

Tarporley Parish Council Action List

Prepared - 4 February 2021

Assets/Work Streams

Assets/Work Streams	Actions	Comments	Owner	Status
Allotments & Bowling Club	• Awaiting final lease to be signed by Council	03 02 21 – emailed GB	Ann	On-going
	• Awaiting felling of trees	02 02 21 – confirmed next 2 weeks	Ann	Completion by 01 03 21
	• Draft Bowling Club lease for approval by PC & Club	03 02 21 – draft being reviewed by PT, GC. Ann	Ann	Progressing (March Agenda)
	• Strip of Land & Fencing		Ann	Feb Meeting
Branding & S106 Arts	• Arts Brief to be published	Possibly inc signage R roundabout	Ann	
	• Village Website	Circulate tenders	Ann	
Brook Road Playing Fields	• Access road completion	01 02 21 – works commenced	Ann	Completion by 01 04 21
	• Road direction signs	04 02 21 – requested wording etc	Ann	On-going
	• Opening Arrangements	Next meeting wk. 22 02 21	Abbie	Completion by 01 04 21
Car Parking	• Business Case - NEED	GP, NT	Ann	Response to Robinsons Brewer required
	• Scheme development	22 01 21 – Charnley meeting actions- G, PT, NT	Ann	Response to Robinsons Brewer required
	•		Ann	
	• Parking Survey Posy-Covid	AH, MR, AW	Abbie	
Cemetery	• Boundary Fence & Path	12 01 21 – lock down stop works	Ann	
	• Hedge Cut	04 02 21 – email for Cllrs approval	Abbie	Completion by 01 04 21
	• Regs updated	Required ashes plinth size	Ann	
	• Wall	17 01 20 – appointed JS Works undertaken after fencing	Ann	
Council website	• Review & Amend	GP, NT, Ann		
Events	• Easter Eggciting Trail	Good Friday 02 04 21	Abbie	Print ready 17 03 21
Finance	• Budget Review		Ann	Completion by 01 04 21
	• Precept Article for TT		Abbie	Next Tarp Talk
Neighbourhood Plan Review	• Next Meeting	Awaiting outcome of grant application	Ann	
	• Call for sites – Letters	Resend letters	Ann	
	• Climate Project	GP		
	• Identify landowners		Ann	

Play Area	Next Meeting 23rd February	Consider path lighting as part of scheme	Abbie Ann	
PROW ¹	Gravel FP 12	Gravel paid for held at TG		
	FP17 Diversion - floods			
Risk Management	- Inc RBL, WC - Review Chestnut Tree	GC, CH, MR		Require General RA for 01 04 21
Storage Facility	Council approve and sign transfer			HH lease expires 16 05 21
	COU Planning received	Submitted 22 01 21		HH lease expires 16 05 21
	Works Completed			HH lease expires 16 05 21

Future Projects for Work streams for Consideration

Phone Kiosk	To agree future use
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Meeting Actions – February Meeting 2021

Actions	Comments	Owner	Status
Chestnut Grange Public Open Space	RC to provide definition.	Ann	

¹ Public Rights of Way

The following are actions from previous action list which have been completed or deleted.

ASSET / WORK STREAM	Action	Owner	Status
Burton Square - Tree	15 10 20 –Report weeping canker- HW261190137 28 10 20 – submitted additional info from Cheshire Woodlands 04 11 20 – Raised with CW&C Tree Officer 07 12 20 - Response from TO – raised ownership 18 12 20 – Contacted neighbouring landowners 18 12 20 – Landowners confirmed not own 03 02 21- Emailed GC next steps	A Wright	February Agenda
CCTV Working Group	Andy Hallows, Lisa Miller, John Millington, Tony Yeates. 20 10 2020 email sent to working group re: arranging site visit to discuss CCTV arrangement. 08 12 20 site visit with Phil from Sonitech re: CCTV 10 12 20 emailed Lee Maddocks from CWAC re: CCTV policy. 16 12 20 response from Lee Maddocks stating not sure who is the best person but will find out 16 12 20 circulated quote from Sonitech to working group. Next meeting scheduled early Jan 2021 04 01 21 emailed Sarah Dobbins re: CCTV policy/advice 05 01 21 emailed CCTV working group re: additional quotes. GP suggested holding off getting new quotes until after PC meeting. 12 01 21 – Sarah Dobbins emailed with details of Camera Code of Practice. 13 01 21 emailed PC Monk re: CCTV 28 01 21 - received emailed from PC Monk and circulated to Councillors. To be discussed at next PC meeting	A Webb	Feb Agenda
Cemetery Letter—Stonemason	10-09-20—Agreed Lightfoot memorial actions 16-10-20—emailed for new paperwork	A Wright	
Cemetery Plinths	Obtain prices & guidance 10-09-20—Site Meeting 15-10-20—PT circulated EP photos 16-10-20—circulated spec for beams Awaiting meeting with JB to discuss ways of ensuring rows are straight.	A Wright	
Chapter 8 Training	Chapter 8 training to take place in 2021—events roads closures	A Webb	2021
Defib. & Cabinet - Costs	17 12 20 – Confirmation Swan not relocate defib. 17 12 20 – Reminded AW ask Rising sun Manager about defib/cabinet on wall.	A Webb	January Agenda

	17 12 2020 – contacted Jo from Community Heartbeat Trust re: mobile phone at defib (awaiting costs) 16 12 2020 emailed Linda Martin from TCC. Arranged a site visit in New Year to view defib at TCC. Contact British Heartbeat trust via online form re: grants. 18 12 2020 email from The Swan stating that they are purchasing a cabinet for the defibrillator so it can be re-located outside the building. 04 12 21 emailed Parish Councillors with update 05 01 21 Due to Lockdown, will postpone visit with Linda Martin to view defibrillator 13 01 21 – emailed Swan to suggest location of defib should be in the archway. 18 01 21 – quote from Badger Design and Fluid Branding and BP and D company.		
Milestone Adoption	<u>Milestone Adoption</u> 01 10 19 – EMD confirmed in ‘long queue’ 28 10 19 requested update from EMD 27 05 20 – emailed EMD for update, asked if formal letter required.	A Wright	On-going