

**MINUTES OF TARPORLEY PARISH COUNCIL MEETING
HELD IN THE COMMITTEE ROOM, TARPORLEY COMMUNITY CENTRE
ON MONDAY 12th February 2018**

Parish Council

Chairman – Cllr Gordon Pearson

Cllr Elaine Chapman	Cllr Gill Clough (in part)	Cllr Julie Hall	Cllr Bill Mather
Cllr John Millington	Cllr Jeremy Mills	Cllr Tina Royles	Cllr Andrew Wallace

Clerk – Abigail Webb (minute taker) Clerk – Delia Cox

Other

CWAC Ward Councillor – Eveleigh Moore Dutton

Public - 5

Press - 1

1. Apologies for Absence

Cllr Richard Statham (Personal Commitments)

Cllr Peter Tavernor (Personal Reasons)

Cllr Nigel Taylor (Work Reasons)

2. Declaration of Interests

No interests were declared.

3. Public Participation

Access to Allotments

William Tarr Developments have suggested including an automatic sliding gate for access to the adopted road, Allotment and Bowling Green. As stated in the S106 agreement, full access for pedestrians and vehicles should always be available. However, a gate would inhibit this if it is fitted with a lock or key fob. Chester West and Chester Council are not in support of the gate. While the Allotment Association supports the use of a gate if it is not locked, the Bowling Green Committee does not and raised concerns about access for emergency vehicles to the Bowling Green.

Litter in the village

Several residents have expressed concerns regarding the amount of litter in the village, particularly along Birch Heath Road and Lychgate Lane. Cllr Andrew Wallace stated that the Rotary Club is planning a 'clean up day' on Saturday 24th March so will visit these areas. Cllr Moore Dutton said that litter is a big problem across the borough currently and is not sure why. Keep Britain Tidy has a national campaign taking place in March which the Parish Council can get involved with.

4. Minutes of previous meeting

Resolved 18/395 - That the Chairman signs the Minutes of the Parish Council meeting held 8th January 2018 as a true and proper record. There was one amendment to P425 which should say 'Number 41 Club' instead of Rotary Club. Matters arising from the minutes include

- Business Survey – many businesses still have not responded to the online survey.
- Gritting – All volunteers have the correct equipment.
- Primary School Meeting – Scheduled for 2nd March at 2pm.
- Brook Road Leisure Land Planning Application – Permission has been granted.

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5. Minutes of working groups and other meetings

Resolved 18/396 – That the Council note the minutes of working groups and other informal meetings as circulated, pages 429 to 436 of the minute book.

6. Planning

The Council noted the planning register page 038 as circulated.

Resolved 18/397 – That the Council submit the following observations

17/05290/FUL – Winsor Ave – No objection.

18/00468/FUL – Heesch Eaton Road – Postponed decision to review documents further

17/05094/FUL – North Lodge – No objection as long a garage has been removed from application.

7. Accounts

Resolved 18/398 – That the Council note Cash Book 50 and approve the accounts and payments as listed on page 50 of the Cash Book.

Resolved 18/399 – That the Council approve the following additional payments

- Tarporley DIY – Wood for Xmas Event (James Blackford) - £4.45
- Delia Cox will claim an additional 14.5 hours in her March payroll – 8.5 hours for two audit training courses and 6 hours for work on critical projects.

8. Policies and Procedures

Several policies and procedures need to be reviewed. A document was circulated with details of the policies and suggested working groups to review them.

Resolved 18/400 - That the Council agree that the working groups will review the documents and all policies and procedures are brought back to the Council meeting for approval.

9. Burton Square

To ensure further damage does not occur to the grass at Burton Square, CWAC has been contacted to provide a quote to install 10 bollards including chains and the cost is £2,400 which includes installation. The bollards will match the rest of the bollards along the High Street. The Clerk will ask CWAC for a quote for 5 bollards instead of 10.

A resident consultation will take place with the row of cottages facing Burton Square regarding the removal of one set of laurel hedges as this will provide a clear view of the High Street from Burton Square. Previously, residents have strongly objected to the removal of the hedge on Utkinton Road as the hedge screens out the noise from the High Street.

Cllr Statham would like to plant some daffodil bulbs at Burton Square and would like some assistance with this. Cllr Royles has offered to help plant the bulbs in the next week or two.

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10. Car Parking

Cllr Clough arrived at the meeting

The S106 funding for additional car parking in the village has now expired (on 31 March 2017) and is no longer available for the Parish Council to access. CWAC are identifying who the developers are and will ask if they are willing to make any community contribution to the village.

The cost of adding approximately 10 additional spaces at the front of the Community Centre is provisionally expected to be between £15-£20,000 if there are no service pipes under the pavement. If service pipes are found, this will substantially increase the cost. The Clerk to ask for a formal quote for work from CWAC.

Vanessa Griffiths, CWAC, wrote to Tarporley Parish Council on 8th January however the Council do not feel that the letter answers the questions which were asked of her at the meeting in October 2017.

Resolved 18/401 That the Council write a constructive letter to Vanessa Griffiths asking for further clarification on the points raised at the meeting.

A meeting will be arranged with CWAC planning team to discuss what type of planning applications would be required to build a temporary car park on the field behind the Rising Sun Car Park.

The Council will contact Robinsons (Brewery) to discuss rental options of the field behind the Rising Sun car park.

Cllr Moore Dutton suggested contacting Cllr Karen Shore from CWAC as she has the responsibility for car parking across Cheshire West.

A meeting took place between 2 residents, the Parish Council and CWAC Highways team to discuss residents parking along Nantwich Road, along the section between the crossroads opposite the Spar and the business park near Springfields. From a Highways perspective, there are no highway issues along this section of Nantwich Road and therefore CWAC do not support the scheme as it currently stands. All residents along this section of Nantwich Road (both sides) would need to support the scheme for it to be implemented. CWAC would not pay for the cost of the consultation survey or the scheme.

The time limited parking will be implemented in late April or May 2018 and will take one night to complete as long as CWAC can provide two teams to work (starting at each end of the village and meeting in the middle.) The Council suggested a Saturday evening in May might be the most suitable evening for this work to take place, so that in the event of any carry over work, it could be done on Sunday.

11. Tarporley Carnival

The Council have received an invitation to have a stall at the Tarporley Carnival this year. The Council did not attend last year as it was felt that residents do not want to discuss Council issues during the carnival. Attendance at Country Markets has been well received when there is an issue that needs to be discussed with the local community.

Resolved 18/402 – That the Council do not attend the Tarporley Carnival this year.

12. RBL Site

The Council are still waiting for confirmation of the building commencement date from CWAC. Work is now well under way and the club house is now demolished. Residents from Coronation Terrace have

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complained about the time at which the builders are starting work in particular on a Saturday morning when it can be as early as 6.30am.

The contract between the Allotment Association and William Tarr Developments expires on the 31st March 2018 and the Bowling Green agreement expired in October 2017. The Bowling Club has informed the Council that it is an unassociated sports club.

The working group needs to meet in March to co-ordinate the work that should take place over the next few months to ensure that the transfer of lands takes place within the allotted time frame.

There was concern regarding the removal of the asbestos from the club house when it was being demolished however Jessica Rooney from CWAC Building Control has confirmed that after attending a site visit, she is satisfied that the removal of asbestos has met with the national regulations.

To ensure that the work carried out by William Tarr Developments is of a high Standard, a Clerk of Work should be appointed to inspect the work of the car park. Cllr Clough will liaise with Tony Yeates, Tarporley Community Centre to identify an appropriate person for this role.

Resolved 18/403 – That the Council appoint a Clerk of Work to inspect the work on the RBL site. A budget of £1,000 has been agreed to cover this cost.

Once the Clerk of Work has been agreed, a letter will be sent to William Tarr Developments to inform them of the name and contact details of the Clerk so that arrangements can be made to inspect the site.

The community will be asked to provide suggestions for the name of the new car park and this will be discussed and agreed at the next meeting. The Clerk will contact CWAC to find out what the process is for renaming car parks and roads to ensure that the Parish Council follow the correct procedure.

13. Tarporley Remembers 2018

The risk assessment for the Silent Soldiers installations has been circulated to the Councillors for their approval.

Resolved 18/404 - That the Council approve the Silent Soldiers Risk Assessment.

14. Lychgate Lane

The Council noted the draft letter to all project participants outlining the scope of works in Lychgate Lane, including full resurfacing and the installation of bollards as permitted development under Part 12 (Class A) of Schedule 2 of the Town and Country Planning (General Permitted Development Order) 2015.

The contract for resurfacing Lychgate Lane, a private road, is with TP Construction & Driveways Ltd. This work is scheduled to start on 19th March 2018 and is expected to be completed within a week. All the project participants have seen plans and the resurfacing quote and are happy with the details. The quote for bollards was discussed in part two of the meeting.

15. Best Kept Village 2018

The Council have received an invitation to enter the Best Kept Village 2018 Competition. Due to the number of major developments taking place in the village this summer, it was felt that it was not the best time for the village to be judged on its appearance. Data from a residents' survey showed that out of 50 responders, 80% of these would be willing to get involved in looking after their area and keeping it clean and tidy. The

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competition will be an agenda item at the September 2018 meeting, so a full programme can be put in place to enter the competition next year.

Resolved 18/405 – That the Council does not enter the Best Kept Village 2018 Competition.

16. Annual Meeting 2018

Due to the success of last year's annual meeting, it was decided to keep the format of a market place for local community groups to showcase their groups and organisations.

Resolved 18/406 – That the Council agreed that the annual meeting take place on Saturday 12th May and will follow a similar format to last year. A short meeting will take place at 10am in the Committee Room to satisfy the requirements of an annual meeting.

17. Public Art and S106 Funding

The Council noted page 434 and 435 of the Minute Book relating to S106 funding. It has been confirmed that some of the S106 money for public open space can be spent on the village benches (project cost: £6,349.95).

S106 funding is only issued once a year. The clerk will contact the S106 officer to ask for the funds to be transferred to the Council in the current financial year.

Resolved 18/407 – That the Council applies for S106 funding towards the cost of the benches to be installed by St Helen's Church, and for the invoices relating to the two Ecology Reports for the Brook Road development. S106 references are 301, 319, 287, 447 and 423.

There is approximately £30,000 of s106 funding still available for public art. A decision needs to be made as to what to spend the money on in the village.

18. Community Bus

After discussions with passengers and the bus company who provide a service from Tarporley to Rose Farm Shop, it is not financially viable to continue with the service given that CWAC offer a Shuttlebus service which is free for concessionary travel.

Resolved 18/408 - That the Council will not renew the contract with MB Travel when it expires on 31st March 2018. The Clerk will prepare a letter for all parties notifying them of this decision.

PART TWO

19. Lychgate Lane

The Council discussed the quotes for two fixed bollards in a traditional style and two collapsible bollards to allow unimpeded access to the Parish Council cemetery.

Resolved 18/409 – That the Council agreed the quote from Townscape Products which includes 2 fixed and 2-fold down bollards.

20. Christmas Lights

The Parish Council have written to the Christmas Decorators informing them that action through the small claims court will be the next step if they do not refund the money already paid to them. The Christmas Decorators solicitor has written back to the Council with a counter proposal.

DRAFT MINUTES (to be signed off at next Council meeting)

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Resolved 18/410 – That the Council rejects the counter proposal and the Clerk will write to the solicitor with the offer of termination of contract and for them to remove the lights at their expense before the end of March 2018.

Meeting closed: 9.37pm

Next Parish Council Meeting: Monday 12th March 2018 7pm, Tarporley Community Centre Committee Room

Signed:

Dated: