

Tarporley Parish Council

ANNUAL REPORT **2004**

CLERK: JOHN MACDONALD,
CHARTWOOD HOUSE
20 NANTWICH RD
TARPORLEY
CHESHIRE
CW6 9UW

1. CHAIRMANS REPORT (By the Chairman Councillor H Watson)

I feel that Tarporley Parish Council has had a very successful year, although I must admit that my heart sank when Sharon Green, our Clerk, announced her intention of leaving us at the end of last year. However we had an excellent field of candidates to fill the post and John (Macdonald) has seamlessly and efficiently fitted into the Council. Our thanks to Sharon for her three years of work for us, and our welcome to John.

We are working together very well as a team, with each Councillor having a part to play in the working groups that are considering the various topics of which you will hear more later.

2004 has seen the publication of our first Parish Council Newsletter, which was very well received, and the setting up of our Parish Council web site. Better communication is part of our aim to gain Quality Status. We have also introduced Surgeries which are held at the Community Centre on the first Tuesday of each month from 6 to 7 p.m. we are not exactly trampled in the rush, but residents do come to talk to us, the most popular topics being dog fouling, litter, vandalism, parking and of course planning. Some of these problems we hope will be helped by our Community Support Officer.

Councillor Wall and I attended the Association of Town and Parish Councils Meeting to try and learn about the wider issues affecting us, such as the Boundary Committee proposal and policing and transport issues.

I have, with the Clerk, talked to year five at the Primary School about Local Government and the Parish Council in particular and been with them to visit the Mayor (of V.R.B.C.) at Wyvern House. The children were shown the Council Chamber and the Bunker used for disaster planning.

As part of the (V.R.B.C) Mayors "Volunteering in Vale Royal" I was invited to lunch last month as a thank you for all Parish Councillors hard work. The Mayor (Mrs Godfrey) also switched on our Christmas lights this year. This was a very enjoyable occasion and one I hope we might repeat. Our thanks go to Mrs Broster (The Chestnut Pavilion) for her lovely refreshments.

Many of the initiatives we have begun this year will, I hope, really come to fruition in the next twelve months and each group will be working hard to ensure successful outcomes.

My thanks to Councillor Hill for representing us so well at Vale Royal Borough Council and to each of you for all the help and support you give me.

2. REPORT ON AFFORDABLE HOUSING (By Councillor J Wall)

The Affordable Housing Working Group was set up in May 2003 following the key objective "Ensuring the retention and provision of smaller affordable houses for local people" identified in the Village Design Statement. Vale Royal Borough Council agreed to establish a working group with the Parish Council and fund a consultant, Brian Holmes, to undertake a needs assessment and identify options to address that need.

Five members of the Parish Council met eight times during the past year with Mr. Holmes and representatives from Vale Royal Planning Department attended four meetings.

After discussions, using information provided by Weaver Vale Housing Trust on existing housing stock and also numbers on the housing list a decision was made to survey the residents of Tarporley to identify the exact need for affordable housing.

Last November, members of the Parish Council delivered to every household a survey and questionnaire, funded and printed by Vale Royal. This was a very useful

exercise and was well received. Of the 1250 questionnaires delivered 383 replies were received representing a 31% response. In all 85% of respondents were in favour of development to provide affordable housing with 80% feeling any provision should be for local people only.

The survey identified that 77 respondents expressed a need for housing with 64 of those wishing to purchase or part own. The predominant need being for 2-bedroom accommodation and 17 people wishing for bungalows.

The findings of the Affordable Housing Needs Survey report, along with our key objectives was adopted at the April 2004 meeting of the Parish Council. We will continue to identify, promote and facilitate options to provide affordable housing in response to identified local need.

In conclusion I would like to thank Helen, Joan, Ken and Roy for their support and time given also Vale Royal Borough Council for the funding and printing of the survey and Brian Holmes for his leadership and work in analysing the survey.

3. REPORT ON THE COMMUNITY CENTRE (By Councillor R Craven)

The Community Centre is in regular use with bookings every day although some of the groups are not village based. The landscaping to the front and side of the building has taken place although discussion is still in hand with VRBC regarding the value for money of this project. The Community Centre is in need of some new chairs and hopes to obtain them with grant support from the Parish Council.

4. REPORT ON QUALITY STATUS (By Councillor E Boynes)

Report of progress to fulfil the Quality Criteria as at May 2004 as follows.

- All Council seats were filled for the current term by election.
- The Clerk is undertaking a course to obtain the required qualifications.
- The Parish Council meets for the required eleven times a year.
- Communication is undertaken by publishing a newsletter and annual report
- The Council produces a full Annual Report
- Accounts are kept in accordance with the Governance Practitioners Guide.
- The Council operates to the Model Code of Conduct.
- The Council supports and is involved in community activities.

5. REPORT ON BEST KEPT VILLAGE (By Councillor H Watson)

Performance in the best-kept village competition was below the high standard achieved in earlier years. The result has been a strong determination to recover the previous high standing. A number of initiatives including the employment of a street cleaner are being actively considered.

6. REPORT ON POLICE LIAISON (By Councillor J Greenwood)

At long last Clare Hulse, the Community Support Officer (CSO) is now operating in Tarporley. However there is some dissatisfaction regarding the actual time being spent on duty in the village. It was agreed with Inspector Roberts at the April meeting that the Parish Clerk would be kept informed of the days and times that the CSO would be available to the village. It would appear at the moment that her time is not completely dedicated to Tarporley and that we may be sharing her with other villages in the area. There are also concerns regarding communication and it is hoped that a means of direct contact will be set up.

We need to define what we expect of the CSO so that we can assess the effectiveness of this service. A meeting will take place shortly with Inspector Roberts and the CSO to explore how the service can be best developed.

7. REPORT ON THE PRIMARY SCHOOL (By Councillor C Topping)

The end of Key Stage 2 Statutory Assessment results for the school year 2002/2003 were excellent with 94% of pupils achieving Level 4 or above in Maths compare with 77% in 2001/2002. In English we achieved 97% Level 4 or above (85% in 2001/2002) and 97% Level 4 or above in Science (91% in 2001/2002), with Level 4 being the nationally expected standard.

Current roll numbers are 209 and the same number is anticipated for the year commencing September 05.

The School gained the Investors In People award in February 04.

A final decision from the LEA on the possible move to the Brook Farm site is awaited with the school staff and governors ready to facilitate the move if the decision to do so is taken.

8. REPORT ON TREES AND FOOTPATHS (By Councillor H Melliush)

All of the pathways are in good condition and the associated hedges and fences are sound. There is quite a lot of litter in Captain's Entry and in the first part of The Gully, otherwise a satisfactory situation.

VRBC have felled several mature trees in the Plantation off Park Road opposite the hospital and removed a lot of lower branches and brushwood. However as yet they have not removed the piles of branches and twigs. Frequent requests have been made to continue this work round the corner to the Primary School but as yet this is not in their remit.

9. REPORT ON THE CEMETERY (By Councillor H Watson)

The purchase of a piece of land adjacent to St Helen's Churchyard is in hand subject to completion. The land has planning approval and environmental investigations have been successfully concluded.

Site visits and meetings with the Rector and members of the Parochial Church Council have taken place to agree a suitable route through the Churchyard to the new cemetery. A plan has been prepared and is with the solicitor for discussion and agreement with the Church Authorities.

10. REPORT ON HIGHWAYS & STREET LIGHTING (by Councillor T Spark)

Most of the serious faults with highways that have been reported to CCC have been rectified although the quality of repairs can be poor. Meetings with Cheshire Highways have taken place and agreement has been reached on a list of small jobs will be carried out from late April onwards. The first job on the list is to resurface the area of Park Road adjacent to the Medical Centre entrance

11. THE CLERKS REPORT ON FINANCES

Comparison of end of year balances

Last year (1.4.02 – 31.3.03)

▪ Opening balance	9,972.95
▪ Income	
1. Precept	30,000.00
2. Other income	<u>1,145.73</u>
	<u>41,118.68</u>

<u>Expenditure</u>	16,345.63
--------------------	-----------

This year (1.4.03 – 31.3.04) (Note 1)

▪ Opening balance	24,773.05
▪ Income	
1. Precept	30,000.00
2. Other income	<u>2,352.06</u>
	32,352.06

Expenditure 21,253.33

Income

Income was as planned with this year's income higher than last year because of a donation by Tarporley Round Table of £1000.00 for benches.

Expenditure

Overall expenditure was considerably below expectation due to slow progress with the acquisition of the proposed Glebe Land cemetery.

- **Administration.** Budget £7,170.00, actual £6,352.10. Clerk's salary under spent due to appointing a new Clerk to a lower point on the pay scale. Insurance under spent due to change of insurer and payment of part year premium. Partly countered by small overspend on training following the appointment of the new Clerk.
- **Community Bus.** Budget £1,750.00 actual £1,779.72.
- **Community Centre.** Budget £1,120 plus £2,500 in contingency for landscaping actual £123.50. The annual grant and landscaping spend was delayed due to ongoing discussion with VRBC over the cost of the landscaping work
- **Christmas Lights.** Budget £4,000.00 actual £4,913.00. Payment for some costs associated with Christmas lights falls at financial year-end and can result in significant variations of spend to budget year by year. Also an additional transformer not in budget was purchased in December for £794.18. Although close to budget this year expenditure will be reviewed to improve control in future years.
- **Footpaths.** Budget £2,000.00 actual £1,753.57. Budget increased from 2002/3 however necessary work efficiently achieved well within budget including costs associated with Burton Square.
- **Handyman.** Budget £2,500.00 actual £2,676.34. Overspend due to extra work being allocated during the summer and activities associated with Burton Square.
- **General Maintenance** (materials and other contractors). Budget £500.00 actual £279.95. Budget increased from 2002/4 however costs of footpath and Burton Square materials less than estimated.
- **S137** (The Free Resource). Budget £250.00 actual £100.00. Under spend as the budget allocation was not specifically allocated and opportunities for prudent expenditure to the extent of the budget did not arise.
- **Trees.** Budget £120.00 actual £57.28. Under spend due most areas suitable for planting being considered to have a good allocation of trees.
- **Village Design Statement.** Budget £2,500.00 actual £0.00. No expenditure as the cost of production has not been passed on by the Borough Council.
- **Miscellaneous.** Budget £1,280.00 actual £1,530.96. Overspend due to the main element of this category (Churchyard maintenance) where requests for support exceeded the budget allocation.

- **Contingency.** Budget £7,000.00, made up of Glebe and Community Centre (see headings) and contingency £2,000 actual £0.00 as no call made on contingency.
- **Glebe Land.** The purchase of land adjacent to St Helens Church formed part of the spending plans for 2003/4. The total expenditure including purchase cost, landscaping and legal and set up fees is estimated at £15,000.00 with a notional £2,500.00 allocated to 2003/4. This has been delayed with only £110.00 being spent on planning permission in 2003/4.
- **Unbudgeted.** Expenditure of £970.55 for benches was not budgeted but was covered by a grant from the Round Table. Advertising costs of £574.91 were incurred associated with the replacement of the Clerk.
- **Grants.** Included in the above figures.

Recipient	2002/03	2003/04
Community Centre	1050.00	0
St Helen's Church (Maintenance)	550.00	650.00
Methodist Church (lights)	160.00	175.00
Methodist Church (Maintenance)	300.00	350.00
St Thomas Becket	0	300.00
Fire Station Museum	200.00	0
Poppy appeal	25.00	50.00
Desert Detectives	75.00	0
Carnival Committee bunting	<u>200.00</u>	<u>0</u>
Totals	<u>2560.00</u>	<u>1525</u>

Bank Balance

The opening bank balance shown on the bank statement for the beginning of business on the 1 April 2003 was £24,773.05. The closing balance on the 31 March 2004 as shown on the bank statement was £36,002.90. Reconciliation against the cash book accounts shows a discrepancy of £131.12 due to cheque number 001814 dated the 8/3/04 being cashed following the closing of the books for 2003/4.

The substantial balance carried forward to 2004/5 includes for the carried forward provision for expenditure on the Glebe Land (estimate £15,000.00). The Council has considered the prudent management of these funds in its revised 2004/5 budget.

Notes

- 1) Expenditure for year is cashbook entry.

Parish Councillor contact details

<u>PARISH COUNCILLORS</u>	<u>ADDRESS</u>	<u>TEL. NO.</u>
Mr E Boynes	5 Pearwood Close	733127
Dr R Brierley	14 Walkers Lane	732539
Mr R Craven	36 Oathills Drive	732869
Mrs J Foden	77 Oathills Drive	732681
Mrs J Greenwood	Garden House, Arderne Park	730032
Mr T Hill (VRBC)	Salterswell House	732804
Mr H Melliush	2 Ash Close	732252
Mr K Parker	Hunters Close, Sapling Lane	732188
Mr T Spark	75 Oathills Drive	732763
Mrs C Topping	23 Forest Road	732960
Mrs J Wall	1 Heath Way	733155
Mrs H Watson (Chairman)	16 Forest Road	732542