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**MINUTES OF TARPORLEY PARISH COUNCIL MEETING
HELD IN THE CRAVEN ROOM, TARPORLEY COMMUNITY CENTRE
ON MONDAY 11TH SEPTEMBER 2017**

Parish Council

Chairman – Cllr Gordon Pearson

Cllr Elaine Chapman

Cllr Gill Clough

Cllr Julie Hall

Cllr Bill Mathers

Cllr John Millington

Cllr Jeremy Mills

Cllr Richard Statham

Cllr Peter Tavernor

Cllr Nigel Taylor

Cllr Andrew Wallace

Clerk – Delia Cox (minute taker)

Clerk – Abigail Webb

Other

CWAC Ward Councillor – Eveleigh Moore Dutton

Public - 4

Press - 1

1. Apologies for Absence

None.

2. Declaration of Interests

None.

3. Public Participation

Remembrance Day service - John White (Chairman of Royal British Legion, Tarporley)

John advised that the format of the Remembrance Day service is changing this year. He would like a representative of the Council to read the lesson and another councillor to take part in reading the names of the fallen (other organisations such as guides and WI will also be asked to participate).

The Council to send two representatives to the Remembrance Day service, Andrew Wallace and Elaine Chapman. The Clerk to send their names to Ian Diskin.

Separately, John asked about the Parish Council's plans for the Remembrance Day centenary next year. The councillors noted that the item would be considered at a future Council meeting.

20mph proposals - Michael George

Michael George presented a detailed critique of the 20mph proposals which are under consultation for Tarporley. Government documents, one published very recently, find that local speed limits should not be set in isolation. Key factors include history of accidents, road function and composition of road users. He cited two papers:

- Setting local speed limits Ref: DfT 01/2013 - <https://www.gov.uk/government/publications/setting-local-speed-limits>
- Parliamentary Briefing Paper: Speed Limits in England, August 2017 - <https://researchbriefings.parliament.uk/ResearchBriefing/Summary/SN00468>

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Michael drew the distinction between 20mph zones and 20mph speed limits, saying the former had proved more useful. In summary, Michael said that the current proposals were confusing to motorists as they would be travelling in and out of different restrictions. 20mph limits in housing estates are not justifiable as they should be self-regulating (and motorists who speed in a 30mph limit will still speed if the limit is 20mph). He would support 20mph in the High Street and around schools where appropriate. Otherwise, he believes the limit should stay at 30mph.

Councillors and Eveleigh Moore-Dutton thanked Michael for his presentation. Eveleigh concurred that the current 20mph proposals are not evidence based and efforts should instead be focused on accident zones and other areas where it is possible to make a difference. Concerns were also raised over the cost of the programme and the potential for confusing and unattractive signage.

Tarporley Community Centre – Tony Yeates

Tony raised several points:

- He hoped Cllr Millington could attend a meeting to discuss car parking and s106 money. John said that he was waiting to meet with CWAC Council officer Vanessa Griffiths re parking strategy but would be happy to meet after that.
- Two new bins near picnic tables: Tony commented that the bins have improved the litter situation and that he was delighted that CWAC now seem willing to empty them. He passed the key to Abigail Webb.
- Weed spraying: CWAC have promised to spray the weeds but have not provided a date (their programme is behind due to recent rainfall). Tony commented that it needs to be done in the next week or so or TCC will call in Tarporley Landscapes so that the problem is solved before the winter.

Parking issues on Eaton Road – Beryl Spencer

The Clerk had been asked to read out at the next Council meeting an email dated 27 July 2017 from Beryl Spencer entitled "Parking issues on Eaton Road". This was done and the contents noted.

4. Minutes of previous meetings

Resolved 17/310 – That the Chairman signs the Minutes of the Parish Council meeting held 10th July 2017 and the EGMs of 30th June 2017 and 18th August 2017 as a true and proper record with one correction to the minutes of 10th July. Under "Cash Machines" on P359 the text should read: "Cllr Taylor has spoken to the Spar who are liaising with Yorkshire Bank to try to resolve this issue..."

5. Minutes of Working Groups and other meetings

Resolved 17/311 – That the Council note the minutes of working groups as circulated, subject to the following corrections:

P373 - Remove extra "and" correct sentence to "Michael Scott and the councillors noted that CWAC had done some remedial tarmacking..."

P374 - Beginning of page, correct "2018" to "2017".

P374 – Under Additional Notes, correct sentence to "Michael Scott indicated that he could try to persuade the Church to look into drainage..."

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6. Response from Auditor

The Council noted that the audit for the year ended 31 March 2017 has been completed. There were no matters which came to the attention of the auditor which required the issuing of a separate additional issues arising report. A notice to this effect has been placed on the Parish Council noticeboard and a scanned copy of the relevant sections of the Annual Return will be uploaded to the website before 30 September 2017.

7. Planning

The Council noted the planning register page 034 as circulated. There was some discussion over application 17/03751 as documentation was felt to be less informative than usual. The councillors noted that the proposed dwelling is situated within the existing garden and the design does not contravene the Neighbourhood Plan.

Resolved 17/312 - That the Council submits the following observations:

17/03518/FUL – Retractable canopy, The Rising Sun: No objection

17/03751/FUL – Erection of one dwelling and detached garage/outbuilding – The Old Rectory: No objection, subject to the Conservation Officer's approval.

8. Former Royal British Legion Land Working Group

Resolved 17/313 - That the Council create a working group to progress 1) Transfer of Former RBL land and 2) Contracts for bowling green, allotment and car park. The group will comprise Cllrs Pearson, Statham, Tavernor and Wallace. Julie Hall offered to assist with any work which could be done at a distance.

9. Alcohol License Application

The Council noted a statement prepared by a resident of the High Street relating to the application for a license to consume alcohol on the premises of Ginger & Pickles, 51 High Street, between the hours of 09.00 to 18.00 Monday to Saturday, and 10.00 to 16.00 on Sunday - licensing application 17/02699. A full discussion took place as the Council does not have a recent history of commenting on such applications.

- Ward Councillor Eveleigh Moore-Dutton advised that applications are usually granted unless there is very compelling evidence under the categories of 1) prevention of harm to children 2) prevention of public nuisance 3) prevention of crime and disorder and 4) public safety. There are mechanisms to revoke licenses should issues emerge. She also commented that it was typical for establishments to apply for wider hours than they might normally be expected to use.
- There was sympathy from some councillors for the resident's position, especially relating to the start times in the application. However, the Council did not feel it had sufficient grounds or evidence to make a representation.

Resolved 17/314 - That the Council should not make a representation concerning licensing application 17/02699. The Council are prepared to act as appropriate in future should safety or nuisance issues arise and also wish to be informed of future applications in Tarporley.

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10. 20mph Consultation

CWAC has issued consultation leaflets regarding the roads in Tarporley to be designated at 20mph. A full discussion took place as the Council does not accept the basis of the proposal or CWAC's definition of through roads. It also objects to the confusing and intrusive signage that would ensue. Eveleigh Moore-Dutton confirmed that she would support an alternative proposal that the whole village is a 20mph zone.

Resolved 17/315 - That the Council should counter-propose that Tarporley should be a 20mph zone village with the zone starting at the existing 30mph entry points into the village. The grounds for objecting to the current proposal are that the through roads in Tarporley are the bypass (A49, A51) and Eaton Lane.

11. Parish Council Rota

The draft document was noted. It was observed that the rota needs further work.

12. Village Improvement Group

The Clerks' meeting with Streetscene was noted. Councillor Moore-Dutton reminded the Council of the Smyle app. Various mechanisms for the Council to record issues were discussed but it was also felt that not every issue should come back to a full Council meeting.

Resolved 17/316 - That the Council's Village Improvement Group comprising Cllrs Hall, Statham, Tavernor and Wallace will be called to a meeting by the Clerk (AW). The VIG will report back to the Council with priorities and proposals for any work which requires a budget. It will also define the scope of the village walkabout.

It was noted that the new councillor may join this group. [Later in the meeting, Nigel Taylor told the Clerk (DC) that he would be happy to join]. Separately, it was noted that Rotary welcome any assistance for their clean-up of the village on the last Saturday of September.

13. Christmas Tree Lights

Abigail Webb advised that the electrician had cancelled planned re-stringing of the Chestnut Tree due to bad weather. Therefore, further discussion is postponed to a future meeting. It was also noted that the Christmas Working Group needs to meet and make recommendations to the Council.

14. Accounts

Resolved 17/317 - That the Council approve the accounts and payments as listed on page 43 of the Cash Book.

Resolved 17/318 - That the Council approve the following payments: -

Salary – Delia Cox	£770.71
Salary – Abigail Webb	£797.71
John Harding & Co	£444.00 (hedge along Brook Road)
Amberon Ltd	£276.00 (road closures for Carnival)
Shires Pay Service	£95.00 (payroll)
Suez	£78.30 (blue cemetery bin)
HMRC	£26.18 (September 2017)

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MB Travel	£300.00
Ace Play Repair	£2,968.98 plus VAT (repair to wetpour areas)
Play inspection	£57.50 plus VAT (Annual – August) and £52.50 plus VAT (Operational – Nov, Feb, May)

Ace Play Repair - It was noted that the repair work had not yet been done but represented the cost for Ace to repair additional areas and that the company had previously been selected via a full quote process.

Amberon Ltd - the invoice for carnival road closures had been sent to the Council for consideration. The Council were happy to pay the invoice but noted that future payments would need to be agreed in advance.

Resolved 17/319 - That the Council move into Part 2 and ask all members of the press and public to leave the meeting.

PART TWO

15. Parish Council Vacancy

It was noted that four people had expressed an interest and all had been given information on the role. One had withdrawn because of the likely time commitment.

Resolved 17/320 – That the Council’s Staffing Committee should see three candidates for the Parish Councillor vacancy, reporting back at the October meeting.

16. Village Benches

The Council were fully briefed on options to maintain the three benches in the Parish Council cemetery and replace the benches in the High Street outside St Helen’s Church. It was noted that the Council awaits prices from CWAC re noticeboard costs.

Resolved 17/321 – That the Council organise and pay for the maintenance of the three benches in the Parish Council cemetery with a budget of approximately £120.

Resolved 17/322 – That the Council should proceed to work with CWAC on the replacement of the High Street benches and the village noticeboard outside St Helen’s Church providing that the costs are in line with those already estimated to the Council. Plaques on benches will be retained and stored. A budget was set at £4,000. Cllr Clough and Delia Cox should continue to work on bench layout, noticeboard design, and final arrangements.

It was also noted that the Council needs more contacts for handyman services and the Clerk should make enquiries locally.

17. Tarporley Parish Council Insurance

The Council discussed the insurance quotes provided by the broker, Came & Co. There was little difference in price between the three quotes. The Council selected a provider based on its broader range of cover, including email/internet insurance (which had not been in the Council’s previous policy).

Resolved 17/323 – That the Council instruct Came & Company to appoint Inspire/AXA as the insurance provider for the year beginning 1 October 2017.

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18. Appointment of Solicitor for Former RBL land

The Council noted that research had been conducted to identify accredited firms in the Chester and Nantwich area and that CHALC has also been contacted for recommendations. Four firms were sent a copy of the s106 agreement and asked to quote for the conveyancing work. Two responded with prices. A firm was chosen based on its reputation and its willingness to commit to a cap for the work.

Resolved 17/324 – That the Council instruct Storrar Cowdry Solicitors, Chester, to undertake the work to transfer the former Royal British Legion land.

19. Lychgate Lane

The Council were fully briefed on issues and next steps for Lychgate Lane, including resurfacing and the installation of a barrier to allow Parish Council contractors and others to gain unimpeded access to the cemetery. The Council noted the advice received in early September 2017 from Steven Holmes, CWAC senior planning officer, who had reviewed the Clerk's correspondence with the Planning and Conversation teams. The Council noted that the Conservation Office preferred bollards but agreed with residents and the church representative that a gate was the most practical solution.

Resolved 17/325 – That the Council supports the resurfacing of Lychgate Lane and the installation of a gate, the project being subject to final agreement, including the cost contribution from the various parties. It was therefore also agreed that Cllr Clough should continue discussions with the relevant parties.

20. Clerk Contract and Update on Job Share

It was noted that the Clerks are dividing responsibilities broadly as follows: minutes to be rotated; Abigail Webb leading Village Improvement, Street Scene and communication with the public; Delia Cox to lead the Parish Council finances (although both will receive training). Each Clerk will be responsible for certain projects. Cllr Clough noted that both Clerks have reported pressures on their hours. It was observed that the Finance Group needs more management information to understand the effect of several current projects on the budget.

Resolved 17/326 – That the Chairman sign the Contracts of Employment for Abigail Webb and Delia Cox and that the Chairman, Vice Chair and Cllr Elaine Chapman sign the Letter of Employment. Both documents are dated 11th September 2017.

Resolved 17/327 – That Delia Cox (Clerk) should start the necessary steps be added to the Tarporley Parish Council bank account.

Meeting closed: 9.51pm

Next Parish Council Meeting: Monday 9th October 2017, 7pm, Tarporley Community Centre Craven Room

Signed:

Dated: