7th April 2016 and agreed a response should be sent including the following and copied to Antoinette Sandbach MP:-

That the RBL has supported the Allotments and Bowling Green since 1987, why has this now changed.

That the team leader and property managed did not meet with the Parish Council as stated in the letter but met informally with Councillors.

At the meeting it was started that there was an intention to sell the club house and that there would be further meetings to discuss the situation, it was not made clear that the whole site was for sale at that time and attach the notes of the meeting.

That the issue is not with the new landowner but with the way in which RBL have handled the sale.

It was agreed the Clerk should write to the primary school and CW&C education team to clarify the schools expansion plans including what funding is in place.

Possible New Health Centre

Councillors noted that the proposal to build a new doctors surgery as discussed at the informal meeting held 14th March, notes pages 165 to 166 of the Minutes, was in line with the Neighbourhood Plan, depending on the detail of application when received.

Outdoor Sports & Recreation Committee

Councillors reviewed the recommendations made by Cllrs Wallace and Millington, pages 167 to 168 of the Minutes. It was noted that the Committee has failed to make progress on the project and is being hampered by the way Committees are regulated. It was therefore suggested that the committee be replaced by working group, no changes were suggested to the membership however it was noted experts could be co opted to join the group where they have expertise which will help, the principle that no one group or interest should dominate would be retained. Councillors agreed in principle with the recommendations but as the replacement of the Committee by a working group had not be raised with the Committee or on the Council agenda it was agreed to defer the decision until the Council's May meeting, it was agreed the minutes of this meeting plus the recommendations would be circulated to the members of the Committee for comment.

It was agreed in the meantime the following actions should be progresses:-

- Investigate employing a Project Manager to advance project and assist with workload.
- Investigate employing funding and grant applications expert (quotes have been received from two companies).
- Review performance of Groundwork.
- Reviewed details reports by TGMS on ground conditions and drainage solutions.
- Prepare realistic phasing proposals to match expected funding.

- Meet with Active Cheshire to discuss project including the above actions.

PCSO Funding

The Clerk reported she had still not received the service level agreement or invoice for the PCSO for 2016-2017.

16/090 Resolved - That the council no longer fund a PCSO unless there is a significant change in policy, due to the Police and Crime Commissioners policy to provide a PCSO for every ward,

Accounts

Councillors noted the year end accounts spread sheet as circulated, the 2015-2016 end of year audit will be considered at the Council's May meeting.

16/091 Resolved - That the Council approve the accounts and payments as listed on page 13 of the Cash book, the Council approved the following payments

Baptist & Methodist Church room hire £30.00

Tarporley DIY & Garden £54.55

Tarporley Carnival - stall £10.00

Delmar Print neighbourhood plan fliers £106.00

Tarporley Carnival - brochure £55.00

TMGS - Brook Road and Tarporley Community Centre surveys £4321.20

Wayleave Agreement

It was agreed that the Clerk should contact Scottish Power stating the field is not permanent pasture as listed on the agreement but a sports and recreation field, and clarify how the transformer will be made safe.

Community Defibrillator Funding Request

16/092 Resolved - That the Council purchase the semi automatic defibrillator and outdoor stainless steel cabinet and installation, noting the Tarporley Community Centre Committee will provide funds collected for the project.

It was noted that although no training is required to use the defibrillator the First Responders will be providing training to representatives of all the Groups who use the Hall including the Parish Council, the first responders will also be giving a presentation at the Parish Meeting.

HSBC Letter

Councillors noted with disappointment that the HSBC branch in Tarporley is to close on 10th June 2016. It was agreed the Clerk should write to HSBC to express their disappointment at the loss of a community amenity in a growing village.

Scarecrow Trail

It was agreed that a Scarecrow Trail should be developed in 2017 allowing the Council more time to make the preparations.

Clerk's Resignation

It was noted the Clerk had tendered her resignation, Councillors Gordon Pearson, Peter Tavernor and Nigel Taylor will review the existing vacancy notice, it was agreed the hours be increased to 20 per week and the post be advertised as soon as possible.

Note Informal Meetings

The Council noted the notes of the meeting held with those with property neighbouring the Lychgate area, page 169, the landowners agreed to pursue matters regarding ownership and parking further and will contact the Parish Council when they have obtained more information.

Maintenance Contract

16/093 Resolved - That the Council delegate to the Clerk in consultation with Councillors Ken Parker and Andrew Wallace the awarding of the maintenance contract before the May meeting.

Meeting closed 9.30pm.

Next Parish Council Meeting
Annual or First Meeting of the Parish Council
Monday 9th May 2016, 7pm, Tarpoley Community Centre Committee Room.

Signed

Dated

Ann Wright 12/04/16

PROGRAMME FOR REPLACING STILES WITH GATES

Introduction

We have 42 stiles on the Parish's footpaths. Ten of these are currently redundant because they are alongside permanently open gates/gateways and one is on FP10 beside a pedestrian gate. Therefore we have 32 stiles which restrict the accessibility of paths to less mobile people and many dogs.

In the past the Parish Council has agreed to eventually replace all stiles with gates, or where there are no stock to control remove the stile and leave a gap.

The landowner's permission must be gained before a stile can be removed.

With the landowner's permission nine stiles have been removed or replaced with gates on FP10 and FP11.

Metal kissing gates cost £219 and wooden ones £143. Metal pedestrian gates like the ones on FP10 are £125.

Cheshire West and Chester is unlikely to fund replacement unless there is a safety issue – for example, the existing stile is rotten. However, if the Parish Council buys its own stock of gates then the Public Rights of Way Officer (PROW) will advise and guide volunteers to install them. The PROW is not empowered to acquire gates and install them but has to ask the "Asset team" to consider replacement.

The following provides suggestions for how we can make progress.

A Programme of Action

These are the priorities for action which should be achievable for less than £2500.

FP4: The landowner has given permission to remove the stiles on footpath4 (from The Close to Frog Cottage on Back Lane). The two footbridges and associated stiles are in poor condition and the PROW will ask the Asset Team to replace them with gated bridges and at the same time replace two of the stiles with gates and remove the rest. The iron and stone stile at the end of The Close will be kept, but sufficient space cleared to walk around it with a wooden kissing gate installed to keep stock in the field. The route would then proceed over two new gated bridges and then the next stile would be replaced with a metal kissing gate. The two stiles alongside Moss Lane serve no purpose and could be removed as could the one on the far side of the by-pass. It should be unproblematic to get the Asset Team to agree to the replacement of the footbridges. We are hopeful that they will see the merit of doing the complete job, but if not then we could make it happen by buying one metal and one wooden kissing gate (total £362)

FP17: The PROW is checking whether the landowner's permission has been given for the two remaining stiles on footpath 17 (from Moss Cottage to St Helen's churchyard). The stile near to the cottage has already been replaced with a gate and if the next two were replaced we would create a stile free route all the way from Forest Road or Utkinton Road on FP10/11,

Heath Green, beside the by-pass, and down RB9 to the roundabout on Rode Street, along Moss Lane and then on to the Church. Although the PROW will ask it's unlikely that the Asset Team will undertake this. The Parish Council could get it done with volunteer labour for £438.

FP3: The landowner's permission will need to be sought, but replacing four stiles would give a stile free route from the car park behind the Rising Sun to the Sandstone Trail. This would enable a circular route returning via the Sandstone Trail north and FP18 to Back Lanes. If we succeed with the planned drainage improvements to FP18, this could be a very attractive route. This would add value to making FP4 more accessible. Probably would need Parish Council to buy the four gates (£876)

FP6: This is the Sandstone Trail. There are three stiles from FP18 to the A51. Once the landowner's permission was obtained, replacing these stiles would create a stile free route from FP3 all the way to Fishers Green. This would probably need the Parish Council to buy the three gates (£657)

FP8: There is currently just one stile alongside Utkinton Road on this route which runs to the A51, where there is a gap in the hedge alongside a field gate. Whilst it is not currently a heavily used route, it has been improved in recent years by installing steps off Utkinton Road and the farmer has this year reinstated the path after planting. With a short stretch of the A51 this route links to Moss Lane, or a longer stretch in the other direction, the Sandstone Trail. Since the field has a gap at the A51 end a new gate could be just a pedestrian one. This would probably need the Parish Council to buy the gate (£125)

David Press, Footpaths Warden, Tarporley Parish Council

March 2016

**Informal Meeting with Landowner and Tarporley Health Care Representatives.
Monday 14th March 2016, Tarporley Baptist & Methodist Church.**

Present :

Parish Council - Gill Clough, Elaine Chapman, John Millington, Jeremy Mills, Ken Parker (Chairman), Gordon Pearson, Richard Statham, Nigel Taylor, Andrew Wallace.

S. Posnett, C Pattison from Turnberry , GP Julia Dancy, C Lees-Jones * G Murphy-Walker
Tarporley War Memorial Hospital.

Clerk - Ann Wright.

The following points were raised during discussions:-

Councillor Gill Clough noted she is a trustee of Tarporley War Memorial Hospital.

Mr Pattison explained that the land in question off Forest Road had been submitted to CW&C as part of the Local Plan call for sites. Mr Pattison and the landowner were aware of the development pressures on Tarporley and had supported the aspirations of the Neighbourhood Plan for balanced growth for both housing and infrastructure.

The landowner has a long term commitment to Tarporley and wants to see 'good growth' hence the creation of the Tarporley Design Code and would like the site in question to deliver more than just housing. As such discussions had taken place with both doctors practices about possible relocation of the Health Centre.

Dr Dancy report the current health centre had been built in the 1970s and extended a number of times, it is now at capacity with all rooms in use, there are also major issues with parking with the majority of patients coming from outlying settlements and villages. The building itself is becoming tired and increasingly costly to maintain and run. As the number of people registered at both practices grows there is a need to obtain a new purpose built building which will allow the practices to deliver a wide range of services so patients do not need to travel to the Countess of Chester Hospital to be treated.

The local practices including Bunbury and Kelsal which are part of the same cluster are looking to work more closely together, developing a hub and spoke model referring patients to the proposed new health centre for a range of services making all the practices more sustainable.

The close working relationship will continue with the hospital, in the long term it maybe that the hospital relocates to the same site, but there were no plans to do so at the moment, despite the similar constraints the hospital is operating under in terms of the age of the building and available space.

Mr Pattison confirmed no plans have been drawn up for the site which it is hoped will be mixed use including business premises as well as homes and the doctors surgery. It was hoped a plan might be developed with the community through consultation.

It was noted the Doctors practices have already began to investigate funding for the new building with NHS England. The building would not be owned by the practices but rented through specialist developers.

Councillors noted that it was refreshing to have a discussion about possible development which brings with it community facilities and infrastructure not just more housing.

It was noted a site would have been preferred on an existing bus route however the proposed sited does have a number of advantages including taking traffic off the High Street.

It was noted the proposal is broadly in line with the Neighbourhood plan ambitions.

Mr Pattison confirmed he would write to the Parish Council in respect of the Doctors' application to the Clinical Care Commission regarding the principle of a new surgery and whether the Parish Council could support that application. Mr Pattison will return to discuss the site in more detail at a later date.

Ann Wright
21st March 2016

Outdoor Sports and Recreation (OSR) Committee

A meeting was held on 6th April 2016 between Ken Parker and Gill Clough (Chair & Vice Chair of TPC, respectively and Andrew Wallace and John Millington (Chair & Vice Chair of the OSR Committee, respectively), to review progress on the development of the Brook Road outdoor sports and recreation land and improvement of the Tarporley Community Centre (TCC) field.

Councillors will be aware that progress on these developments has been slower than had been hoped and there are a number of factors that have contributed to this. However, the Committee status of the OSR Committee was identified, in particular, as frustrating more rapid progress.

Committee status burdens the process with procedural requirements that it was felt are counter-productive. For example, discussions and decisions can only be made at Committee Meetings, which can only be held if publically announced with at least 1 week's notice. An Agenda must be published a week in advance, and non-agenda items cannot be discussed. Arranging meetings that suit the diaries of the relatively large committee membership can further delay the process.

It is therefore proposed that the status of the Committee is changed to that of a 'Working Group'. This would bring the OSR work stream in line with other Parish Council initiatives, which are set up on the same Working Group basis. Further, it is proposed that the Working Group has its remit expanded to include a review of options for the renewal or replacement of the existing Children's Playground.

The OSR Working Group would be led by Councillors Wallace and Millington and, initially, be formed from the same membership as the current Committee. However, the aim will be to reduce the membership to a maximum of six to make it more nimble. Working Group Members will include a representative from the TCC and a Brook Road Resident and no more than one representative of each sport, recreation or pastime. Membership will be subject to approval by the Parish Council and will be regularly reviewed to ensure it includes the skill sets required as the development of the facilities progresses. Working Group members may include Councillors or members of the public whose skills or interests will assist with the objective of developing facilities on the Brook Road land, the TCC field, and the Children's Playground. All members will be expected to take on a fair share of the workload of the Working Group.

Benefits of this approach:

- The Working Group will be able to arrange meetings at short notice, reacting more quickly to respond to consultant's reports, architect's proposals, funding opportunities, etc.
- The smaller membership will create a tighter team, improving communication, making decision making quicker and endearing a team spirit that will assist with making more rapid progress.
- Group membership can be changed to respond to changes in the skill set required as development progresses.
- Sub-groups (of perhaps two members) can be tasked with addressing specific issues and can meet to suit their own diaries and other commitments.
- Adhoc meetings can more easily be arranged with architects, consultants, and funders.
- The Working Group would be far less dependant on Parish Clerk support.

Governance:

- The Working Group will prepare a monthly report for submission to the Parish Council. This will contain an update on progress and actions that require approval by the Council (approval of development proposals, expenditure, approval to submit Planning Applications, etc.)
- The Working Group will have to apply to the Parish Council for approval to engage any consultants, contractors, or expend any monies.

If approved the following have been identified as key first actions for the new OSR Working Group:

- Investigate employing a Project Manager to assist with the workload.
- Investigate employing an expert to assist in making Funding and Grant Applications (a proposals from candidate for this role have already been received).
- Review the performance of Groundwork.
- Review recently received detailed reports on ground conditions and drainage solutions received from TGMS.
- Prepare Phasing Proposals to suit expected funding streams (we need to set realistic targets for what can be achieved in the near term, especially since the loss of New Homes Bonus funding).
- Develop a brief for the Children's Playground.
- Prepare Planning Application/s.

Notes from the Meeting Re. Resurfacing the Roadway to the Lynchgate, Tarporley held on Tuesday 5th April 2016 at 11.00 am at David Brown's Office, The Manor House, Tarporley

Present

Gill Clough, Elaine Chapman - Tarporley Parish Council
David Brown, Mr Newport – residents
Joanne Combey – Molly Mop
Michael Scott – St Helen's Church

1. It was noted that the roadway to the Lynchgate was not adopted by the local Council nor registered with the land registry. The residents and tenants have right of access over it in their property/ land deeds and/or leases. The local Council have a responsibility to repair the pavement at the entrance to the roadway.
 2. Gill Clough presented the 3 options for which the Parish Council had had indicative quotes in Nov. 2015– Jan 2016. The quotes had differing areas to be filled/covered and were subject to site visits.

a) Repair the pot holes	Quotes range	£2,3 00 - £3,200 net
b) Repair pot holes and cover whole area with single layer of Rejuvopatch		£5,100 net
c) Repair pot holes and cover whole area with base surface and stone aggregate		£7,500 – 7,720 net
 3. It was agreed that a quote for the work should be sought in due course from Miles Macadam in Malpas. *(Since the meeting the quote from JPCS has been identified as being from the Miles Macadam Group)*
 4. It was agreed that a more detailed spec. of the work was required. **Action** Michael Scott
 5. It was agreed that CWaC Highways be contacted to discuss their responsibility for the pavement repairs and to plan joint working of their repairs and the work on the roadway surface.
Action Michael Scott and Parish Council.
 6. Concern was express that the roadway to the Lynchgate had become a parking area for the village and this was causing problems for the residents and tenants in terms of access, and to the church and the graveyard in particular. It was agreed that the residents and tenants should seek informal legal advice to find out if they could collectively install bollards and/or a barrier across the entrance to limit access to the roadway.
Action Michael Scott, David Brown, Rodney Newport, Joanne Combey.
 7. There was general agreement in principle that all parties present would contribute towards the cost of repairs. However Joanne Combey and Rodney Newport did not want to contribute to the cost of work to the whole surface unless the roadway could be made such that people in the village could not use it as a car park. They would contribute to the repair of the pot holes otherwise.
 8. Therefore a decision, about what works would to be undertaken, was to be left until people had found out about the viability of limiting public access to the roadway.
Action Tarporley Parish Council to call the next meeting when this information had been sought.
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9. It was noted that the roadway to the Lynchgate was not adopted by the local Council nor registered with the land registry. The residents and tenants have right of access over it in their property/ land deeds and/or leases. The local Council have a responsibility to repair the pavement at the entrance to the roadway.
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|--|--------------|----------------------|
| d) Repair the pot holes | Quotes range | £2,3 00 - £3,200 net |
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14. Concern was express that the roadway to the Lynchgate had become a parking area for the village and this was causing problems for the residents and tenants in terms of access, and to the church and the graveyard in particular. It was agreed that the residents and tenants should seek informal legal advice to find out if they could collectively install bollards and/or a barrier across the entrance to limit access to the roadway.
Action Michael Scott, David Brown, Rodney Newport, Janet Combey.
15. There was general agreement in principle that all parties present would contribute towards the cost of repairs. However Janet Combey and Rodney Newport did not want to contribute to the cost of work to the whole surface unless the roadway could be made such that people in the village could not use it as a car park. They would contribute to the repair of the pot holes otherwise.
16. Therefore a decision, about what works would to be undertaken, was to be left until people had found out about the viability of limiting public access to the roadway.
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