

**MINUTES OF TARPORLEY PARISH COUNCIL MEETING  
HELD IN THE COMMITTEE ROOM, TARPORLEY COMMUNITY CENTRE  
ON MONDAY 10<sup>th</sup> FEBRUARY 2020**

**Parish Council**

Chairman – Cllr Gordon Pearson

Cllr Toni Burke

Cllr Elaine Chapman

Cllr Gill Clough

Cllr Andy Hallows

Cllr Catherine Helm

Cllr Lisa Miller

Cllr John Millington

Cllr Nigel Taylor

Clerk Ann Wright

Deputy Clerk Abbie Webb

**Other**

CW&C Cllr Eveleigh Moore Dutton

PCSO Kenneth Williamson

Public 2

**1. Apologies for Absence**

Cllr Mark Ravenscroft - Family commitment

Cllr Peter Tavernor - Family commitment

Cllr Andrew Wallace - Family commitment

**2. Declaration of Interests**

Dispensations granted to Cllrs Chapman, Millington and Pearson regarding the development of Brook Road sports and recreation ground were noted.

**3. Public Participation**

Tarporley Community Centre (TCC)

It was reported that the Community Centre is due to sign the contract with the main contractor to undertake the works on the roof by the end of February. The outcome of the Lottery grant to refurbish the toilets is expected by the end of February. If successful the scheme will be developed in March and works undertaken concurrently with the roof.

It was reported the TCC Management Committee are in contact with CW&C regarding the surface of the Car Park which has developed a number of large potholes over the winter. It was noted the agreement with CW&C states they should maintain the car park to the standard it was leased to them in.

The TCC representative confirmed that there were an increasing number of large banners being put up outside the Community Centre which is becoming unsightly. It was confirmed that there are regulations regarding advertisements that would be forwarded but that as they were on TCC property this needed to be addressed by the TCC management committee.

It was confirmed that TCC would support as much as possible any refurbishment of the play area but that it was important that the legal status of the lease was established. It was noted a representative of TCC would like to join the play area working group and that they had a lot of information which may be of assistance.

It was also noted that if works are undertaken to resurface the car park and drainage is put in that this could impact the play area.

Dog Fouling

It was reported that there had been an increasing number of complaints regarding dog fouling particularly on the High Street which was taking place late in the evenings and early mornings

when it is dark, although it was expected this would improve in the summer. It was agreed to contact CW&C to see if it is possible to fund a 'dog warden' to monitor the village each week. It was agreed the outcome of this request would be discussed at the March meeting and also ways of promoting the Responsible Dog Owners Scheme.

#### Police Report

PCSO Williamson stated there had been no further developments regarding the recent stabbing of the milkman although the police were still receiving information and were continuing to investigate the matter. He confirmed when there are developments, he would report these. Anyone with information should contact the police.

#### **4. Minutes**

**Resolved 20/117** – That the Chairman signs the Minutes of the Parish Council meeting held on the 13<sup>th</sup> January 2020 as a true and proper record.

#### **5. Action List**

The Council noted the action list as circulated noting the following:

##### Bench Ends

It was noted that all the Bench Ends have not been collected by Cheshire Wildlife Trust. It was agreed to contact them and ask that the bench ends be collected by a set date after which the remaining ends would be sold and money used to purchase the new benches for by the play area.

##### PROW-Macdonald Hotel

It was agreed to remove this item from the Action List as it was unlikely that any progress will be made.

##### PROW-Captains Walk

It was agreed to remove this item as works have been undertaken on the path which has improved.

##### Planning-Rising Sun Additional Spaces

It was agreed that the Clerk continue to monitor progress on this item as there was some concerns once Jones Homes leave the site, it could delay the creation of the new parking spaces.

##### Teen Shelter

It was agreed to continue to pursue the additional price for replacing the one roof panel and to schedule the works for during the summer.

#### **6. Minutes of Working Groups and Other Meetings**

The Council noted the notes of working groups and other meetings book, pages 189 to 205 of the Minutes.

#### **7. Planning**

##### **1) Planning Register**

The planning register was noted, noting that the following comments had been submitted in relation to amendments to application 19/03971/FUL, The Crown Hotel since the publication of the agenda:

The Parish Council supports the proposed amendments and asks that a condition is included to any approval requiring approval of brick samples before construction and that bricks used include a variation in colour to break up the appearance of the wall.

## 2) Planning Applications

20/00379/LBC, Repairs including re-roofing, gable end repair to external timber framing & infill panels, re-point brickwork, repair gutters, hopperhead outlets & downpipes and alterations to improve fire escape route, Tarporley Recreation Room (Done Room), High Street, Tarporley, CW6 0AG.

**Resolved 20/118**– That the Council submit the following comment:

Support.

It was noted the developer had notified the Parish Council of addition amendments to application 19/03971/FUL, The Crown Hotel, to reduce the height of the rear extension it was hoped this would make the rear of the property less imposing.

**Resolved 20/119**– That the Council submit the following comment:

That the Council welcomes any actions that lessen the impact of the rear extension.

It was noted a resident had raised a concern that plastic windows had been installed at 49 High Street, it was agreed to raise this matter with CW&C planning enforcement.

## 3) 19/02899/FUL, 65-Unit Nursing Home Update

It was noted there had been a meeting, notes on pages 200 to 202 of minutes, with the planning officer dealing with the application and that he was very much minded to recommend refusal of the application and that the application is expected to go to the Planning Committee on the 7<sup>th</sup> April. Concern was voiced that despite the officer's assurance the planning report would be written in a balanced way that the report would be negative against the application. It was noted that the officer was dismissive of the importance of the car park and the impact of a lack of parking on the High Street.

From the meeting with the Deputy Chief Executive of the CW&C, Charlie Seward, notes pages 198 to 199 of minutes, that he was not in a position to influence planning matters.

It was noted that Planning Committee members are unlikely to read all the documents related to the application and will rely on the officer's report, as such the importance of what was said at the Planning Committee was noted. It was also noted that as agreed at the last meeting a letter would be sent to all members of the committee, the planning officer and the Committee officer once the agenda is published.

## 8. Car Parking

Addressed under previous agenda item.

## 9. Brook Road Sports Field

### Works on Site

No works have been carried out on site since 13<sup>th</sup> December 2019, due to ground conditions.

On 7<sup>th</sup> January John Seiler and Dunkil Developments inspected the site to assess the site conditions. Their assessment was that it is unlikely that conditions will be suitable to recommence the main works until late March. However during week commencing 10<sup>th</sup> February Dunkil will remove a section of the Brook Road hedge, either side of the existing gateway, which is necessary to form the pedestrian entrance. This has to be carried out before the start of the bird-nesting season on 1<sup>st</sup> March. New hedging will be planted on revised lines to form visibility splays.

### Planning Permission

A new Notice of Planning Permission has now been issued, following the Section 73 application (19/04382/S73). This updates the previous Notice, issued under the original Planning Application (16/04471/FUL), and incorporates the updated plans and discharge of conditions on

parking and planting, as well as the previously discharged conditions relating to pitch specification and the ecological/habitat management plan. The officer's report noted that 'overall it is considered that the amendments are an improvement to the layout'.

Three conditions relevant to Phase 1 of the works remain to be discharged prior to first use; Condition 3 (highways/footpath details for the access road), Condition 6 (management and maintenance plan), and Condition 8 (community use agreement).

#### Access Road

On 29<sup>th</sup> January 2020 a meeting was held with Andrew Jamieson of CW&C, to check on progress with the plans for the access road, which CW&C are obliged to provide the road under the Land Transfer Agreement. Notes of the meeting have been circulated in the meeting pack; however, in summary, it was clear that very little progress had been made since the last meeting on 24<sup>th</sup> October 2019. CW&C's obligations were made clear to Mr Jamieson, at the meeting and in subsequent correspondence, and it was stated that the Planning Conditions required a road to adoptable standards to be constructed prior to first use of the facility, which was now expected to in June 2020.

A further meeting has been arranged for 2<sup>nd</sup> March 2020, by which time Mr Jamieson has promised to develop a plan to deliver the road to meet the Parish Council's timescales. It was agreed the Clerk should write to Mr Jamieson expressing the council's concern on the lack of progress made on this matter and that a deliverable scheme should be presented at the meeting on the 2<sup>nd</sup> March to ensure the site is open to users once the works on the field are completed.

**Resolved 20/120**– That the Council escalate this matter to the Chief Executive and Deputy Chief Executive of CW&C if the matter is not resolved at the March meeting.

#### S106 Drawdown

Councillor Millington has checked through the updated S106 Agreement and identified a number of items that need to be considered or clarified prior to signing. Concerns were raised regarding the of CW&C to withdraw the funding and other clauses in the agreement.

It was agreed the Clerk should request a meeting with CW&C legal team and if necessary ask a representative of Storrar Cowdry to attend.

Cllrs Millington and Taylor agreed to provide the Clerk with a table clarifying matters of concern to submit to CW&C.

#### Outdoor Gym and Trim Trail Equipment

On 13<sup>th</sup> January 2020 Councillors Ravenscroft and Millington, and John Seiler, met with one of two manufacturers shortlisted for consideration for the supply of the outdoor gym/trim trail equipment, and this has resulted in priced proposals being received. Unfortunately, the other supplier missed their appointment and their representative has now left the business. Details of another representative have recently been advised and we await further contact with them.

#### Pond Fencing

The Parish Council is requested to consider whether they wish the pond to be surrounded by 650mm high galvanised and powder coated bow top fencing, at a cost of £5,336. Although not considered essential in this location (and hence not included in the scheme to date), the fencing would give protection to young children and prevent balls running across the ground into the water. A lifebelt has already been added at a cost of £230.

It was agreed to review installation of the fence until further works have been completed on the site and also for the Clerk to check insurance implications.

## **10. Working Group Objectives**

Councillors were asked to review membership of various working groups and confirm if they are correct.

**Resolved 20/121** – That the Council approve the working group objectives as amended during the meeting.

## **11. Play Area**

The Council noted the notes of the volunteers meeting held on the 18<sup>th</sup> January, pages 189 to 190 of the minutes, it was noted the meeting was attended by 5 members of the public, a representative from TCC, 3 Councillors and the Deputy Clerk. It was agreed a survey should be undertaken including the school to ask residents if they wanted to see the play area replaced or repaired and modified.

It was agreed that a Bingo Night would be held from 7pm on the 3<sup>rd</sup> April to raise the profile of the project and money raised would go towards new benches to be installed on the grass area behind the green notice board before the steps to the playing field which had been agreed by TCC.

It was noted that donations for Bingo prizes would be welcomed.

It was noted that TCC have a large amount of information which could be helpful to this project and that it might be worth contacting Steven Wright regarding the questionnaire and fund raising although this might incur a charge.

## **12. VE Weekend**

The Council noted the notes of the volunteers meeting held on the 18<sup>th</sup> January, pages 191 to 192 of the minutes, it was noted that this meeting was not well attended, however Ian Diskin and his son did attend as officers of the Tarporley Royal British Legion (RBL). It was noted that the RBL are organising a street party on Friday 8<sup>th</sup> May, 1.30-7.00pm.

It was agreed that the Parish Council would organise the road closure and contact the Carnival Committee to see if the bunting can be erected in advance of the VE celebrations.

The Clerk reported she had made enquiries regarding Chapter 8 training and a course for a minimum of 15 people costs £2250 exc. VAT, it was agreed to proceed with organising the course and contact the Rotary and RBL to see if they had members who wish to attend and whether they can contribute towards the costs, places can also be offered to other organisations and parish councils.

## **13. Former RBL Site & Allotments Agreement**

### **1) Transfer Update**

It was noted the transfer was completed on the 3<sup>rd</sup> February 2020 and the Council's solicitor confirmed he was now registering the transfer of the car park, allotments and bowling green to the Parish Council with the land registry.

### **2) Allotments & Bowling Club Draft Agreement**

The Council is still awaiting the draft from Gary Bell.

## **14. Risk Assessment**

**Resolved 20/120** – That the Council approve the risk assessment as circulated including the additional section relating to the construction of the Brook Road sports and recreation field. It

was agreed to add sections relating to Poppy Lane Car Park, bowling green and allotments and also the new storage facility (former WC building).

### 15. Community Climate Change

Cllr Pearson confirmed that he had put a post on Facebook regarding setting up a working group looking at Climate Change which had received a positive response. It was therefore agreed to organise a volunteers' meeting to identify those who would like to get involved as well as the scope and objectives of the working group.

It was agreed the meeting would be late March or early April and should include the schools who might be willing to host the event and also the U3A. Invites to the events will be circulated to Tarporley organisations and businesses.

### 16. Accounts & Payments

**Resolved 20/121** – That the Council approve the accounts and payments and bank reconciliation as listed on page 87 of the cash book including the below payments.

Tarporley Community Centre	Room Hire (January)	89.51
R. Johnson	Lengths man duties – January 2020	325.50
Tilston Parish Council	SLCC Membership 44% (A Wright)	79.00
Tattenhall & District Parish Council	SLCC Webinar Climate Change 50%	30.00
Tilston Parish Council	SLCC Webinar – Website Accessibility	40.00
G Latham	Car Park Gritting x5 visits	480.00

**Resolved 20/122**– That the Council approve the following invoices received since publication of the agenda:

A. Wright	Salary – December 2019	786.51
A. Webb	Salary – December 2019	797.91
Nest	Pension Contribution	64.29
A. Webb	Reimbursement – Refreshments & Ink	53.20
Reindeer Lodge	Reindeer Deposit for 5 <sup>th</sup> December 2020 – 50%	537.00
Shires	Payroll (M10)	24.50
Gaskells	Cemetery Bin	95.59

**Resolved 20/123**– That the Council appoint MJBs to undertake the cleaning and removal of waste from the former WC building.

### 17. Internal Audit

**Resolved 20/124**– That the Council appoint Nick Jenkins of Hacker Young to undertake the internal audit for 2019-2020.

### 18. Village Maintenance

It was agreed to circulate the tender documents, schedules 1, 2 and 3, with the inclusion on images of the locations on Schedule 2.

It was agreed to contact St Helen's to ask what maintenance was planned for the woodland walk area between St Helen's and The Swan.

It was agreed that Cllr Helm would seek advice and develop a low maintenance planting scheme for Poppy Lane Car Park which would take account of the school's request to screen the playing field.

**Resolved 20/125**– That the Council obtain quotes and remove the hedge by the public footpath in preparation for replanting with a more suitable hedging.

**Resolved 20/126**– That the Council obtain quotes for weed killing areas to be planted at Poppy Lane Car Park.

It was noted that the Deputy Clerk was seeking quotes for painting the Bollards.

**Resolved 20/127** – That the Council move into private session to discuss the following items and request that the press and public leave the meeting.

## **PART 2**

### **19. Car Parking**

**Resolved 20/128** – That the Council write to landowners to request discussions to explore the possibility of provision of additional car parking.

### **20. Staffing Working Group Report**

The Staffing Working Group reported that the Clerk and Deputy Clerks' annual appraisals had been successfully completed; that Cllr Burke is supporting the Deputy Clerk who is now stating her CiLCA qualification (possibly to be completed by August 2020); that the Parish Council web site requires work to make sure it is compliant with current standards and accessible to the Clerk to edit. It was reported that work is starting with Ellis Whittam on a Staff Handbook and a revised job description for the Deputy Clerk.

**Meeting closed: 9.50pm**

Signed:

Dated:

Ann Wright  
11-02-20

### **Next Scheduled Parish Council Meeting:**

Monday 9<sup>th</sup> March 2020, 7pm.

The Committee Room, Tarporley Community Centre.

# Tarporley Parish Council Minute Book

## Committees, Working Groups and Other Meetings

### Presented at the February 2020 Meeting

#### Notes Included:

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**Notes from Tarporley Parish Council Play Area Meeting**  
**Saturday 18<sup>th</sup> January 2020 10am**  
**Tarporley Community Centre, Main Hall**

Attendance

Cllr Gordon Pearson

Cllr Gill Clough

Cllr Lisa Miller

Abigail Webb (Deputy Clerk)

Anita Langton – Tarporley Community Centre

Residents – 5 (Names recorded)

Purpose of Meeting: The purpose of the meeting is to discuss Tarporley Play Area which is situated on Tarporley Community Centre land next to the car park. The Parish Council are responsible for the maintenance of the play equipment and monthly play inspections are carried out by the Deputy Clerk. Quarterly inspections and a full annual inspection are conducted by The Play Inspection Company with the most recent report indicating that all the play equipment is safe and of a low risk of harm.

It is important to note that any significant changes to the play area will need to be agreed by the Community Centre Committee and planning permission may need to be sought.

The three options available are

1. Do nothing other than maintain the play area as and when repairs are required.
2. Replace individual items of play equipment as and when required or if deemed unsuitable.
3. Replace all the play equipment with new equipment.

Current Situation

Parish Council - The Parish Council pay for the maintenance and inspection reports to the play area but there are no plans to make any significant changes until the work at the Brook Road site is finished as a play area is planned within the next couple of years.

In February / March 2020, repairs are taking place to the play area such as replacing sections of the wet pour flooring and replacing the bouncy rocker. The total cost of the repairs is £3,622.96.

Tarporley Community Centre – The land needs to have a proper legal agreement between the Community Centre and the Parish Council. The Community Centre Committee does not have any capacity or resources to offer the working group due to the substantial work taking place to the roof during the summer of 2020. The Community Centre Committee is unlikely to be successful in applying for grants for the play area as they have recently secured several grants for the roof. The Community Centre Committee recommended a grant writer to search for and complete grant applications to save time and to secure larger amounts of funding.

Residents – Many parents take their children to Bunbury Play area as there is a better selection of play equipment, more space for the children to run around and more benches to sit on. The play area looks dated and some of the equipment does appear to be unsafe such as the peddle roundabout. It was noted that all equipment is subject to regular inspections by qualified company and the equipment is of low or very low risk.

Actions

- Consultation – Cllr Miller to lead on the consultation asking both children and parents what they want from the play area i.e. repair or replace and ideas on new equipment. The survey will be

sent to the Pre-school, the Primary School and other community organisations such as the Scouts and the Brownies. Copies of the survey will be left in the coffee shops within the village for residents to complete.

- Publicity – To raise awareness of the potential work to the play area, articles will be sent to Tarporley News, Tarporley Talk, Tarporley Facebook page. A Tarporley Play Area Facebook page will be set up to promote the work of the play area working group (Gordon to set this up and Lisa will be the admin for the page). It is hoped that more volunteers will come forward to be an active member on the play area working group.
- Fundraising – A bingo night will be organised around Easter time which might encourage parents who attend to get involved with the working group. The money raised will purchase benches to be placed outside the gates of the play area.

Abbie Webb.

DRAFT

**Notes from Tarporley Parish Council VE Day Meeting  
Saturday 18<sup>th</sup> January 2020, 11am  
Tarporley Community Centre, Main Hall**

Attendance

Cllr Gordon Pearson      Cllr Gill Clough      Cllr Catherine Helm      Cllr Andrew Wallace

Abigail Webb (Deputy Clerk)

Cllr Marian Atkinson – Utkinton and Cotebrook Parish Council

Ian Diskin – Royal British Legion

Connor Diskin – Royal British Legion

Apologies – Georgina Watmore

Purpose of the meeting: To discuss what activities/celebrations will be organised by the Parish Council and Royal British Legion in Tarporley to celebrate the 75<sup>th</sup> Anniversary of VE Day.

Current Situation

The VE Bank Holiday starts on Friday 8<sup>th</sup> May 2020 until Sunday 10<sup>th</sup> May 2020. There's a full programme of all the events taking place nationally and regionally, some of which can be carried at a Parish level. More information on the full programme and idea on local events can be found here <https://www.veday75.org/programme/>

With only just over 3 months until the Bank Holiday weekend, there is very little time to organise a big event. The Parish Council has a lack of resources and funding to provide to the event so is quite limited on what it can offer.

RBL suggestion – Ian suggested organising a carnival style event on the playing field. The activities across the day would be split up into three sections –

Children's activities – face painting, fairground stalls etc.

Vera Lynn Tea Dance / Big Band.

Entertainment such as bands, singing, party, BBQ etc.

Tarporley Rotary Club could set up the stalls on the playing field and a temporary dance floor could be put down for dancing.

There was concern about how much time and expense this event would require in order to make it a success. Once it was discussed, it was felt that it was just another carnival and that it would be better to do something completely different so people would remember the occasion.

Actions

Street Party – Friday 8<sup>th</sup> May 2002

Under the guidance of the <https://www.veday75.org/programme/> website, local communities will be holding a Street Party as this is what happened on VE Day. It was suggested that the High Street is closed between the hours of 1pm and 7pm and a long table is placed along the street with the invitation for people to come along with a picnic and eat at the table. The Parish Council will carry out the road closure as the Clerk has been trained on this (additional training for others may be required).

RBL will organise activities such as face painting, bands and singers to provide entertainment throughout the day. RBL will also contact High Street cafes and pubs to find out if they are organising anything for that weekend (to make sure there are no clashes of activities).

Another suggestion is to ask the cafes and pubs if they can provide a traditional VE menu such as dripping sandwich and corned beef hash.

#### Decorating the High Street

Bunting and flags will be put up along the High Street and posters will be put into the shop windows to celebrate VE Day. The Parish Council will consider leading on this work along with the local business owners and possible have a best window competition to encourage all business to get involved. Tarporley Rotary Club will put up the bunting and flags and will put the tables along the High Street.

A suggestion was made to try and find anyone who was in Tarporley on VE Day, to find out exactly what it was like and how they celebrated that day.

#### Other activities across the VE weekend

RBL may organise a tea dance over the weekend in the Community Centre and other activities however due to tight timescales, a lot of people/ companies might already be booked up.

#### Communication

Other Parish Councils in the ward will be informed of the Street Party and invited to come along. Information about the VE weekend event will be shared in Tarporley Talk, Tarporley News and on Tarporley Facebook.

Abbie Webb.

**Notes from Tarporley Parish Council Christmas Planning Meeting  
Tuesday 28<sup>th</sup> January 2020, 6:30pm  
Tarporley Community Centre, Committee Room**

Attendance

Cllr Gordon Pearson

Cllr Gill Clough

Cllr Lisa Miller

Cllr Andrew Wallace

Abigail Webb (Deputy Clerk)

Businesses

Suzanne Jones – Latte Da

Jane Massey – Papillion

James Massey – Papillion

Purpose of Meeting

The purpose of the meeting was to review the Christmas Festival 2019 and to start planning the Christmas Festival 2020.

**CHRITSMAS FESTIVAL 2019 – REVIEW**

Feedback obtained from Parish Councillors, businesses and residents suggests that the Christmas Festival was a successful and enjoyable event which was well organised. However, there were a few areas of the festival that require changing for this year.

Timing – from around 630pm onwards, people started to disappear however it was a bitterly cold evening so this may have been the reason why people left earlier than expected.

Some people who had tickets to see Santa did not come back which may suggest that it was too late for their children.

**Action** – start the event earlier on in the day.

Latte Da – Several customers could not access Latte Da coffee shop as they were told to queue up the ramp along with the Santa queue. This was incorrect information however it put some customers off. As a result, Latte Da was very quiet on the evening and quite a lot of food had to be thrown away.

**Action** – This year, the Santa queue will go up along the side road, next to Latte Da, leaving the ramp clear for customers.

**Action** – Business open as usual signs to be placed on the railings.

**Action** – Promote all the cafes / pubs and what they are selling over the PA system.

**Action** – Ask Ginger & Pickle and Chestnut Café if they can open for the Christmas Festival 2020 as more places selling tea & coffee is needed.

Blessing of the Crib – A few people commented that

- They didn't know what time the crib blessing was taking place
- It was over too quickly
- Some people struggled to hear it

**Action** – Use of portable microphone during the blessing

**Action** – Announcements of events to be read out during the event informing people of what is going on where and what time

Programme – This was produced too late for the shops to hand them out.

**Action** – Programme to be produced at least 2/3 weeks before the event.

Silver Band – The community carol singing was very quiet with only around 20 people singing. A few members of the Decibellas Choir were meant to lead the singing but only 2/3 choir members were there.

**Action** – This year, move the Silver Band to outside Latte Da as there may have been some confusion over the location of the community singing. That will mean all singing / performances will take place outside Latte Da.

Stalls – There were not enough stalls along the High Street and the feedback from the stall holders was that it was not a successful night for them. One of the main issues was that there was no lighting at all so many people could not see the items/products for sale.

**Action** – More stalls are needed (approximately 25-30) along the High Street and lighting to the stall will be required.

Action – Deputy Clerk to contact Tarvin Parish Council to inform them of date and time of festival to try and avoid a clash of Christmas events.

#### FINANCES

The total cost of the Christmas Festival 2019 was approximately £15,000. Nearly £5,000 was capital spending i.e. Christmas lights. The funding to pay for the Christmas Festival comes from the Parish Council element of the Council Tax precept therefore no funding comes from CWAC. It is important that if any additional funding is required for this year, it will need to be sourced from other areas i.e. sponsorships.

#### DATE AND TIME OF CHRISTMAS FESTIVAL 2020

The Christmas Festival will take place on Saturday 5<sup>th</sup> December 2020. The event will start at 4pm and finish at 7pm. Santa, the reindeer and the carousel will be available from 4pm onwards. The road closure will start at 3pm and will open at 8pm. Tarporley Parish Council will be responsible for the road closure.

**Action** – Additional road closure training required for volunteers.

#### REINDEERS

**Action** – Deputy Clerk to book the reindeer from 4pm until 630pm.

#### CAROUSEL

Action – Deputy Clerk to liaise with Vivienne Rowley re: carousel and to enquire about additional rides / stalls.

#### CHRISTMAS LIGHTS

**Action** – Deputy Clerk to obtain quotes to install the lights and connect them to the power supply.

#### NEW IDEAS / SUGGESTIONS

Gordon Pearson discussed having a giant snow globe which the whole family can fit in to have photographs taken.

**Action** – Deputy Clerk to obtain a quote for a snowglobe.

Santa Dash was discussed for last year, but it didn't happen. The businesses to discuss this again at their business meeting.

The businesses are meeting up in the next few weeks so they will discuss new ideas and suggestions for the Christmas Festival.

**Action** – Once the businesses have met, a meeting will be arranged between the businesses and members of Tarporley Parish Council to discuss new ideas for the Christmas Festival.

#### VE DAY CELEBRATION

A street party is being organised to celebrate the 75<sup>th</sup> Anniversary of VE Day on Friday 8<sup>th</sup> May. The High Street will be closed from 1pm and will re-open around 730pm. The Parish Council will provide a table which will be placed along the High Street so people / families can bring a picnic and use the table, as they would have done on VE Day. The coffee shops/restaurants can provide take away snacks for people to buy and eat at the table. One suggestion is that the cafes provide food that would have been available on VE Day such as corned beef hash and dripping sandwiches. Ian Diskin from the Royal British Legion will be leading on the entertainment over the Bank Holiday weekend.

A Piper has been booked for 2pm(?) and the bells will ring at 715pm (these activities are part of a national programme). More information on VE Day Celebration can be found at [www.veday75.org](http://www.veday75.org)

Tarporley Parish Council will work with Tarporley Rotary and the local businesses to decorate the High Street, fly the flags and put up the bunting.

**Action** – VE Day street party to be discussed at the next business meeting.

Abbie Webb.

**Notes of Meeting on access road to Brook Road Sports & Recreation Field  
29<sup>th</sup> January 2020, Tarporley Community Centre.**

**Present:**

CWAC - Andrew Jamieson

Tarporley Parish Council - John Millington, Ann Wright (Clerk)

**Purpose of meeting: To discuss access road to Brook Road Sports and Recreation field**

The following points were discussed at the meeting:

It was noted that a terram and gravel service road has been installed on the field for temporary access by the contractors.

The permanent road is to be of adoptable standards including streetlights, drainage and service ducting and is the responsibility of CW&C to deliver as stated in the land transfer agreement.

It had been hoped the field would be ready for open by April 2020, as noted at the last meeting in October 2019, however due to bad weather work stopped on site and will start again once the land has dried up, it is hoped the field will be opened in June 2020 although the pitch may not be useable at that time.

Planning condition 4<sup>1</sup> states the field cannot be used until all highways and footpaths including the access road are complete. The road surface etc must be approved by the planning department as part of the discharge of this condition.

It was noted that CW&C's first step will be to get the access road fully designed.

It was reported that the funding that had been identified to construct the affordable housing on the site has been lost.

Mr Jamieson raised if a temporary road could be accepted by the planners/highways. It was noted although this might be possible there would need to be a time limit on when the permanent road was delivered, it is crucial that the road is delivered and adopted to protect the Parish Council and provide proper access to the playing field in the future.

It was noted that the Parish Council's preferred option is to have the adopted permanent road installed in time for the planned opening of the facility.

It was noted the access road is approximately 40 linear metres.

It was agreed that Cllr. Millington would forward the following again to Mr Jamieson:

- A pdf of the planning site plan (John Seiler will also have copies)
- Copy of land transfer agreement (highlighting sections relating to access road)
- Copy of planning conditions (condition 4 relates to access road)

Mr Jamieson confirmed he would look at delivering the road and affordable homes but that the priority was to deliver the road.

It was asked if there was a possibility of the Parish Council obtaining and developing the site, it was agreed that this might be an option in the future.

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<sup>1</sup> Planning Application 16/04471/FUL



It was noted that the Parish Council would want to be involved in the delivery of the affordable homes on the site in terms of their design and tenure and that the Parish Council had recently had a housing needs survey completed.

It was stressed that the Parish Council would only support 'truly' affordable housing and that the standard 30% less market value was not affordable in Tarporley.

It was agreed to review the progress on delivery of the access road in five weeks.

**Next Meeting:  
Monday 2<sup>nd</sup> March 5.00-6.30pm  
Committee Room, Tarporley Community Centre.**

Ann Wright  
30 01 2020.

## **CWAC Tarporley Parking Review – Wed Jan 29**

### **Present**

Charlie Seward – CWAC Deputy Chief Executive Place  
Eveleigh Moore Dutton – CWAC Councilor – Tarporley  
Sarah Dobbins – CWAC Senior Localities Officer (Rural)  
John Beckitt – Commercial Property Owner Tarporley High Street  
Gordon Pearson – Tarporley Parish Council

### **The case for additional parking**

JB reviewed the evidence for over a 200 increase in Tarporley car parking capacity.

Through interviews of Tarporley businesses JB had identified a bottom up need for an additional 358 spaces in addition to the 88 spaces gifted by the care Home developer – a first tranche of 200 spaces was recommended followed by further capacity as businesses and customers returned to Tarporley.

The Parish Council using a methodology based on a detailed survey of High Street businesses asking about their employee and customer numbers, car usage, car park availability and peak trading periods at different times. This identified a need for 265 additional parking spaces.

Finally, CWAC's Parking Strategy for Tarporley produced by Mott McDonald identified an immediate need for additional capacity of 50 to 100 spaces.

The village retail capability continues to die away as customers give up looking for spaces, never to return.

GP tabled a note summarising 29 business closures that had primarily been caused by a lack of footfall in Tarporley due to inadequate parking capacity.

JB reminded the meeting 10 locations had been identified around the centre of Tarporley as suitable for car parking – all were outside the settlement boundary and classed as open countryside - none were currently available for conversion to a car park

JB commented that CWAC have designated Tarporley as a service centre and have an obligation to facilitate the provision of adequate parking car park - the community car park provided with the care home comes as a gift which is the lowest cost option available to CWAC and the PC - the provision of car parking at the care home is one of few locations near enough the centre of the village.

GP pointed out that members of the current Parish Council prepared the Neighbourhood Plan and were clear that protected green spaces could be utilised for essential village infrastructure in accordance with Neighbourhood Plan Policies.

GP and the Tarporley Parish Council were clear that the damage done to the protected green space by the Care Home was more than compensated for by the provision of much needed care facilities (particularly the dementia), the associated employment and finally the car park. JB commented that the Parish Council were in the best position to make subjective rather than

planning policy-based judgements on whether the benefits to the community were greater than damage to the green space in his view. He expressed the view that it was unacceptable for a planning officer to take a contrary view from the Parish Council who know what the Village needs. This is especially true for this green space as it lies behind a high hedge and the Tarporley community have no access to it.

CS took away an action to advise on how those at this meeting could best make inputs to the planning committee as there had been a refusal by the planning committee chairman to meet with the PC.

### **Land Behind the Rising Sun**

Ownership of the land behind the Rising Sun has recently changed.

It was concluded that GP should arrange for an introductory letter to be sent to the new owner requesting a meeting to discuss using that land for a car park

The letter would be designed to provide a meeting where the PC could explain the urgent need for car parking capacity and establish whether the new owner is willing to cooperate to achieve a car park on the land.

Should compulsory purchase of land for a car park become the only option, early steps would include applying for planning permission and producing a business case to demonstrate the viability. CS reassured the meeting that applying for planning permission on land cannot result in any counterclaim for loss of property/land value by the owner as existing legislation excluded planning permission - CS advises that if the parish council wrote to him he would confirm this advice formally.

Alongside these activities CS advised that it would be worth summarising and updating the business case for a car park, why this particular car park and the payback basis for the investment by CWAC. This would assist the authorisation of a CPO process, should that be required.

Feb 3 2020

**Notes of Informal with Planner  
Regarding Application 19/02899/FUL (Liberty Properties)  
30<sup>th</sup> January 2020 – CW&C Offices Chester.**

**Present:**

Tarporley Parish Council (TPC): Cllr Gill Clough, Cllr Gordon Pearson, Ann Wright ( Clerk)

Cheshire West & Chester Council: Cllr Eveleigh Moore Dutton

Cheshire West & Chester Council: Brian Leonard

**Purpose of discussion: To discuss planning application 19/02899/FUL .**

Mr Leonard confirmed he had met with the developers in the last week and discussed both the benefits and negative aspects of the application, as such the developer is producing additional information relating to the 'need' for a nursing home and also the impact on the High Street of the development.

Cllr Pearson presented Mr Leonard with copies of the following:

- i) Briefing Paper on the application including the planning comments which were agreed by the Parish Council. Noting the briefing paper included the relevant sections of the neighbourhood plan.
- ii) A copy of a letter sent to Andrew Lewis (CW&C Chief Executive), dated 16<sup>th</sup> December 2019.
- iii) A list showing businesses/retail units which have closed on Tarporley High Street over recent years.

It was noted that the Tarporley Neighbourhood Plan had been written at a time when Tarporley was under a large amount of pressure from large planning applications and CW&C did not have its five-year housing supply.

As a result of this the plan designated green spaces to prevent them being lost purely for housing development by imposing the restriction that these sites could only be developed under very special circumstances.

Mr Leonard confirmed he had been involved in a number of applications at the time including the Nantwich Road and Rode Street applications and was aware of the circumstances under which the plan was written.

It was reported by Councillors the developer had been turned away twice by the Parish Council until they were willing to provide enough community benefit by increasing the community car park provision.

Mr Leonard confirmed that he would prepare the report for committee fairly and would acknowledge the benefits as well as the negative impact.

Mr Leonard confirmed that he recognised that there are traffic and parking issues in Tarporley.

Cllr Moore Dutton emphasised that the Sandstone Ridge Trust recognised Tarporley as the Heart of the Sandstone Ridge and this will result in increased visitors and tourists to the village, she confirmed that the continuity of Tarporley High Street was seriously under threat from the lack of parking.

It was suggested by Mr Leonard that the closure of some retail units including the loss of 3 butchers was the result of changing shopping habits.

This was strongly disputed by the Councillors who highlighted the success of Rose Farm and the Hollies both of which shops are centred around Butchers and have extensive parking as well as the Butchers at Bunbury, all of which are successful and have access to car parking.

Mr Leonard stated the starting point for considering this application is policy:

The application is outside the settlement and is therefore in the Open Countryside noting that the proposal does not require an open countryside location.

The site is a designated green space in the Neighbourhood Plan and therefore has the same protection as Green Belt land.

In addition the harm to the landscape and conservation also needs to be considered.

Mr Leonard noted that the Neighbourhood Plan supports additional parking on 'suitable sites' and suggested a designated green space was not a suitable site.

It was noted that 3 Parking Surveys have been produced relating to Tarporley, one was commissioned by CW&C through Mott Macdonald and published in January 2019 which highlighted a need for 50 to 100 parking spaces.

Another survey was produced by the Parish Council and identified a need for 265 parking spaces, using data from business owners including staffing and customer numbers. A third report was produced by a business property owner and produced similar results to the Parish Council's survey.

It was noted the proposed development site is the only available site to develop a car park adjoining the High Street. It was asked if this site is not developed as a car park where could be and how would it be funded.

It was noted a car park will not be provided without the provision of the nursing home.

It was noted the Neighbourhood Plan encourages the development of care for the elderly in Tarporley. Mr Leonard reported that Public Health had stated there is a need for dedicated dementia care rather than care homes in general and that the developer had confirmed to him that they are not providing dementia care however the nursing home would have the facilities to care for people with dementia.

It was noted there are currently 4 vacant units on the High Street of which 2 have closed recently.

It was noted that Tarporley has been allocated as a Key Service centre in the CW&C Local Plan which had resulted in the development of housing but with no additional infrastructure or services for local people.

Mr Leonard confirmed he was minded to recommend refusal of the application.

Mr Leonard reported that the application is now expected to go to committee on the 7<sup>th</sup> April allowing the applicant to submit more information.

It was noted that there are a number of large buildings in Tarporley as such the proposed development is not out of place.

Mr Leonard stated that since having discussions with the developer they have made no significant changes to the building to reduce its impact on the landscape.

It was noted there are no sites in Tarporley which can be developed other than in the open countryside and that people want to be able to access nursing care in Tarporley and that at the Parish Council meeting to discuss the application a number of residents highlighted the lack of care in Tarporley and the difficulties of having the travel some distance to regularly visit family members who were in care.

As a key service centre Tarporley requires the services to serve the community of Tarporley and the surrounding area.

It was suggested that a possible way to obtain these services would be to review and change the Neighbourhood Plan. Although it was suggested that designating specific types of development on the land would in fact result in accepting the principle of development on the site and would open the way for inappropriate development.

It was noted that several CW&C Consultee Reports were still not published on the Planning Portal. Mr Leonard stated that he had been chasing these.

It was asked if the officer's report for the application could be sent to the Parish Council in advance of the publication of the agenda to allow the Parish Council time to review it. Cllr Moore Dutton requested a copy of the report in advance of the Planning Committee agenda's publication.

It was noted that it is the Public Health team that assesses the 'need' for the nursing home as identified by the developer in the case by the Carter Wood report.

It was noted that ultimately the decision will come down to a judgement by the planning committee, and Mr Leonard confirmed the report to the committee would fully acknowledge the benefits of the application as well as the negative impacts.

It was asked if a different officer dealt with the application would they be likely to make the same recommendation. Mr Leonard stated that he thought they would having discussed it with his line managers they would also recommend refusal.

He stated the impact of the development on conservation and heritage would provide strong enough grounds for refusal alone.

Mr Leonard stated that the notes of the meeting he had had with the developer provided by the developer had a number of discrepancies, including they had identified limited harm to the conservation area and landscape however Mr Leonard had not stated the harm was limited.

He confirmed the reports on the harm to the conservation and heritage will identify that harm. It was noted that these reports were not yet online and it was asked when these would be available. It was confirmed they would be published as soon as they were made available.

Mr Leonard was thanked for meeting with the Parish Council representatives.

Ann Wright  
30<sup>th</sup> January 2020.

**Notes of Informal Meeting with Representatives of Liberty Properties  
Regarding Application 19/02899/FUL  
6<sup>th</sup> February 2020 – Tarporley Community Centre**

**Present:**

Tarporley Parish Council (TPC): Cllr Gordon Pearson, Ann Wright ( Clerk)

Cheshire West & Chester Council: Cllr Eveleigh Moore Dutton

Liberty Properties: Andy Baddley, Tom Morrison (BECG<sup>2</sup>), Emyr Williams,

**Purpose of discussion: To discuss planning application 19/02899/FUL .**

Mr Williams stated that the planning officer was going to recommend refusal, and that the decision had been ‘finely balanced’. He stated the officer had demonstrated no understanding of the Carter Wood Report on need. He also stated that the officer had given little weight to the provision of a car park and had almost ignored the employment the nursing home would create.

Mr Williams confirmed that the officer was still relying on the heritage and landscape reports produced by CW&C officers at pre-application stage despite changes having been made to the scheme and detailed reports submitted.

He also reported that he had contacted Fiona Hore on a number of occasions but that she had not responded.

He stated that at the meeting with the planning officer it had been discussed that there was no need for nursing care only dementia care. As such Liberty Properties had offered to fund a specialist independent consultant to review the Carter Wood report but to date had had no response to this offer.

It was stated that CW&C only measures need based on social care requirements and Local Authority funded beds, the Carter Wood report is based on wider need including market need and takes into account privately funded need.

Mr Baddley stated approximately 80% of those in care have some level or form of dementia.

It was confirmed by the Liberty Properties representatives that the nursing home was designed to provide dementia care as required and to meet the needs of those occupying the Home at any time, that could be 100% dementia care.

Mr Williams voiced his concerns that as previously stated the CW&C heritage and landscape reports had not be revised and it was confirmed photo montages had been submitted to CW&C showing the impact of the development on the surrounding landscape and views.

Liberty properties confirmed that they are continual submitting factual information on the application to the planning officer.

Cllr Pearson confirmed that the Neighbourhood Plan allows for the development for designated green spaces if ‘very special circumstances’ are met and that in the Parish Council’s comments they had confirmed these ‘very special circumstances’ had been met.

It was suggested that the Planning Officers had focused on the harm rather than the benefits of the scheme.

Mr Williams raised a question regarding changing the Neighbourhood Plan.

Cllr Pearson confirmed this was possible but would be a long process as the revised plan would

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<sup>2</sup> Built Environment Communications Group.

need to go through all the stages of the original Plan. He also voiced concerns that removing the protection on the land would open it up for any development.

The Liberty Properties representatives confirmed that at the start of the process they had received the opinion of a QC who had confirmed that permitting the application based on the 'very special circumstances' would not weaken the Neighbourhood Plan or any other neighbourhood plan as it would not set a precedent. It was confirmed a copy of this document would be sent to the Parish Council. Mr Williams suggested that this report should be developed further to include examples of case law.

It was noted that CW&C equated the protection given to the green space by the neighbourhood plan as equivalent to the protect provided by Green Belt status which only permits development in 'exceptional' circumstances.

It was agreed evidence of care needs and explaining what provision the Home will provide is critical.

Mr Baddley confirmed that the nursing home will not be additional pressure on the Doctor's practices as many of the residents will be already be registered as patients and by the nature of the level of care provided, they are less likely to call out the doctor. In addition, Doctor's visits when necessary can covered a number of patients at one visit.

Mr Baddley highlighted that there is a question and answer section which is very helpful at the back of the Carter Wood Report.

Mr Williams noted the application had been subject to two public consultations which had been supportive and had the support of the Parish Council.

Cllr Moore Dutton confirmed planning applications don't have to meet all planning policies requirements and that they should be weighed in the planning balance.

Cllr Pearson confirmed that 5 of the current Parish Councillors were on the Neighbourhood Plan steering group, and that information relating to the Plan including the referendum turnout and results can be found at [www.tarporley.org.uk](http://www.tarporley.org.uk).

Liberty Properties representatives confirmed that they had three areas they needed to consider further:

Asking the QC to update their report and add more information.

To seek legal advice on the differences between designated 'green space' and 'green belt'.

Consider appealing on the grounds on non-determination.

Mr Baddley noted that the actual architecture of the nursing home had not really been considered by the planning officer and that a lot of attention had been given to designing the building to be in-keeping with the other buildings in Tarporley in terms of rooflines and materials used and that the levels had been dropped to reduce the impact of the building.

Cllr Pearson confirmed Neighbourhood Plan does not identify any critical views on the proposed development site.

Cllr Pearson confirmed the development of a new large modern residential dwelling on the grounds of the Old Rectory has already had an impact on the setting of St Helen's.



It was confirmed by the Liberties Properties representatives that the nursing home had been designed in accordance with Stirling University's dementia criteria.

Mr Williams confirmed they were now planning to submit further information and prepare for the Planning Committee on the 7<sup>th</sup> April, he confirmed he would share what they proposed to say with the Parish Council including grounds for approving the application.

The Chairman thanked all for attending the meeting.

Ann Wright  
7<sup>th</sup> February 2020.

**Tarporley Parish Council**  
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