MINUTES OF TARPORLEY PARISH COUNCIL MEETING HELD IN THE TARPORLEY COMMUNITY CENTRE ON MONDAY 14th SEPTEMBER 2015

Parish Councillors

Chairman - Ken Parker

Elaine Chapman Gill Clough Julie Hall James Kennedy John Millington Jeremy Mills Gordon Pearson Richard Statham Peter Tavernor Andrew Wallace

Clerk - Ann Wright.

PCSO Kenneth Williamson & PCSO Adam Miscikas.

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Apologies

Apologies were noted from Cllr Nigel Taylor.

Declaration of Interests

15/041 Resolved - That Council agreed the following dispensations:-

Cllr Elaine Chapman granted dispensation on matters relating to the development of the Brook Road outdoor sports and recreation field allowing her to participate in all discussions and vote, dispensation to last until next election of the full Council in May 2019.

Cllr James Kennedy granted dispensation on matters relating to the development of the Brook Road outdoor sports and recreation field allowing him to participate in all discussions and vote, dispensation to last until next election of the full Council in May 2019.

Cllr John Millington granted dispensation on matters relating to the development of the Brook Road outdoor sports and recreation field allowing him to participate in all discussions and vote except when the Council considers the planning application, dispensation to last until next election of the full Council in May 2019.

Cllr Gordon Pearson granted dispensation on matters relating to the development of the Brook Road outdoor sports and recreation field allowing him to participate in all discussions and vote, dispensation to last until next election of the full Council in May 2019.

Cllr Peter Tavernor granted dispensation on matters relating to the development of the Brook Road outdoor sports and recreation field allowing him to participate in all discussions and vote except when the Council considers the planning application, dispensation to last until next election of the full Council in May 2019.

15/042 Resolved - That Council agreed a dispensation for Cllr Jeremy Mills on matters relating to the Nantwich Road (David Wilson Homes) development, allowing him to participate on all discussions and vote, dispensation to last until next election of the full Council in May 2019.

Public Participation

PCSO Kenny Williamson introduced himself and stated that he will be in and around Tarporley as much as possible but also had to cover other areas including Little Budworth, Eaton and parts of Winsford. He confirmed that he or PC Wayne Thomas will be attending as many Council meetings as possible and will email monthly reports. It was noted that the report which had been circulated shortly before the meeting had included areas outside Tarporley and in the future it was hoped the report would focus on Tarporley itself. Councillors confirmed that the contract they had with Cheshire Police had stated the PCSO was employed full-time in the Parish of Tarporley. It was noted that to date the Council had not received an invoice for the current financial year for the PCSO. The Chairman advised PCSO Williamson of a letter regarding young people making ramps etc for bikes on the footpath off Park Road, the PCSO confirmed he would investigate the matter. It was reported that school buses had been unable to access the bus area at the High School resulting in half a bus being stuck out into the road causing a blockage and increasing congestion. It was agreed the Council should write to the school highlighting this issue, it was noted this problem is

caused by the number of buses accessing the school and also because some buses are unable to get round the sharp bend in the bus area. The PCSOs agreed to speak to the school again on this issue. A resident confirmed that CW&C have taken over the running on the Monday evening youth club and that local volunteers were no longer encouraged or needed, the youth clubs accounts had now been closed and remaining funds transferred over to the new organisation. It was agreed the Council should write to CW&C to gain an understanding of how the Youth Club will be managed and also whether there is a role for local volunteers.

A resident confirmed that he was glad that the Council is pursuing the coverage provided by the PCSOs in light of the Council's funding.

A resident raised concerns about the Community Centre leasing or transferring the playing field behind the Hall to the Parish Council, noting it had been given to the community by Mr Cowup. It was noted any transfer would have to be approved by the Charities Commission if that is what is agreed and that there was no intention to change the use of the field.

It was reported that there are currently a number of vacancies at the Tarporley Opal Club if anyone is aware of anybody who would like to join.

It was asked what is the nature of the meeting regarding the development of the RBL site which organisations including the bowling club, allotments committee and primary school have been invited to. It was noted this is an informal meeting with the developer so that all organisations can obtain the same understanding of the proposed development and will be attended by the developer himself, the Council will not be seeking to make bargains or deals but use the meeting to get a better understanding of any application which is submitted, the Council will not be giving an opinion.

Royal British Legion

It was noted representatives of the Bowling Club, Allotment Holders, Primary School and Neighbourhood plan had been invited to attend the meeting along with the developer. The meeting is not a public or parish council meeting but will be minuted and those minutes made public. It was agreed Councillors Elaine Chapman and James Kennedy will attend the meeting on behalf of the Council and that Cllr Chapman will chair it.

Minutes

15/043 Resolved - That the Chairman signs the Minutes, as circulated, of the meeting held on 13th July and the minutes of the extraordinary meeting held 10th August 2015 as a true and proper record.

Outdoor Sports & Recreation Committee

Council noted the minutes of the Committee meeting held 7th September 2015 pages 52 to 54 of the minutes book and the concerns raised regarding the wording of the terms of reference, it was agreed the wording should be amended to reflect the fact the Council would work with the Community Centre committee to bring about improvements to the Community Centre field to compliment the Brook Road field.

It was reported that the Committee would advertise in the next Tarporley Talk for another committee member and it was hoped to attract someone with expertise in apply for grants and obtaining funding.

The Council approved the request to undertake a drainage survey on the Community Centre field as requested by the committee.

Community Centre Field Transfer

It was reported that the Community Centre Committee will consider this in more detail at their next meeting in October, it was noted that any transfer would have to be approved by the Charities Commission. It was suggested that the a Fields in Trust (FIT) representative be asked to attend the November meeting to explain the process and protection offered by registering playfields with FIT.

Lychgate Update

It was reported that the Clerk has not received responses from all those contacted since the last meeting about contributing to any improvements to the Lychgate road surface, one had responded asking who wanted the repairs doing, it was noted this had been raised some time ago by a resident of Tarporley. It was also reported that a significant sum of money allocated to Highways had been identified in the S106 funding available to Tarporley and the question had been asked if this could be used to carry out the repairs. Clarification was sought over whether the Parish Council if it funded the repairs would become liable for the road, the Clerk will investigate this question.

Landscaping & Best Kept Village

It was noted the works had now been completed on the newly planted areas around Tarporley which had improved the areas significantly, it was agreed Cllr. Parker will monitor the areas and notify the Clerk and SP Landscaping if further maintenance is required.

It was noted that the planters are usually planted up for Winter, it was agreed to review this at the next meeting.

Dog Fouling

It was noted that dog fouling around Tarporley is appalling and that official warning stickers which had been put up had been torn down and dog bags removed. It was agreed to include a short form in October Tarporley Talk asking people to report all those seen not picking up after their dogs and that this information be submitted to the Clerk to report to the Dog Warden.

Park Road Parking Restrictions

The Council noted the notes of the meeting, pages 55 to 57 of the minutes book, which had taken place on Park Road to address an objection raised regarding the proposed double yellow lines as a result the scheme had been amended to include extending H bars to prevent parking across property accesses, page 58 of the minutes book, Council agreed it was happy to proceed with the amended scheme.

It was noted that there is S106 money identified specifically to increase parking provision at the surgery, Sarah Dobbins CW&C localities officer is investigating how this can be used as there is a possible scheme which can be implemented.

Arthur Meredith Trust

15/044 Resolved - That Cllr. Gill Clough be appointed as the Council's second representative on the Arthur Meredith Trust.

Neighbourhood Plan

It was noted that the final amendments are being made to the plan ready from submission to the Parish Council and then to CW&C. Cllr Millington has done a detailed piece of work on the number of properties built since 2010, also the protected Green Spaces have been confirmed and include the Bowling Green and allotments as well as other key areas.

It was agreed the latest version should be sent to CW&C planners to be given weight when deciding planning applications.

It was noted there will be an extraordinary meeting of the Parish Council to approve the plan for submission to CW&C on 28th September from 7pm in the School Room at the Baptist and Methodist Church.

Planning

The Council noted the planning register page 5 as circulated.

15/045 Resolved - That the Council submits the following observations:-

15/03556/FUL, Single Storey rear extension, Windy Ridge, The Avenue, Tarporley, CW6 0BA -

No Objection.

15/03488/FUL, Removal of timber sheds and construction of single storey outbuilding, resiting of vehicular access - No Objection.

It was noted that David Wilson Homes who are developing the Nantwich Road site had agreed to meet with representatives of the Council to discuss issues raised during the development of the site and that the first meeting would take place towards the end October. It was agreed the clerk should contact the developer and ask for copies of plans showing building heights. Cllr Mills confirmed he had been is discussion with the site manager who had been very helpful, the manager had raised concerns about members of the public moving fencing to walk their dogs on the site resulting in children being able to access the site raising health and safety concerns.

The site manager had been made aware that children come along Nantwich Road having exited the school site from the lower end of the playing fields particularly as site lorries are instructed to access the site from that junction, he had also not been aware that all the High School buses are expected to enter Tarporley from that junction. Concerns were raised regarding the public right of way on the site and how that is being maintained, it was agreed the Clerk would contact David Press as the Council's footpath officer and ask him to investigate the matter.

It was agreed the Clerk should contact CW&C and ask when the traffic lights are due to be installed.

Public Footpath Improvements

The Council considered a quote to create a ramp on footpath 10 to allow easier access through the gate, it was agreed due to the costs involved further quotes should be obtained. It was agreed that all quotes be asked to supply all materials needed and that the sacks of materials by the roundabout be removed as soon as possible.

Council Ways of Working

It was agreed that an informal meeting take place to discuss the way in which the Council should work in the future in November.

Christmas Celebrations

It was noted that the Christmas celebration will be on Friday 4th December, it was agreed Councillors Clough, Mills and Wallace will meet with the Clerk to discuss arrangements and that James Blackford also be asked to attend the meeting.

Accounts

15/046 Resolved - That the Council confirm page 5 of the cashbook as circulated including all payments listed noting the following additional payments:-

Hearse House Rental (annual) £958.64

Came & Company, Insurance £1195.50

SP Landscaping £1839.60 (inv vat)

Concerns were noted regarding the cost of maintenance including litter picking, it was agreed that Councillors should undertake a walk around the village to identify areas on concern which can be monitored, it was suggested that this walk take place in November.

It was noted the Council had received a clean audit for 2014-2015 financial year.

It was noted the Clerk is working on the Council budget and will report on the budget at the Council's October meeting.

Churchyard Maintenance

15/047 Resolved - That the Council give a grant of £1500.00 to St Helen's church yard maintenance to be paid in January 2016.

War Memorial

The Council considered a letter from the Tarporley Branch of the Royal British Legion suggesting that the Parish Council is responsible for the War Memorial as the Council had arranged for a name to be added to the Memorial. It was agreed the Clerk should write to the Branch Secretary confirming that it is not responsible for the memorial and that the matter should be raised with the Royal British Legion in London.

Council Equipment

It was noted the retiring Clerk has a Council printer and laptop, it was agreed he could purchase the printer as suggested covering the cost of the recently purchased ink cartridges, the laptop will be returned to the new Clerk for possible gifting to a local organisation or charity.

Note Informal Meetings

The Council noted the notes of the S106 meeting with Sarah Dobbins pages 59 and 60 of the minutes book.

The Chairman and Vice Chairman had met with the film crew filming on the High Street to discuss the likely disruption, the filming had now been completed.

It was noted that the license fee to carryout improvements to the roundabout discussed at the Council's August meeting have been wavered by CW&C.

Meeting closed 9.05pm.

Next Parish Council Meeting
Monday 28th September, Extraordinary Meeting, 7pm,
Tarporley Community Centre Committee Room.
Monday 12th October, 7pm, Tarporley Community Centre Committee Room.

Signed	 Dated	

Ann Wright 20/09/15

Minutes of the Outdoor Sports & Recreation Committee Monday 7th September, Tarporley Community Centre.

Present:

Ste Allan (Groundworks), Paul Adamson, John Clark, Peter Heberlet (Groundworks), James Kennedy, Richard Line, John Millington, Andrew Wallace, Angie Yates. Clerk - Ann Wright.

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Chairman

15/SR1 Resolved: That Andrew Wallace be appointed Chairman of the Committee for 2015-2016.

Vice Chairman

15/SR2 Resolved: That John Millington be appointed Vice Chairman of the Committee for 2015-2016.

Apologies

Paul Adamson - late due to coaching commitments. Nigel Taylor

Declaration of Interests

It was noted that Councillors Millington and Kennedy have requested dispensations to allow them to take part in discussions in relation to the development of the Brook Road sports and recreation facilities as they live in close proximity to the site.

Angie Yeates also declared that she lives in close proximity to the site.

Terms of Reference

It was noted that the wording of the current terms of reference places responsibility for the redevelopment of the Community Centre Field (CCF) with the Community Centre itself who do not have the resources to undertake this work. A definition needs to be included as to who the 'Committee' are and what areas they are responsible for. It was agreed that Tarporley Parish Council be asked to amend the terms to provide more clarity.

Public Participation

James Blackford, former Parish Councillor stated it had been the intention that the CCF would be part of the remit of the committee when the idea was first developed. He thanked all for volunteering to take on this onerous but rewarding project. He stated that he was concerned by the number of people on the committee who live in close proximity to the field and how this will influence decisions on its use. He also confirmed the person who had been willing to cut the grass in Brook Road was no longer willing to do so. Councillor Wallace agreed to contact another person who may be able to cut it.

Community Centre Field Drainage

It was noted the Community Centre Committee had a report done on the CCF drainage but had not undertaken a full survey, the report had stated bore holes would need to be drilled to establish why the field becomes water logged. The report had highlighted that United Utilities would not allow the field drains to go into the existing storm drains on Eaton Road. It was suggested a full survey which would also include drainage recommendations and possible costings would cost approximately £500/600. It was agreed the Parish Council should be asked to undertake a drainage survey on the CCF at the same time as

the Brook Road field survey. It was reported that the soil was found to be very clay like during the excavations on the CCF for the new path.

Topography Survey

Survey to be undertaken week commencing 14th September, results expected by Friday 18th September.

Design & Costings

Brook Road - revised designs include an extended car park with 21 permanent spaces including accessible spaces and 12 additional spaces on grasscrete.

It was agreed the consultation should include a proposal and images for a pedestrian access onto Brook Road near the existing field gate, it was proposed this could be a chicane type access which would provide a refuge for people coming off the playing field, not directly onto the road, and a crossing point to the existing pavement. The chicane would also act as traffic calming and would possibly need to be lit. Work needs to be done to identify the cost for the proposed crossing and how it would be funded as the cost is unlikely to be covered by grants.

It was noted that the highways risks/dangers are greater once the field is developed as it will have high pedestrian usage. This will be raised with CW&C during pre-application discussions.

The positioning of pitches etc on the field may need to be adjusted following the topography survey results.

The pavilion is based on the same footprint as that at Ashton Hayes which includes changing rooms and a garage or store for equipment as well as solar panels and ground source heat pumps.

A budget of £35,000 had been included for play equipment.

The total estimated cost not including any ground works is £730,000 inc vat, although it was noted that the Parish Council can claim the vat back.

The committee considered whether the design should be more sports and pitch focused which would provide the field with a greater earning potential making it more sustainable. It was noted there is a shortage of sports fields and pitches recognised by organisations including Sports England.

Community Centre Field - plan has been amended to include vehicle access for the carnival etc. The budget including money for drainage works is £135,000 inc vat. It was suggested that if drained there could be a useable junior pitch which could be well used and would attract funding possibly also for future maintenance.

It was agreed the Boules area be replaced with a seating and picnic area, it was also suggested the benches be removed from the entrance off Eaton Road as these will attract smoking teenagers. It was noted seating areas need to have active surveillance and not be hidden.

The aim of the CCF improvements are to provide something for everyone.

It was suggested that both sites need to be developed for the use of the village rather than to purely raise funds.

Funding - Peter Heberlet circulated a table of possible funding sources.

John Clark agreed to continue to try and contact the Cheshire FA and Football Foundation to obtain advice about possible funding streams, it was agreed he would include the Clerk in all communications.

It was reported that Councillors had met with Sarah Dobbins (CW&C Locailties Team) to discuss S106 funding, which includes £290,000 for sports pitches and open space on Brook Road and a further £70,000 for pitches from the Nantwich Road development as well as some smaller pots of money. Sarah Dobbins had offered to help with funding applications and would attend committee meetings when available.

It was noted some grants can only be applied for once planning permission has been obtained.

The committee also need to consider who will apply for funding, Parish Council, Community Centre or Groundworks.

A final breakdown of costs is required before grant applications can be made.

Timeline - A timeline of activities was circulated, this will be updated dated and recirculated showing the application being submitted around March 2016.

Vacancy

It was agreed the Committee should advertise to fill the final position on the committee with someone who has expertise in grant applications and has an interest in helping to develop the two fields. This will be included in the next Tarporley Talk, on the Tarporley Facebook page as well as on the notice board.

Next Steps

Previously discussed.

Date of Next Meeting

Monday 23rd November from 7.30pm, Committee Room, Tarporley Community Centre agenda items to include possible lighting.

Ann Wright 09/09/2015

MINUTES OF AN ON SITE MEETING HELD IN PARK ROAD, TARPORLEY ON TUESDAY 25TH AUGUST AT 9AM

Present: Gerry Gibbs CWaC Andrew Wallace T.P.C

Joanne Barry CWaC Sam Jeffery Health Centre

Elaine Chapman T.P.C Practice Manager

Julie Hall T.P.C Tony Gorman Tarporley Hospital

Manager

Gill Clough T.P.C. Joanne Combey No 23

Subject - Proposed new parking restrictions for Park Road.

GG opened the meeting by indicating the initial impetus for amending or adding to the restrictions on Park Road came from TPC and the first step was this informal on site discussion.

He informed everyone he had had representations from No 23 Park Road and the hospital.

Re: No 23

Joanne Combey who lives at No 23 set out the problems they have from Blue Badge holders and general traffic parking outside their property.

Delivery vehicles for the hospital

Shop delivery vehicles

Handicapped/disabled visitors/patients to the hospital

Their driveway is frequently blocked.

After some discussion it was agreed there should be a white painted "H" mark with tabs painted between the dropped kerb at one end and the brick pillar at the other.

Re: No 21

Some concern about when it would be renovated with contractors parking on the existing double yellow lines. GG stated the duty traffic officer should book them (if in the village) or concerned residents should photograph the vehicles and report it to Ken Prior at the CWaC parking services team.

Re: The Hospital

Should there be a couple of disabled spaces on the front car park to give an opportunity for Blue Badge holders to avoid "dumping" their vehicles partly on the pavement, thereby restricting pedestrian movements?

TG would like more spaces BUT funds are not available at present. Could anyone else provide any funding?

TG did say the hospital was looking at taking out some bushes to the rear of the property in order to add about 20 spaces. The staff do use existing ones to park in or at other car parks in the village. Access to the rear spaces is not ideal for individuals with disabilities.

This work could cost £50,000 and funds are not available.

The meeting supported the hospital initiative.

Re: Park Road

Discussions on yellow zig zags versus the use of double yellow lines? Who actually parked on the woodland side of Park Road? Would Blue Badge holders be dissuaded by the zig zags from "parking" there?

GG to look into the current rules on when yellow zig zags can be used compared to usual double yellows.

ACTION GG

Does putting double yellows on a road simply encourage Blue Badge Holders?

Should we also put signs up although the standard signs are rather unsightly?

Should a barrier be put on the edge of the pavement to STOP parking but it was felt the remaining pavement was not wide enough (1.8 metre minimum).

Re: Park Road Corner

This is a real hazard.

After some discussion it was agreed the white H bar be extended about four metres either side to the existing one.

It was felt Blue Badge holders don't generally park on these H marks (?).

ALL felt it needed enforcing by the relevant officer.

Re: The Health Centre

At 10am on the inspection day it was full with vehicles "abandoned" in suitable locations (!). More parking spaces obviously needed but where?

TPC have tried in conjunction with the Health Centre to lobby Rathbone Park for parking spaces but the owners WILL NOT permit doctors/nurses vehicles using it and have clamping notices displayed to warn anyone that tries.

TPC have tried to persuade the telephone exchange owners and BT to allow parking on their forecourt but had a very firm NEGATIVE RESPONSE.

GG said double yellow lines would be added on the turning area/entrance to the health centre up to where the tarmac changed.

Could the Health Centre use more of their existing land for spaces?

The staff do park on the few spaces by the telephone exchange to allow more patient parking.

A patient audit had sown a need for 80 spaces.

Was the resiting of the Health Centre somewhere the only possible solution?

EVERYONE AGREED the following to be recommended/put into practice -

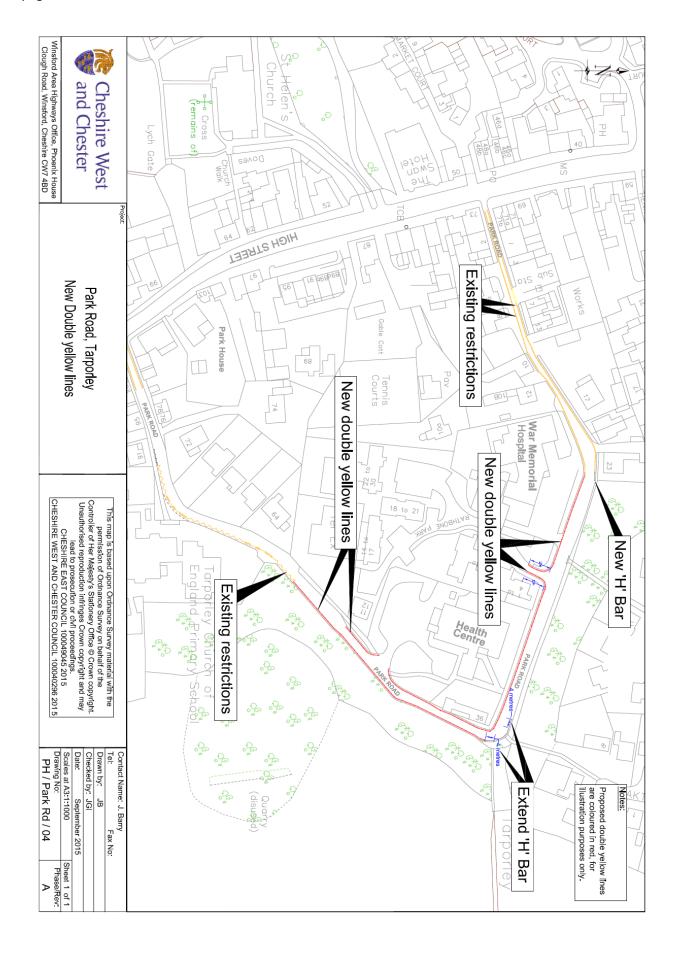
Outside No 23 - H bar to be provided as suggested.

Right side of Park Road - double yellow lines/yellow zig zags to be recommended.

Park Road Corner - larger H bar on left.

Park Road to Health Centre - double yellow lines as per map.

"Blue Badge" activity to be monitored by all involved.



Informal Meeting with CW&C Sarah Dobbins Localities Team - S106.

Present:

Parish Council - Gill Clough, Ken Parker (chairman), Andrew Wallace. Clerk - Ann Wright.

The following points were raised during discussions:-

Sarah Dobbins explained she was part of the CW&C Localities team who handle requests for S106 funding, in particular re. open spaces and play areas, but not education and highways. .

She circulated a spreadsheet of S106 payments for the Tarporley Ward. It was agreed she would e-mail the clerk a copy of the table identifying payments for Tarporley Parish only. It was noted there is money already held by CW&C and money to be paid in by developers. S106 agreements can vary with regards to when developers have to make payments and how they can be spent, some are quite specific.

It was suggested that the Parish Council when commenting on planning applications should always try to include what S106 money should be spent on and provide evidence (e.g. neighbourhood plan) even when objecting to an application.

It was noted that the procedure for the Community Infrastructure Levy or CIL is not yet in place at CW&C. However the payments were listed as CIL compliant or not. CW&C have imposed a limit that no more than 8 CIL payments can be pooled for one project. Concerns were raised regarding this policy with regard to the Brook Road sports field and the impact it would have on funding for such a large project, **SD** agreed to raise this matter with Nick Edwards (CW&C S106 officer).

It was noted that there is £5000 identified for a bus stop on the High Street opposite Burton Square. It was asked if CW&C would provide the Parish Council an update on the suggested bus shelter, **SD** agreed to pursue this.

SD agreed to check if any of the S106 payments have time limits on them. It was noted that there is a highways payment which expires in 2017. It was suggested the funding could be used to resurface the Lychgate area, **SD** to raise with Highways.

It was noted that there is £25,000 for car parking improvements at the Health Centre attached to the Nantwich Road development. **SD** agreed to find out if there is a scheme drawn up and the timescales.

SD agreed to investigate when the Nantwich Road payments are due to CW&C as work has started on the site.

It was noted all S106 agreements are available on the planning portal, **SD** to forward the link.

SD confirmed she would be willing to help with grant applications for the Brook Road and Community Centre field projects and it was agreed she would be included in the OS&R Committee mailing list and would attend their meetings when available. She also suggested Cheshire Community Action would be able to offer help and support.

Funding sources identified included WREN, VIOLA, Lottery - Awards for All and Sport England. She agreed to forward information about Community Energy Schemes and possible funding for energy saving and renewable energy projects for buildings such as the Community Centre and Brook Rd changing facilities. (CW&C contact Emma Polak).

It was discussed whether the Brook Rd legal and hedge cutting costs occurred are to be taken from the S106 funding. **SD** to check that is not the case with Andrew Jameson. (The Clerk contacted the retiring clerk on this matter following the meeting his understand was the terms of the S106 precludes this and that payments are to be made directly form CW&C).

SD request draft S106 agreements prepared for the planning applications which are due to go to appeal (Rode Street & Daffodil Field) so that the Parish Council can take these into account when speaking at the appeals.

Ann Wright 24th July 2015