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**MINUTES OF TARPORLEY PARISH COUNCIL MEETING
HELD IN THE CRAVEN ROOM, TARPORLEY COMMUNITY CENTRE
ON MONDAY 9TH October 2017**

Parish Council

Chairman – Cllr Gordon Pearson

Cllr Elaine Chapman Cllr Bill Mathers Cllr John Millington

Cllr Jeremy Mills Cllr Richard Statham Cllr Peter Tavernor

Cllr Nigel Taylor Cllr Andrew Wallace

Clerk – Abigail Webb (minute taker)

Clerk – Delia Cox (attended Agenda Items 1 to 8)

Other

Public - 6

Press - 2

1. Apologies for Absence

Cllr Gill Clough (Personal Commitments); Cllr Julie Hall (Work Commitments); CWAC Ward Councillor – Eveleigh Moore Dutton

2. Declaration of Interests

Cllr Millington declared an interest relating to the planning application 17/01094/FUL - Avenue House.

3. Co-opting Parish Councillor

Following the resignation of Cllr Ken Parker, the Parish Council advertised the vacancy, four people put their name forward to the Clerk. Subsequently one person decided to withdraw from the process.

Three Councillors met the three candidates and they unanimously recommended to the Council that they consider that Tina Royles be co-opted onto the Parish Council. Their recommendation is based upon the information contained within her CV statement, her experience of working with a wide variety of people within the community, her communication skills and her availability to be part of the Parish Council and its working groups, many of which are held during the working day. The Chairman asked the Council to vote and the Council unanimously voted for Tina Royles.

Res 17/328 That the Council co-opt Tina Royles as the new Parish Councillor. Tina was asked to join the meeting at this point.

4. Public Participation

Time Limited Parking – Mr John Beckitt, owner and landlord of White House, Tarporley High Street, raised his concerns regarding the 2-hour car parking limit that Cheshire West and Chester Council (CWAC) are consulting on. Many of his tenants have businesses whereby 2 hours is not long enough such as hairdressers and restaurants. The Clerk read out an email from Little Tap Bar and Restaurant which supported Mr Beckitt's view that 2 hours is not long enough for his customers.

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Footpaths – Tony Yeates informed the Council that the footpath from Forest Road leading to Park Road is very overgrown, full of litter, dirty and very unsafe. Clerk to contact CWAC re cutting back hedges/shrubs and litter picking.

Hedge along Footpath 10 (Forest Road to Heathfields) – Suzanne Posnett informed the Council that she is obtaining quotes to cut back the hedge that runs along the edge of the field and Footpath 10.

5. Minutes of the Meeting

Resolved 17/329 – That Council approve the minutes of the last meeting.

6. Lychgate

[This item was brought forward as the relevant Clerk (Delia Cox) had to leave the meeting early and Cllr Clough was not able to attend the meeting]

The Clerk read out a statement on behalf of Cllr Clough following the Lychgate Lane residents' meeting of 4th October 2017. In that, Cllr Clough sought permission for Tarporley Parish Council to write to each participant to confirm their contribution to the whole project (signed confirmation needed before the Council can commission the works). Permission was also sought for the Council to commission the resurfacing work via either of two best value suppliers depending on final price and availability to do the works. The Council was also asked to note the sketch of the barrier solution prepared by the representative of St Helen's Church and agree that Cllr Clough and the Clerk can proceed with next steps, including obtaining final quotes. The statement also noted that the property owners/Church wished to establish (at their own expense) a legal agreement/association to manage issues of future maintenance of the Lane as well as parking and access issues beyond the barrier. The Council would not form part of this association and is contributing to the project on a one-time basis, and with the intention that the barrier is ultimately donated to the association, which would take responsibility for public liability insurance. The proposed association would give Parish Council vehicles access to the area beyond the barrier to retain access to the Parish Council cemetery.

A full discussion took place. In the September 2017 meeting, the Council supported a gate in principle if it addressed the issues in the Lane and gave permission to Cllr Clough and the Clerk to continue discussions. However, the sketch drawing provided for the October meeting (of two fixed bollards and a basic metal swing gate) was rejected by the Council as not in keeping with the Lane. It was noted by the Council that a barrier could be created by fixed bollards and one collapsible bollard in the centre – a solution which would be acceptable to the Conservation Officer.

The project costs of £11k were noted as roughly £5k from the Council and £6k from property owners/Church. The latter figure is below previous expectations of TPC. The Council remains committed to funding a significant part of the project but felt that there would be objections from the public to the proposals as they currently stand. As the largest single contributor to the project, it was felt that the Council should have more input into the design of the barrier and need to see a full impression of the final project before proceeding.

The Council also noted that the parties should write a cheque to Tarporley Parish Council with their contribution before the work could be commissioned.

Resolution 17/330 – That the Council remain committed in principle to put significant funding into the Lychgate Lane project on a one-time basis. As well as the resurfacing work, the Council agree to some form

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of barrier to allow unimpeded access to the Parish Council cemetery but it should be acceptable to the Parish Council and the Conservation Officer.

7. Tarporley Parish Council Bank Account

[This item was brought forward as the relevant Clerk (Delia Cox) had to leave the meeting early]

The Council noted the form for the NatWest Community Organisation Mandate, in which Kenneth Francis Parker was removed as an authorised signatory and Delia Cox was added. The address of the Tarporley Parish Council bank account was changed to that of Delia Cox. The form had been signed by Cllrs Clough and Wallace. Additionally, the Council noted the Community Organisation Current Account Additional Party Form, completed by Delia Cox. This form did not require a councillor signature.

Resolved 17/331 – That the authorised signatories in the current NatWest Community Organisation mandate, for the accounts detailed in section 2, be changed in accordance with sections 5 and 6 and the current mandate will continue as amended.

The Council also noted the Digital and Direct Banking Business Application form which had been signed by Delia Cox and the following existing signatories: Ann Wright, Cllr Clough and Cllr Wallace. Cllr Chapman also signed this form at the meeting. As the NatWest digital platform allows a customer to access personal and business accounts on one login, it was noted that Delia Cox had closed her existing NatWest account and agreed not to open another NatWest account which would allow access to the Tarporley Parish Council bank account during the period of her employment.

8. Minutes of the Working Groups

Resolved 17/332 – That the Council approve the minutes of the working group.

9. RBL – S106 Agreement

The Chairman of the Council has spoken to Gary Bell, Storrar Cowdry Solicitors, and Gary has agreed to draft the Heads of Terms and will circulate next week. A site visit/meeting will take place next week between the Parish Council and Storrar Cowdry.

A surveyor has been seen on the site but no other work has taken place. The Clerk will write to Mr Mattocks asking to him to meet with the Council and other interested parties to discuss timescales and the existing agreement between the developer and the Bowling Green and Allotments. As part of the s106 agreement, Enlighten Developments will pay for the legal work for the transfer of the land, however the Parish Council will require legal advice for the lease agreement between the Parish Council and the Bowling Green/Allotment.

10. Christmas Lights

The Council received an update regarding the lights on the Chestnut Tree. An additional 21 sets of lights have been added to the tree (at no cost to the Council). A recommendation from the Christmas Decorators is to add an additional 8 sets of lights plus to purchase large stars and baubles to place in the tree, up to a maximum of £1500.

Resolved 17/333 - That the Council agree to increase the set of lights by 8 and to purchase 5 stars and 10 baubles.

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11. Planning Register

Councillors noted the planning register, page p35, as circulated.

Resolved 17/334 - That the Council submit the following observations:

17/01094/FUL - Avenue House, Demolition of existing conservatory and erection of single storey rear extension and veranda. No objections.

12. Village Improvement

The village improvement group conducted a visual audit on the village and Cllr Tavernor provided an overview of the work required (a copy of the full report to be sent out with the minutes). Some of the actions that were identified on the visual audit are

Community Centre

- Removal of weeds along playground railings (Tarpoley Community Centre have asked a contractor to remove these).

Chestnut Pavilion

- Chestnut Tree mound - loose/dead branches need removing.
- Bus stop next to Chestnut Tree needs cleaning as roof is covered in moss and glass has turned green.

Toilets

- One toilet (disabled) is working and in good working order. Signage for the toilets needs updating. The old toilet is now a store that CWAC and the length man use to store equipment and supplies.

Rising Sun Car Park

- Exit road from the Rising Sun Car Park – overhanging bushes and branches need cutting back. CWAC are responsible for cutting these back.

Burton Square

- Removal of dead plants at Burton Square has already taken place. New bulbs and bushes need to be planted. Currently SP Landscapes maintain the area and keep it looking very neat and tidy.
- Orvis have offered to plant bulbs in the village as part of the community project. The bulbs to be planted in the spaces where the dead plants have been removed.
- White posts along the triangle area of grass near Burton Square to be removed as they look unsightly.
- One of the laurel hedges at Burton Square blocks the view along the High Street. Removal of the hedge to be discussed further with the members of the village improvement group.
- Flagpole – The pulley mechanism is not working on the flagpole as the wire has snapped. The flag is very dirty and ripped at the edges.

Resolved 17/335 That the Council approve a budget of £100 for the repair of flagpole and flag and £200 for the purchase of additional plants and extra bark at Burton Square.

The Rotary Club conducted a litter pick of the High Street at the end of September and the Council acknowledged the good work that took place that day. The Village Improvement Group would like to create a working party to conduct a 6-monthly clean of the High Street.

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Waste Management of Cemetery and Community Centre

The Council use Suez Ltd to collect cemetery waste on a weekly basis and Tarporley Community Centre use Gaskills to remove the waste from the community centre. The Council have been asked by the Committee of the Community Centre to explore options of combining the contract. The clerk will check the length of contract and details of costing to increase the number of bins to the weekly collection and report back.

13. Car Parking

CWAC have started their formal consultation regarding time limited parking along the High Street. Signs have been placed on the lampposts along the High Street and an advert has been placed in Chester Chronical. The Parish Council has received several complaints from businesses and residents regarding the lack of car parking in the village. A meeting with Senior Management at CWAC is scheduled to take place on Tuesday 10th October to discuss options to increase the amount of car parking spaces in the village.

Resolved 17 / 336 That the Council attend the next Country Market on Saturday 4th November to provide an opportunity for businesses and residents to speak to Councillors about car parking issues.

14. Tarporley Remembers 2018

Emma Hunter and Victoria Williams gave a power point presentation about the year long programme of activity starting in January 2018 to celebrate the 100-year anniversary of the end of WW1.

Activities include

- Concert
- Memory Walk
- Flag flying
- Poppy badges for businesses to display in the shop windows
- A permanent memorial in the village

Several organisations and groups have already agreed to get involved with different activities throughout the year and any fundraising will be donated to the War Memorial Hospital. The project is in the very early stages and will be launched shortly after Remembrance Day 2017. The Royal British Legion – Tarporley Branch are very supportive of the project and it is hoped that this programme will provide an opportunity to promote the support available from the RBL for any war veteran. The Chairman thanked both Emma and Victoria for their presentation and it was agreed that the Council would support the project in any way it can over the next 12 months.

15. Grant Applications

9 grant applications had been received from community groups within the village asking for financial support for several local activities.

Resolved 17/337 - That the Council approved the following grant applications:

Tarporley Tennis Club - £250

Tarporley Pre- School - £250

St Helen's Bell Ringers - £250

Bowling Club - £250

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Tarporley Baptist and Methodist Church – Youth Club - £250

Tarporley Primary School PTA - £250

Decibellas Choir – £250

NCT – Tarporley Branch – £150

As agreed in resolution 17/180 (January Meeting) “All other grants will be considered in October and will be limited to £250, with £500 awarded in exceptional circumstances.” As Tarporley Remembers 2018 is a unique programme of activities looking to bring the whole community together in a series of events, the grant application received from Tarporley Remembers was deemed to be exception and therefore the higher amount is awarded.

Tarporley Remembers 2018 - £500

To support the year long programme, it was agreed to discuss Tarporley Remembers at every meeting and specific costs relating to individual events and activities will be considered throughout the year.

16 Accounts and Payments

Resolved 17/338 – That the Council approve the accounts and payments as listed on page 44 and 45 of the cash book.

Resolved 17/339 – That the Council approve the additional payments

	VAT	Non- VAT	Total
Length man		£336	£336
Suez (waste collection)	£13.05	£65.25	£78.30
Room Hire (TCC)		£44.46	£44.46
MB Travel	£40	£200	£240
HMRC		£26.38	£26.38

Part 2

Resolved -17/340 – That the Council close the meeting without discussing Part 2 to the meeting due to the length of time the meeting had taken. These items will be on the agenda and discussed in the November meeting.

Meeting closed: 10.14pm

Next Parish Council Meeting: Monday 13th November 2017, 7pm, Tarporley Community Centre Craven Room

Signed:

Dated: