

**MINUTES OF TARPORLEY PARISH COUNCIL MEETING
HELD IN THE COMMITTEE ROOM, TARPORLEY COMMUNITY CENTRE
ON MONDAY 14th JANUARY 2019**

Parish Council

Chairman – Cllr Gordon Pearson

Cllr. Toni Burke Cllr Elaine Chapman Cllr Gill Clough Cllr Bill Mather
Cllr John Millington Cllr Jeremy Mills Cllr Richard Statham Cllr Nigel Taylor

Deputy Clerk (Maternity Cover) – Ann Wright (minute taker)

Clerk – Delia Cox

Other

CW&C Ward Councillor – E. Moore Dutton

Public - 8

Press - 2

1. Apologies for Absence

Cllr. M. Ravenscroft – family commitment

Cllr P. Tavernor – family commitment

Cllr. A. Wallace – family commitment

2. Declaration of Interests

No interests declared.

3. Public Participation

Eaton Road Trees

CW&C Cllr. Moore Dutton stated she had a number of volunteers who would help plant replacement trees which needs to take place before the end of March. She also suggested the trees require park fencing around for protection.

For Sale Signs

A resident asked for an update on the for sale signs posted around Tarporley. The Deputy Clerk confirmed she had reported the signs to the various estate agents who had confirmed they would be removed. A further sign had been reported by a resident and this had been highlighted with the estate agent in question who had asked for information regarding regulations on erecting signs which the Deputy Clerk will forward.

Tarporley News

Emma Hunter and Victoria Williams reported that with heavy hearts they were going to close Tarporley News after 3 wonderful years during which the newspaper has become engrained in the community. They noted that now their children were getting older they had opportunities to resume their professional careers and put their families and themselves first. As such the last edition will be on Thursday 25 April 2019 which will be their 150th edition. They confirmed that they are particularly protective of the standard and quality of the Tarporley News but would consider passing it on so that it can continue.

The Parish Council and public thanked Emma and Victoria for all their hard work producing the newspaper.

4. Minutes

Resolved 19/575– That the Chairman signs the Minutes of the Parish Council Meeting held 10th December 2018 as a true and proper record.

5. Actions List

The Council noted the action list as circulated.

6. Minutes of Working Groups and Other Meetings

Brook Road Meeting

Councillors Chapman and Mills confirmed they had met with a highways officer on Brook Road by the bend leading to Bowmere Road. It was noted that double white lines could not be introduced as the road was too narrow and there were no alternative actions which could be taken. It was also noted that highways did not want to prevent cars parking on Brook Road as they help to slow down traffic. It was noted that Brook Road would be reviewed again when the playing field is completed.

Car Parking Meeting with CW&C Officers

The notes of a meeting with CW&C officers on 9th January had been circulated to Councillors. The meeting had confirmed that CW&C had created a business case supporting an additional car park based on the findings of the Mott MacDonald report. This states that Tarporley requires 50 to 100 additional parking spaces now and that an additional 50 spaces would be required in the medium term.

It was noted that the Mott MacDonald report was based on usage and occupancy levels of the car parks and had identified significantly less parking need than the reports of both the Parish Council and business owner John Beckitt. Mott Macdonald had raised a number of queries regarding the Parish Council's methodology and these were being provided for the Council to address.

Although money may not explicitly be identified in the CW&C budget for a new car park in Tarporley, the need for a car park was flagged up and as such money may be allocated if a suitable site becomes available.

Resolved 19/576 – That the Council approve the minutes of the working groups and other meetings, page 586 to 591 of the minutes book.

7. Finance Committee Terms of Reference

Resolved 19/577 – That the Council agree the terms of reference for the Finance Committee as recommended by the Committee with the insertion of Chairman or Vice Chairman in point 2. Membership.

8. Planning

1) Planning Register

The Council confirmed the planning register pages 60 to 62 as circulated including comments submitted since the last meeting.

It was agreed the Deputy Clerk contact the planning department regarding outstanding applications particularly application 18/02485/FUL to pursue decisions.

2) Planning Applications

18/04816/FUL – Two storey rear extension and proposed bay window to front elevation.

The Garth, Brook Road, Tarporley, CW6 9HH.

Resolved 19/578 - That the Council submits the following observation:

No objection.

9. Liberty Properties Application

It was reported that the application has not been submitted to CW&C as the applicant is waiting for reports from CW&C Conservation and Environmental officers before submission.

10. Forest Road Proposal

Councillors considered the letter received from Turnberry regarding a proposal to develop land off Forest Road, the development would include car parking, land for a health centre and hospital, commercial premises and 100 houses. It was noted the proposal is only at concept stage and that Turnberry would carry out further consultation before developing a more detailed proposal or planning application.

It was noted that a large part of the proposed site is included as an area of 'special county value'¹ which would restrict development.

The following actions were agreed:

That clarification is obtained from CW&C planning department regarding the impact the designation of special county value has on the site.

A meeting is organised with representatives of the Medical Centre and War Memorial Hospital to discuss their view of the scheme.

That Turnberry be advised of these actions.

11. Former RBL Land

Car Park

It was reported that the car park is still being used to store building materials and it seems unlikely the site will be handed over by the end of January as there are still a number of outstanding works to be completed before the site is ready.

The Parish Council's solicitor has confirmed the need for a site inspection before the handover takes place and that an easement created to allow access to the green box. He had also requested an exchange of letters to clarify the remit and the responsibilities of the management company which is to be created for the site of the houses and access road.

It was noted that the car park must be handed over before the first occupation.

It was agreed the Parish Council would write to the developer to stress its disappointment despite promises that the car park would be available in September 2018 then January 2019 and the car park is still not available. It was noted that given the time delays already experienced that the transfer of the car park could result in the occupation of the houses being delayed.

Name

It was noted that the CW&C Street Naming Team are now ready to process the previously agreed names for the car park and the access road, Centenary Car Park and Poppy Lane.

12. Accounts & Payments

1) Accounts & Payments

It was noted that Cllr Mather signed the third quarter bank reconciliation as correct having had sight of the bank statements.

Resolved 19/579 – That the Council approve the accounts page 68, 3rd quarter results, and accounts and payments as listed on page 69 of the cash book including:

¹ Part of the Delamere & Utkinton Area of Special County Value, June 2017.

G. Latham	Car park gritting x5 visits to end November	360.00
A. Webb	Salary/Maternity Pay	578.38
D. Cox	Salary	785.17
A. Wright	Salary inc additional hours	636.27
HMRC	NI/PAYE	217.53
Nest	Pension x2	19.10
R. Johnson	Lengthsman	404.25
Talkabout Publishing	Tarporley Talk Newsletter	144.00
Tarporley Community Centre	Room Hire	40.95
G. Latham	Car park gritting x6 visits to end December	432.00
Shires Pay Services	Payroll (M9)	25.50

Resolved 19/580 – That the Council approve payment of the following invoices received since the publication of the agenda

J. Stewart	Grave marking	15.00
Gaskell's	Cemetery Bin	69.32

2) Clerk's Salary

Resolved 19/581 – That the Clerk's salary be increased to spinal point 23 in recognition of her passing the Certificate in Local Council Administration (CILCA). The Council recorded their congratulations to Delia for passing the course.

13. Earmarking & Precept

Resolved 19/582 – That the Council earmark the following funds for the financial year 2019-2020.

Budget	Budget Headings 2019/2020 (ex VAT)
£26,000	Salaries
£2,500	HMRC/NEST/Payroll
£600	Admin - Consumables (e.g. printing, stationery, mobile phone top ups)
£500	Admin - Training
£1,000	Admin - Misc (e.g. IT/phone equipment and software renewals, Mileage expenses)
£1,300	Insurance
£500	Audit - Internal & External
£1,500	Subscription/memberships incl. ICO
£2,500	Communications inc. Tarporley Talk
£2,164	Election
£1,000	Meeting Rooms
£1,500	Hearse House
£4,000	Cemetery maint./running costs
£6,000	Lengthsman Services
£8,000	Garden areas & other village maint.
£4,000	Play area inspections and maintenance
£3,000	Brook Road Sports & Play
£1,000	Events ex Christmas
£7,000	Xmas Events - annual costs
£10,000	Grants paid out ("S137")
£3,000	Car Parks inc. ex RBL site (gritting/maint.)
£87,064	TOTAL

In addition to the funds earmarked below, a revenue reserve of approximately £27k is currently anticipated, which includes the VAT rebate to be claimed in April 2019.

Earmarking	2019-2020	2020-2021	2021-2022	Total
Parking Improvements	£20,000	£15,000	£10,000	£45,000
Outdoor Sports & Recreation project - Brook Rd	£10,000	£15,000	£10,000	£35,000
Xmas Capex (e.g. new lights)	£5,000	£0	£0	£5,000
Other projects (?Hearse House replacement in 19/20)	£10,000	£5,000	£0	£15,000
Year Total	£45,000	£35,000	£20,000	£100,000

Resolved 19/583 – That the Council will request a precept of £81,823, band D charge of £53.64, a 3% increase on the previous financial year.

The Council thanked all those involved in preparing the budget and precept information for all their hard work.

14. CW&C Local Plan Main Modifications

It was agreed the modifications need to be considered in more detail as such it was agreed Councillors Clough, Millington, Mills, Taylor and Pearson would meet informally to agree observations which will be circulated to all councillors for comment before submission.

15. Transport Survey – Shuttle Bus

It was noted the results of the survey undertaken by CW&C did not include all the responses and that the work undertaken was not adequate, as such it was agreed that a letter be sent to CW&C raising these concerns including omission of any comments relating to the lack of transport to the library. It was reported that Utkinton Parish Council were organising a meeting with CW&C officers to discuss the information and would invite representatives from Tarporley.

It was also agreed that the clarification be obtained of the various community transport schemes in the area.

It was suggested that the complexity of the various schemes leads to lack of use.

16. Eaton Road Trees

Resolved 19/584 – That the Council purchase 5 replacement trees and guards and that road side licences are obtained for the trees.

17. Best Kept Village (BKV) Competition

It was agreed that the Council publicise for volunteers to lead on the BKV competition and depending on the response would consider entry at the February meeting of the council.

18. WW1 Plaques

It was agreed that a meeting be arranged with Rev Watmore to discuss plans for the area off the High Street recently used as the memorial walk.

19. Christmas 2019

It was noted that a group of councillors had met to review the detailed feedback which had been received on the Tarporley Christmas Lights event of 1 December 2018 and discuss arrangements for 2019.

It was thought that the change of date (to a Saturday), good weather, the road closure and the presence of reindeers had contributed to record attendance, estimated to be over 1,000. The large crowds meant that the sound and light system fell short of requirements, and also the stalls quickly ran out of food. Santa's new grotto was universally praised. It was noted that there appears to be ambition in the village for a larger scale event in 2019.

The working group made the following recommendations for next year's event:

- Agree the 2019 event should be on Saturday 30 November 2019, starting a little earlier and/or with all participants ready a little earlier.
- Seek to arrange meeting with Carnival Committee to discuss planning. After that, set up a Christmas Event Committee involving Parish Council and volunteers from the village, including any with event management experience.
- Seek input from businesses (starting with food establishments) in the village, including regarding the exact extent of the road closure.
- Review lighting arrangements with Northwich Town Council and other potential contacts, including options for the Chestnut Tree area and possibly raising the height of the St Helen's tree and lighting up the trees by the raised shops.
- Tentatively reserve the reindeers, discuss options for next year's provision, including a potential relocation near St Helen's Church.
- Investigate a curtain sided truck to act as the stage across the High Street (to replace the platform area by the raised shops) - this can be easily moved before and after the road closure.
- Review sound and light requirements.
- Review wet weather contingencies.
- Ensure professional help with set up and pack down of grotto. It was thought the grotto could remain in the same area if a truck is used instead for the performers.

The Council agreed that the 2019 event will take place on 30 November 2019 and that the working group should continue with planning and seeking community involvement.

20. Arthur Meredith Grants 2018-2019

The Council noted the grants distributed by the Arthur Meredith Memorial Charity for the 2018-2019 financial year.

Applicants	Grants 2018-2019
1 st Tarporley Rainbows	£75
1 st Tarporley Brownies	£75
2 nd Tarporley Brownies	£75
1 st Tarporley Scouts	£150
Tarporley Done Room Preschool	£75
Tarporley War Memorial Hosp	£1680
Tarporley St Helen's Church (Done Room)	£225
Tarporley Twinning Association	£75
Tarporley OPAL Club	£200
Tarporley & District U3A	£75
Tarporley Decibellas Women Choir	£100
Tarporley NCT	£75
Tiverton Junior Parkrun	£50
Tarporley Victoria (Juniors) Football Club	£50

Total of all grants provided	£2980
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Meeting closed: 8.40pm

Signed:

Dated:

Ann Wright
15-01-19

Next Scheduled Parish Council Meeting:
Monday 11th February 2019, 7pm.
The Committee Room, Tarporley Community Centre.

Tarporley Parish Council

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