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**MINUTES OF TARPORLEY PARISH COUNCIL MEETING
HELD IN THE COMMITTEE ROOM, TARPORLEY COMMUNITY CENTRE
ON MONDAY 11th JUNE 2018**

Parish Council

Chairman – Cllr Gordon Pearson

Cllr Elaine Chapman

Cllr Gill Clough

Cllr Bill Mather

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 – 0 (Eveleigh Moore Dutton sent her apologies)

Public - 2

Press - 1

1. Apologies for Absence

Cllr Tina Royles has resigned from the Council with immediate effect. The Clerk will start the process for a new Councillor. There were no other apologies from Parish Councillors.

2. Declaration of Interests

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

3. Public Participation

Former RBL site: A resident expressed concern about the delay to the opening of the car park on the former RBL site due to drainage issues. The developer had not correctly anticipated the drainage requirements.

Land behind Walkers Lane: Trees have been cut down in this area and concerns were raised on behalf of a resident. However, it was noted that there are no Tree Preservation Orders in place and it is outside the Conservation Area.

High Street bench and plaque removed: The Chairman summarised an email from a relative of a former Chairman of the Parish Council re the replacement of the High Street benches. It was noted that memorial plaques have been retained by the Clerk.

Four Lanes/Red Fox traffic lights: Concerns were raised on behalf of residents following two accidents in the previous week at this junction. The Clerk will send a letter to Cheshire West and Chester Council (CWAC) asking for the sequencing of lights to be changed.

Cobblers Cross verges: Concerns were raised over obstructions on the verges (including tree branches) impeding pedestrians. The Clerk will contact CWAC and the resident.

Best Kept Village Award: It was noted that Richard Brierley had offered to assist the Council with this project next year.

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4. Minutes of previous Council meetings

Resolved 18/482 – That the Chairman signs the Minutes of Annual Parish Meeting held 14th May 2018 as a true and proper record.

Resolved 18/483 – That the Chairman signs the Minutes of the Annual (First) Parish Council meeting held 14th May 2018 as a true and proper record subject to the following corrections:

P479 – under Cemetery Administration, replace “proposed an increase of £25 for each service provided” with “proposed increases as detailed in the Cemetery minutes”.

P480 Res 18/469 – replace “approve the price rise of £25 for each service as detailed” with “approve the price rises as detailed”.

One action item which was not on the agenda for this meeting was reviewed. The Council needs clarification on the status of the road to the former RBL site. The Clerk will contact Williams Tarr Developments and CWAC to confirm that the Council supports the whole of the access road from the High Street up to the gate to the allotments being adopted by CWAC.

5. Minutes of other meetings

Resolved 18/484 – That the Council note the minutes of the Cemetery Management Committee meeting held on 27th March 2018 and the notes of working groups and other informal meetings as circulated, pages 483 to 491 of the minute book, subject to the following correction:

P491 – “changes can only be considered” replaced with “changes should be considered”.

Cllr Millington signed the Minutes of the Cemetery Committee meeting on 27th March 2018, pages 484 to 486 of the minute book.

6. Accounts

It was noted that the Clerk (DC) made urgent payments of £70 to Tarporley Carnival on 7th June and £144 (incl. VAT) for delivery costs for the Memorial Walk plaques on 11th June, after consultation with the Chairman and Vice Chair.

Resolved 18/485 - That the Council approve the accounts and payments as listed on page 58 of the Cash Book and note the bank reconciliation.

Resolved 18/486 - That the Council approve the following additional payments:

£679.55 (incl. VAT) to Cheshire Joinery, subject to resolution of several matters.

Several additional hours for the Lengthsman to empty bins on a one-off basis to be included in next month's invoice.

The Council also briefly discussed and noted the 1Q Budget Summary as circulated.

7. Planning

The Council noted the planning register page 043 as circulated.

Resolved 18/487 - That the Council submits the following observations:

18/01926/FUL - Replacement two-storey residential dwelling, 12 Eaton Road: No objection.

18/01946/FUL - Demolition of existing garage and extension, 84 High Street: No objection.

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The Council then discussed the potential development of a care home and community car park (88 spaces plus 6 motorbike spaces) off High Street, Tarporley. Liberty Properties will hold a public consultation in the Community Centre after which the Parish Council will hold an extraordinary public meeting to gather the views of the community as to whether “very special circumstances” apply. These views will be used to formulate the Parish Council response to this potential development. Dates to be confirmed shortly.

A draft of the leaflet to be delivered within the village was discussed and approved. Cllr Clough will organise delivery routes.

8. Parking

Instead of writing to CWAC as discussed in the previous Council meeting, two meetings were held with CWAC contacts to discuss ways to resolve parking issues in Tarporley (see p487 to 491 of minute book). A further meeting with Sarah Dobbins, Senior Localities Officer (Rural), will be arranged when design costs are available for potential chevroned parking bays in the pavement area near the Community Centre.

A date from CWAC for lining out work for the Time Limited Parking order was not available at the time of the Council meeting.

9. Brook Road Outdoor Sports and Recreation

A meeting with Andrew Jamieson of CWAC will take place shortly to discuss CWAC’s obligations in the agreement relating to the sale of land of Brook Road, Tarporley. Contact has also been made with United Utilities re drainage issues. Additionally, Cllr Millington, the Chairman, Vice Chair and Clerk (DC) will meet to discuss project scoping.

10. Councillor Vacancy

Following the resignation of Tina Royles, a second statutory notice of vacancy will be posted.

11. Council Administration

Changes to Council lists were discussed following the resignation of Tina Royles. An updated list is shown below. Rowcliffe Homes Trust will be advised that Tina Royles has resigned but a decision on her replacement was deferred to a future meeting. Additionally, membership of the Traffic and Parking Working Group may be reviewed at a future meeting.

Resolved 18/488 – That Cllr Andrew Wallace join the Cemetery Management Committee.

Resolved 18/489 – That Cllr Andrew Wallace join the rota for Parish Council representative on the Tarporley Community Centre Management Committee.

Committee or Working Group	Membership (Councillor)
Cemetery Management Committee	Chapman, Millington, Tavernor, Wallace
Outdoor Sports and Recreation Working Group	Millington, Taylor, Wallace
Staffing Working Group	Chapman, Clough, Mather, Tavernor
Village Improvement Group	Statham, Mather, Pearson, Tavernor
Strategy Working Group	Millington, Pearson, Tavernor, Taylor

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

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Website Working Group	Pearson, Taylor
Christmas Lights Group	Mather, Millington, Pearson, Tavernor, Taylor
Christmas Event Group	Chapman, Clough, Mills, Wallace
Finance Working Group	Chapman, Pearson, Tavernor, Taylor, Clerk
RBL Working Group	Clough, Statham, Pearson, Tavernor
Traffic and Parking Working Group	Chapman, Clough, Mather

Members of Outside Bodies	Membership (Councillor)
Tarporley Community Centre Management Committee (non-voting)	Rota: Mather, Tavernor, Wallace
Tarporley High School liaison	Taylor
Tarporley Primary School liaison	Mills
Arthur Meredith Memorial Trust	Chapman, Clough
Rowcliffe Homes Trust	Chapman, Wallace, plus one vacancy

Other	Contact
Tarporley Remembers 2018 – one off campaign team	Cllr Gordon Pearson Plus E Hunter, V Williams
Footpaths Officer	David Press

It was also noted that the cheque signatories for the Tarporley Parish Council bank account with NatWest are Cllrs Chapman, Clough and Wallace.

An amendment to the Privacy Notice on the website was briefly discussed.

Resolved 18/490 – That the Council’s Privacy Notice include an additional sentence after “Your personal information will be not shared or provided to any other third party without your permission”, namely “The only exception would be when we are required to do so by law enforcement authorities”.

12. Tarporley Remembers 2018

The plaques for the Memorial Walk should arrive within the next week. This will be the formal opening event of TarpFest in the village and the opening will be attended by the local MP and a camera crew. Insurance matters were discussed, and it was noted that actors and buskers are not covered by the Council’s insurance policy. Cllr Pearson will complete a risk assessment for the Memorial Walk.

13. SP Landscaping

No quotes had been received from SP Landscaping and the meeting therefore closed without moving to part two.

Meeting closed: 8.45pm

Next Parish Council Meeting: Monday 9th July 2018, 7pm, Tarporley Community Centre

Signed:

Dated: