

**MINUTES OF TARPORLEY PARISH COUNCIL MEETING  
HELD IN THE CRAVEN ROOM, TARPORLEY COMMUNITY CENTRE  
ON MONDAY 8<sup>th</sup> May 2017**

Present

Parish Councillors

Chairman – Gordon Pearson

Elaine Chapman	Gill Clough	Julie Hall	Bill Mather	John Millington
Jeremy Mills	Richard Statham	Peter Tavernor	Nigel Taylor	Andrew Wallace
Acting Clerk	Abigail Webb			
CW&C Ward	Eveleigh Moore	Dutton		
Public – 2				

Chairman 2017 - 2018

**17/239 Resolved** - That Cllr Gordon Pearson is elected for the year 2017-2018. Cllr Pearson signed the acceptance of office declaration.

**17/240 Resolved** – That Cllr Gill Clough is elected Vice Chairman for the year 2017-2018.

**17/241 Resolved** – That the role of Chairman shall last no more than 3 consecutive years.

Declaration of Interest.

Cllr John Millington declared an interest in planning application 17/01049/FUL.

Cllr Richard Statham declared an interest in Eaton Road parking issues.

Public Participation.

Tony Yeates asked the Council for an update regarding the s106 funding relating to the improvement of car parking in the village and particularly the potential expansion of the Community Centre car park. This issue was discussed as part of agenda item 14.

Footpath Warden, David Press updated the Council regarding the footpath audit and a subsequent meeting with CWAC officer, Pete Atkins. Footpath 17 from Parish Church to Moss Cottage historically has poor drainage and is very boggy. CWAC were about to instruct contractors to drain the land, but David had suggested to them that a better use of their money would be to divert the path around this area to the alternative path people had created. This was now being investigated by CWAC. Should a successful diversion order be obtained, the two gates that would have been used on this footpath could be used for other footpaths.

Minutes

**17/242 Resolved** - that the Chairman sign the Minutes of the meeting held on 8th April as a true and proper record.

Matters arising from minutes:-

CWAC meeting re: Brook Road affordable housing site – meeting to be arranged.

Footpath from Utkinton to Tarporley – letter sent to Utkinton Parish Council in support of initiative.

A51 Tarporley Roundabout – CWAC to repair the damage on the roundabout caused by the road traffic collision in April.

**17/243 Resolved** – that the Council review work of CWAC once completed and decide further action.

Minutes of Working Groups and Other Meetings

**17/244 Resolved** – that the council note the minutes of working groups as circulated, pages 321 to 327 of the Minutes.

Matters arising from working group minutes:-

Post office meeting arranged for 18<sup>th</sup> May to discuss impact of closure of NatWest Bank.

As part of the call for sites scheme, the list of landowners, required by the Parish Council, was not available from CWAC. To identify landowners, the Council need to apply through Land Registry and pay for each application.

**17/245 Resolved** – that Cllr Clough and Cllr Wallace develop an initial list of landowners from local knowledge.

#### Planning

##### 1) Planning Register and Applications

Councillors noted the planning register, page 30, as circulated.

**17/246 Resolved** - That the Council submit the following observations:

**17/01049/FUL**, Single Storey Side Extension, No objection.

**17/01515/FUL**, Objection to stainless steel blanking plate for infill apertures.

**17/01851/FUL**, Two storey and single storey side extension and front porch, No objection.

**17/01871/FUL**, Single storey rear extension, No objection.

It is anticipated that the planning application for the re-development of Tarporley Primary School will be received shortly.

**17/247 Resolved** – that the Council will hold an Extraordinary meeting to discuss the planning application for Tarporley Primary School should the closing date for comments be earlier than the next Council meeting.

#### Chairman's Allowance

**17/248 Resolved** - that the Council pay Cllr Gordon Pearson a chairman allowance of £250 as reimbursement for costs incurred whilst acting as Chairman during 2017-2018.

#### Council Dates & Rotas 2017-2018

The Council approved the following meeting dates for 2017-2018, on every second Monday of the month except August:-

Monday 8<sup>th</sup> May

Monday 12<sup>th</sup> June

Monday 10<sup>th</sup> July

Monday 11<sup>th</sup> September

Monday 9<sup>th</sup> October

Monday 13<sup>th</sup> November

Monday 11<sup>th</sup> December

Monday 8<sup>th</sup> January 2018

Monday 12<sup>th</sup> February

Monday 12<sup>th</sup> March

Monday 9<sup>th</sup> April

It was agreed that the Acting Clerk complete the Councillors' 2017-2018 planning, surgery and Tarporley Talk rotas and circulate.

#### Village Improvement

Community Benefit List – as previously mentioned, work to be carried out to identify the landowners. A letter from the Council will be drafted, for approval by Councillors before being sent on.

Chestnut Tree Mound – Cheshire Lamont was the only business to express an interest in the landscape work at the Chestnut Mound. A meeting will be set up with Members of the Council and Cheshire Lamont to discuss the next steps. Publicity through Tarporley Talk, Facebook and Twitter will commence to promote this initiative to a wider audience.

Restraining Christmas Lights – After attempts to re-string the lights on Saturday 6<sup>th</sup> May, it is now necessary to push back the date of this till the autumn when the leaves are starting to fall. The contract for the work carried out by The Christmas Decorators will also be reviewed and legal advice sought to ensure that no breach of contract has taken place.

High Street area of the benches outside St Helen's Church – weeding of the area and pruning of the roses is needed as the whole area is overgrown. Cllr Tavernor will visit the site this week to see what work he can carry out.

**17/249 Resolved** – that the Council will pay lengthman to weed and prune if needed. SP Landscapes had been asked to quote for the work.

Village of the Year – An opportunity has arisen to apply for the Village of the Year and if successful, receive a grant of £10,000 towards improvements to the village. The deadline to submit an application is Sunday 14<sup>th</sup> May and it was agreed that Cllr Julie Hall ~~will~~ complete the application form on behalf of the Council.

#### Members Code of Conduct

**17/249 Resolved** - That the Council adopt the Members Code of Contract, as written by Cheshire West and Chester Council May 2016, with the change of wording of “Member” to 'Parish Councillor'.

#### Parking

It was noted that - parking along Eaton Road and Bowmere Road had increased significantly since the implementation of the parking restrictions at the Community Centre car park.

- that the Parish Council is to undertake a traffic and pedestrian count on Wednesday 17<sup>th</sup> May to establish whether a CWAC survey should be undertaken to establish if Eaton Road fits the criteria for a pedestrian crossing, and that Members of the Council are to meet representatives of the High School that day to discuss working together towards resolving the parking issues on Eaton Road..
- that there have been a number of complaints from residents of Eaton Road about the proposal to have a double yellow line parking restriction on Eaton Road, opposite Bunbury Court.
- that some residents and business owners of Lychgate Lane had objected to the proposed parking restrictions on Lychgate Lane and had expressed concern about vehicles, that use the church, would cause an obstruction. It is felt that the parking and associated traffic issues in the village are at a crisis point and that urgent action needs to take place to provide more parking in the village. Senior officers at CWAC and the local MP need to be involved in discussions.

**17/250 Resolved** – That the Council draft a letter to the new MP and the Chief Executive of CWAC for approval at the next Council meeting.

**17/251 Resolved** – That Members of the Council at the meeting on Thursday 25<sup>th</sup> May with Jerry Gibbs and discuss a) the proposal of time limited parking on Eaton Road, opposite Bunbury Court, during school hours, in preference to the original proposal of double yellow lines. b) having a dedicated area at the bottom of Lychgate Lane for use only by the church i.e. for wedding/funeral cars and maintenance vehicles.

#### S106 Funding

**17/252 Resolved** – That the Council accept the condition of the S106 grant to increase car parking in the village. CWAC will be contacted regarding the time scales of when the Council will receive the money as this will indicate how quickly survey work can start.

#### Annual Report

**17/253 Resolved** – The Annual Report was noted and approved. The report had been distributed throughout the village.

#### Council Administration

**17/254 Resolved** – That the Council approve the policy and procedure documents subject to checking that the makeup of the Staffing Committee was clearly identified and that the clerk was not involved in the execution of Staff Grievance and Disciplinary Procedures.

#### Stall at Country Market

**17/255 Resolved** – That the Council will have a stall at the Country Market as and when required to consult and engage with residents.

#### Audit for Financial Year 2016/17

**17/256 Resolved** – That the Council approved Section 1 – Annual Governance Statement 2016/2017.

**17/257 Resolved** - That the Council approved Section 2 – Accounting Statement 2016/2017.

**17/258 Resolved** – That the Council seek guidance from CHALC regarding the depreciation of assets.

#### Accounts and Payments

**17/259 Resolved** – That the Council approve the accounts and payments as listed on page 38 of the Cash Book.

**17/260 Resolved** – That the Council approve the following payments:

Ann Wright	£243.78
Acting Clerk Salary	£1,156.27
HMRC	£226.23
Play Inspection	£60.00
Hacker Young	£180.00
Suez	£78.30
Tax Invoice	£20.00
Flowers for planters	£114.92
Hanging Baskets	£561.06 + VAT

Part 2

Clerk Vacancy

**17/261 Resolved** – That the Council agreed that the Clerk role will be a job share and appointed Abigail Webb and Delia Cox. Salary will point 22 of the Local Council Scale for Clerks starting 1<sup>st</sup> June 2017 and each role will be 17 hours per week.

Meeting closed at 9.36pm

**Next Parish Council Meeting**  
**Monday 12<sup>th</sup> June 2017, 7pm,**  
**Tarporley Community Centre Craven Room**

Abigail Webb

15.05.17