

**MINUTES OF TARPORLEY PARISH COUNCIL MEETING
HELD ON MONDAY 8TH NOVEMBER 2021 AT TARPORLEY CHAPEL.**

Present

Chairman – Cllr Gordon Pearson

Cllr Gill Clough

Cllr Andy Hallows

Cllr Catherine Helm

Cllr Jarina Khan

Cllr Danny Lloyd

Cllr Lisa Miller

Cllr John Millington

Cllr Mark Ravenscroft

Cllr Peter Tavernor

Cllr Nigel Taylor

Clerk Ann Wright

Other

CW&C Cllr Eveleigh Moore Dutton.

Public 12

1. Apologies for Absence

Cllr Andrew Wallace – family commitment.

2. Declaration of Interests

Cllr Miller declared a pecuniary interest in small grant applications having made the application for the Uniform Donations, she confirmed she would leave the meeting and take no part in that discussion.

3. Public Participation

Community Christmas Celebration

Rev Mark Elder, the new Minister at Tarporley Chapel invited all councillors to the **Community Christmas Celebration**, with carols and excerpts from the Christmas story, and contributions from both the Primary and High Schools. Part of the evening will be to say thank you to our community champions, including councillors, by presenting each of them with a Bags of Blessing. The event is on Sunday the 12th December at 6.30pm.

New Permissive path at Portal Golf course

It was confirmed that the Portal Golf Club/Hotel have agreed to the permissive path agreement which can be signed once a map has been prepared. The hotel has also agreed to install the notice boards which will be returned to the Parish Council should the agreement be ended.

It was noted that it was very generous of the Hotel/Golf Club to agree the permissive route and it was hoped that this would resolve issues of the public abusing the footpaths by walking across the golf course, as well as letting dogs and children run across it. It was emphasized that should the routes be abused the Hotel can end the agreement and stop access.

It was noted all this information will be published along with the map on the noticeboards, the Council's website as well as in newsletters.

Small Grants

A representative of the Badminton Club introduced himself and said he was happy to answer any questions relating to their grant application.

Birch Heath Road Application

A number of residents who neighbour the proposed development site spoke in support of the application stating it was a prime site for development due to its secluded location. It was stated that only vehicles accessing or delivering to the proposed properties would use the lane.

A letter was read out by the Chairman from residents neighbouring the site who stated they had no objection to the proposal but requesting careful consideration be given to any trees on the site.

Nursing Home Application

It was confirmed no further information was available on the nursing home application.

4. Planning

1) Applications

21/03535/FUL – Erection of four 2-bed dwellings for elderly people in affordable needs, six pairs 3-bed semi-detached dwellings and two 4-bed detached dwellings at 10 Birch Heath Road, Tarporley, CW6 9UR.

Resolved 21/056 – That the Council submit the following observations:

The Parish Council objects to this application on the following grounds:

The proposed application is outside the settlement boundary and offers no community infrastructure as required by the Tarporley Neighbourhood Plan.

There is no outstanding housing need in Tarporley to justify this development.

21/02781/FUL – Demolition of rear porch, single storey extension to front, two storey extension to rear and part loft conversion – 70 Park Road, Tarporley, CW6 0AN.

Resolved 21/057 – That the Council submit the following observations:

No objection subject to no loss of amenity to neighbouring properties particularly in relation to the proposed gable window on the south side of the property and that the size of the extension falls within policy guidelines.

21/04286/CAT - Cutting down of Sweet Chestnut which has grown over and leans over the boundary/garden log cabin; and also, Maple tree growing within the garden which is blocking light from the flowers and fauna planted around it. - 8 Ash Close, Tarporley, CW6 0TY.

Resolved 21/058 – That the Council submit the following observations:

The Parish Council objects to the cutting down of the CW&C owned Sweet Chestnut due to the impact this will have on the wooded area which is identified in the Tarporley Neighbourhood Plan as an important green corridor. The Council would support cutting back of overhanging branches by a qualified arboriculturist.

The Council asks that any works that are undertaken in the wooded area are tidied up once completed

The Parish Council has no objection to the cutting down on the Maple within the garden of 8 Ash Close.

21/04299/TPO – Ash – remove the bough significantly overhanging the garden – 8 Pearwood Close, Tarporley, CW6 0UF.

Resolved 21/059 – That the Council submit the following observations:

No Objection.

2) Planning Register

The planning register was approved as circulated.

3) Applications received since publication of agenda.

No further applications received.

5. Minutes

Resolved 21/060 – That the Council approve the minutes of the meetings held on the 11th October as a true and proper record.

6. Minutes of Working Groups and Other Meetings

The Council noted the notes of working groups and other meetings, from page 83 of the minutes book.

7. Village Square Proposal

The Council considered the village square scheme developed by resident Richard Statham, no further detail had been provided on the scheme and it was not known if the landowners had been consulted. It was agreed that extensive public consultation would be required as first step.

It was noted that no costings had been provided for the scheme or its future maintenance and concern was expressed about the road /driveways running through a pedestrian area and the loss of trees in the centre of the village.

It was noted the Council has a number of other priorities that are occupying Councillor's time including the redevelopment of the play area at the rear of the Community Centre and the Public Art project.

Resolved 21/061 – That the Council does not wish to pursue the project at this time given its other priorities.

8. Speed Roundels

The council noted the notes of the meeting held on the 2nd November, from page 97 of the Minutes.

Resolved 21/062– That the Council ask CW&C to draw up the schemes and costings to implement roundels on key roads in the village where the speed limit changes from 30mph to 20mph with the possible inclusion of dragons teeth and that Highways be asked to review the 20mpg signage particularly on the High Street where there is a missing sign at the start of the 20mph limit.

9. Tarporley Helpline

It was agreed to finish the helpline which had been established during the pandemic lockdown and to highlight this in the Tarporley Talk and emphasize people can still contact the Council through the Clerk and Deputy Clerk.

10. Review of Infrastructure List

Resolved 21/063– That the Council make the following amendments to the infrastructure list:

- Amend Significant Infrastructure point 7 to read 'Provision of additional facilities on the Brook Road Playing Fields and Country Park'.
- Replace Significant Infrastructure point 8 with repaving of the High Street.
- Amend Moderate Infrastructure Improvements point 4 to include 'to allow planting of wooded area/orchard.'
- Add to the Minor Infrastructure Improvements and other community benefits section, Provision of funding for sustainable transport methods, including provision of community bus services in particular linking outlying parishes to Tarporley.
- Add addition point to Minor Infrastructure section to Contribute to public art projects in the village.

11. Christmas Celebrations

It was noted the event is now in hand and that arrangements will be finalised at a meeting next week.

12. 2021-2022 Small Grants Awards

Resolved 21/064– That the Council award the following grants, noting that all grants must have been claimed before the end of this financial year, March 2022.

It was agreed that the Woodlands and Uniform Donations grants will be paid on receipt of proof of purchases.

Tarporley Rainbows	Craft materials	£250.00
St Helen's PCC	Toys, Books & Craft Materials	£250.00
Decibellas Choir	Anniversary Singing Workshop	£250.00
Tarporley Bowling Club	Replace equipment - Strimmer	£250.00
Uniform Donations	Storage rails & Boxes	£200.00
Tarporley Badminton Club	Shuttles	£250.00
Tarporley Pre-School	Urban Noise Maker	£250.00
Tarporley Tennis Club	Sponsor 50 residents fitness class	£250.00
2nd Tarporley Guides	Gazebo	£250.00
Woodland	Equipment, signage, bulbs	£250.00
Tarporley Allotments Association	Lawn mower	£250.00
Tarporley Primary CE School PTA	Books	£250.00
NCT	Snacks, instruments & speaker	£150.00
Total		£3,100

13. S106 Allocations

The Council agreed the following suggested S106 allocations:

Amenity / natural greenspace £5,520.00 – To be spent on Brook Road Playing Fields and Country Park and/or Tarporley Community Centre Playing Field or other areas to be agreed with the Parish Council.

Play child £2,346 & Play youth £1,407.60 – to be allocated to Parish Council owned/maintained play areas at the rear of Tarporley Community Centre and/or Brook Road Playing Fields and Country Park.

Allotment £1,656.00 – To be allocated to the Parish Council owned allotment site (formerly British Legion).

Parks & recreation £13,248, - To be spent on Parish Council owned Brook Road Playing Fields and Country Park and/or Tarporley Community Centre owned playing field.

It was requested that all funding should be permitted to be used on maintenance as well as new projects/equipment.

14. Accounts & Payments

1) Budget Update

It was reported that the council's budget is on track for 2021-2022.

Based on calculations for the next couple of financial years Brook Road maintenance is expected to cost in the region of £20k per year due to additional works required to help establish the pitch.

It was suggested that the £20k can be found within the Council's existing budget:

- £7k already allocate in the current budget.
- £5k from removing large grant awards.
- £3k reduction in Christmas Budget
- £2k saving from ending HR support.
- £3k estimated income from Brook Road.

As such an inflationary increase to the precept was possible.

The Clerk is now starting work on the expected year end and identifying reserves to kickstart a rolling fund for repair and replacement if assets including gym and play equipment.

It was agreed that letters should be sent to the large grant applicants confirming the large grants will not be available in the 2022-2023 Financial year.

2) Accounts & Payments

Resolved 21/065 – That the Council approve the accounts and payments and bank reconciliation as on page 005 of the cash book including the below payments and additional invoices received since publication of the agenda:

TotalEnergies	PC Store Power (account closure)	8.48
EDF	PC Store Power	18.00
A. Hallows	Reim - lock chain and combination lock	21.56
G. Pearson	Reim - Drop Box & Phone line	425.64
P. Tavernor	Reim - Snowmen & paint	111.34
Talkabout Publishing	Tarporley Talk Article	144.00
Grants Gardening Services	Cemetery & Brook Road Bins	1440.00
Accounts Centre	Payroll services	24.00
A. Webb	Salary	814.72
A. Wright	Salary	753.94
HMRC	Paye/NI	231.84
Gaskells	Cemetery & Brook Road Bins	129.74
A. Wright	Reim - Postage & Cemetery Receipt BK	43.07
Nest	Pension contribution	151.63
Reindeer Lodge	Reindeer hire	537.00

2) Clerk Lieu Hours

Resolved 21/066 – That the Council pay the Clerk for 14.5 hours as additional hours worked.

3) Valuations and Non-Domestic Rates

Resolved 21/067 – That the Council note the valuations listed below and pay the rates for

the Storage Building, £304.53.

Bowling Green & Club– Rateable Value £930 – Rates £0.00

Poppy Lane Car Park – Rateable Value £3200 – Rates £0.00

Storage Building – Rateable Value £750 – Rates £304.53

Resolved 21/068 – That the Council move into Part B and request all members of the press and public leave the meeting.

15. Winter Maintenance

Resolved 21/069 – That the Council appoint PJH Outdoor Solutions to undertake gritting of footways and meet with them regarding additional work.

Resolved 21/070 – That the Council do not proceed with the existing provider for car park gritting.

Meeting closed: 9.00pm.

Signed:

Dated:

Ann Wright 09-11-2021

Informal Meeting of Parish Council on ZOOM inc. Surgery

Monday 13th December 2021 – 7pm

Next Scheduled Parish Council Meeting:

Monday 10th January 2022 - 7pm

Tarporley Chapel.

Tarporley Parish Council Minute Book
Committees, Working Groups and Other Meetings
Presented at the November 2021 Meeting

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Notes of informal meeting to provide development update.

28th September 2021 via Zoom

Present:

Tarporley Parish Council (TPC) – Gordon Pearson, Ann Wright (Clerk).

Landowner and Consultants – Andrew Bird, Jonathan Coulson (Turnberry), Susanna Posnett,

Purpose of meeting: To provide update on Tarporley Neighbourhood Plan Review and possible future developments in Tarporley.

Neighbourhood Plan Review Update

It was asked what stage the Neighbourhood plan update was at as it sets the agenda for planning in the village.

It was confirmed that the same consultant had been employed to help with the Review as had helped create the Neighbourhood Plan. She had undertaken a review of the Plan policies against the CW&C Local Plans and national policy including the NPPF. This has resulted in three tables being produced highlighting policies which are redundant or need updating.

The working group is now working through the tables and will take recommendations back to the Parish Council for consideration.

Design Code

The Group has also started the process of producing a Design Code which will replace the existing Village Design statement. Aecom are currently amending the character assessment noting the Group had not been happy with the first draft as it had just concentrated on the High Street and historic centre of the village.

It was reported there had been a number of discussions as to how the Design Code will fit with the Neighbourhood Plan and what type of codes can be included. It had been confirmed the Design Code can deal with commercial as well as residential development. It was stated there is still a large amount of work to be done to complete the Design Code and the Neighbourhood Plan Review.

It was noted the level of changes made to the Neighbourhood Plan would determine the approval process with significant changes requiring a referendum, to date the working group has expressed a preference to avoid a referendum but as work continues this may change.

It was reported the working group has not identified any new policies for inclusion or existing policies to be removed from the Plan at this stage.

It was suggested the Review may be completed in the next 6 to 9 months, longer if a referendum is required.

It was confirmed the working group has not taken a view on housing numbers for Tarporley, but it was noted that Tarporley has achieved the 300 allocated in the CW&C Local Plan. It was noted that Government reforms which were to create development zones are now under review again.

Settlement Boundary

It was understood changes to the settlement boundary would require a referendum if included in the Plan. To date altering the settlement boundary has not been discussed by the working group, although it was noted it had been kept tight when the Plan was made to

allow development which brought with it infrastructure benefits for the community adjacent to the boundary.

It was reported that the Parish Council had taken the view that the Nursing Home application, with the community car park did meet the very special circumstances required for permission to be granted under the Neighbourhood Plan. The application had been refused by CW&C on the basis the application could be accommodated elsewhere and therefore did not demonstrate very special circumstances.

It was noted the application has been resubmitted (21/02275/FUL) and is due to be considered by the Parish Council at their October meeting.

Infrastructure

It was noted a health centre and car parking is still high on the Parish Council's priorities and infrastructure list.

Possible Development

It was reported the landowner had been approached by companies wishing to obtain land for development, including for retail.

It was confirmed the Parish Council had not taken a stance on further retail development, a previous proposal to create a supermarket had been rejected by residents due to site specific concerns including highway access and safety and on the impact it would have on the independent retailers in the village. Since that time a lot of those retailers, bakers, florist and butchers had closed.

It had been recognised that the provision of vehicle charging points could be tied in with parking opportunities and encouraging spend in the village.

It was noted that employment levels and types of employment are likely to have changed in Tarporley over the last 12 to 18 months.

Affordable Homes

It was reported a disproportionately large number of Tarporley Residents moved into the Haddington Park development, both the full market and affordable elements. It was noted that the affordable elements of the Brook Road developments had been taken up by people from outside Tarporley as many local residents had not been eligible to apply for them.

It was noted the CW&C housing allocation policy had changed in April 2021 and that local residents were no longer given priority unless that had been written into a legal S106 agreement for the property. It was confirmed such an agreement was being drawn up for the properties being developed at Oat Hills Lea by the Waver Vale Housing Trust (20/04518/FUL).

Covid Impact

It was discussed that there will have been business and employment changes in Tarporley due to the pandemic, but they were not yet clear. Shops have changed hands, a pub has been converted into a gym, additional beauty salons have opened. There is a large number of empty offices on the High Street and at the Portal Business Park.

Parking remains an issue which needs to be addressed but whether less additional parking spaces are required than was previously calculated is not yet clear.

CW&C had previously identified a need for 50 to 100 additional parking spaces, a survey by a business owner in the village had identified a need for around 330 additional spaces, the

Parish Council's own research suggested a need for around 250 parking spaces. At that time the majority of existing spaces were taken up by employees in the village.

Tourist Economy

It was reported that Parish Council has been working for some time to promote the visitor or tourist economy in Tarporley and is working to create a website to prompt the village as well as working with the Sandstone Ridge to promote Tarporley as the heart of the Sandstone Ridge. It was also noted that the Ridge has been put forward for consideration as an Area of Outstanding Nature Beauty, ANOB, which is likely to attract more visitors to the area.

In addition, the Council is involved in an Arts Project to deliver public art in the village which again will be a visitor attraction.

Cheshire West & Chester Local Plan Conversation

It was noted the CW&C have just closed a consultation on the Local Plan, it was confirmed the Parish Council had not commented on the Plan at this stage but was likely to do so when more detail is provided.

Mr Bird and Coulson stated they would be willing to comment on the Neighbourhood Plan Review, it was confirmed that there would be consultation on any possible changes to the Plan in the future.

All were thanked for attending the meeting.

Ann Wright
28 09 21

Notes of Asset Integrity & Maintenance Working Group (via zoom)

Thursday 7th October 2021 Via Zoom.

Present

Catherine Helm, Lisa Miller, John Millington, Mark Ravenscroft, Peter Tavernor, Nigel Taylor.
Abigail Webb – Deputy Clerk, Ann Wright - Clerk,

Terms of Reference

The group approved the Terms of Reference objectives. It was agreed to include 'all structural and landscapes' to the objectives.

It was agreed that the group would be renamed the Asset Integrity and Maintenance Working group. The working group will encompass all the assets of the Parish Council such as street furniture (e.g. benches) and the new storage facility at the old WC. It was noted that bus shelters owned by the Parish Council also need to be included.

Inspection Rota

Although there is a rota in place for Councillors to conduct visual audits in the village, this is not happening. The rota needs to be refreshed to include a wider area such as Cemetery, woodlands at St Helen's Church and Brook Road Playing Field.

Councillors should be assigned a geographical location and be responsible for inspecting the area and reporting any issues relating to that area to the Clerk/Deputy Clerk.

Brook Road Maintenance

Brook Road maintenance is an agenda item at the October Parish Council meeting.

Points to be noted:

Beechwood previously quoted for the grass cutting: 31 cuts to football pitch with some collecting of fast-growing areas, 2 cuts in March then weekly cuts in April to Sept then 2 cuts in Oct, park areas to be cut fortnightly from March to Oct.

Their latest price against revised spec., 31 cuts to pitches and 17 to all other grass areas is almost the same price as before for all grass plus additional rate for other areas.

Beechwood's price for verti-draining has gone up by 26% since their last quote, this possibly reflects the STRI specification for tine diameter and depth (previously we did not define these parameters).

Beechwood's price for top dressing is a little higher than Dunkil, but overseeding is significantly cheaper. As these two items will generally be carried out together the combined price is best value.

Beechwood's price for cutting the newt habitat areas (annually) has gone up by 48% since their last quote. The original price may not have included the perimeter areas as well as the wildlife area.

Poppy Lane Maintenance

The Council has a contract with a maintenance company for Poppy Lane however there are several maintenance issues which require addressing. The contract is due for renewal in April 2022, and it needs reviewing as there has been a few changes made to the car park since the contract was awarded.

Action – Clerk / Deputy Clerk to look at drafting new maintenance schedule based on areas and lead councillor to be appointed to oversee/monitor maintenance of these areas.

Action – Clerk / Deputy Clerk to work with Catherine and Lisa to update tender specifications.

Abigail Webb

Notes of Play Area Working group (via zoom)

Thursday 14th October 2021 7pm

Present

TPC: Mark Ravenscroft, Lisa Miller, Ann Wright - Clerk, Abigail Webb – Deputy Clerk

Tarporley Community Centre: Linda Martin

Tarporley Carnival: Jim Webb

Mike Atkin, Siobahn Liddle

Apologies: Tony Yeates, Andy Hallows

Update

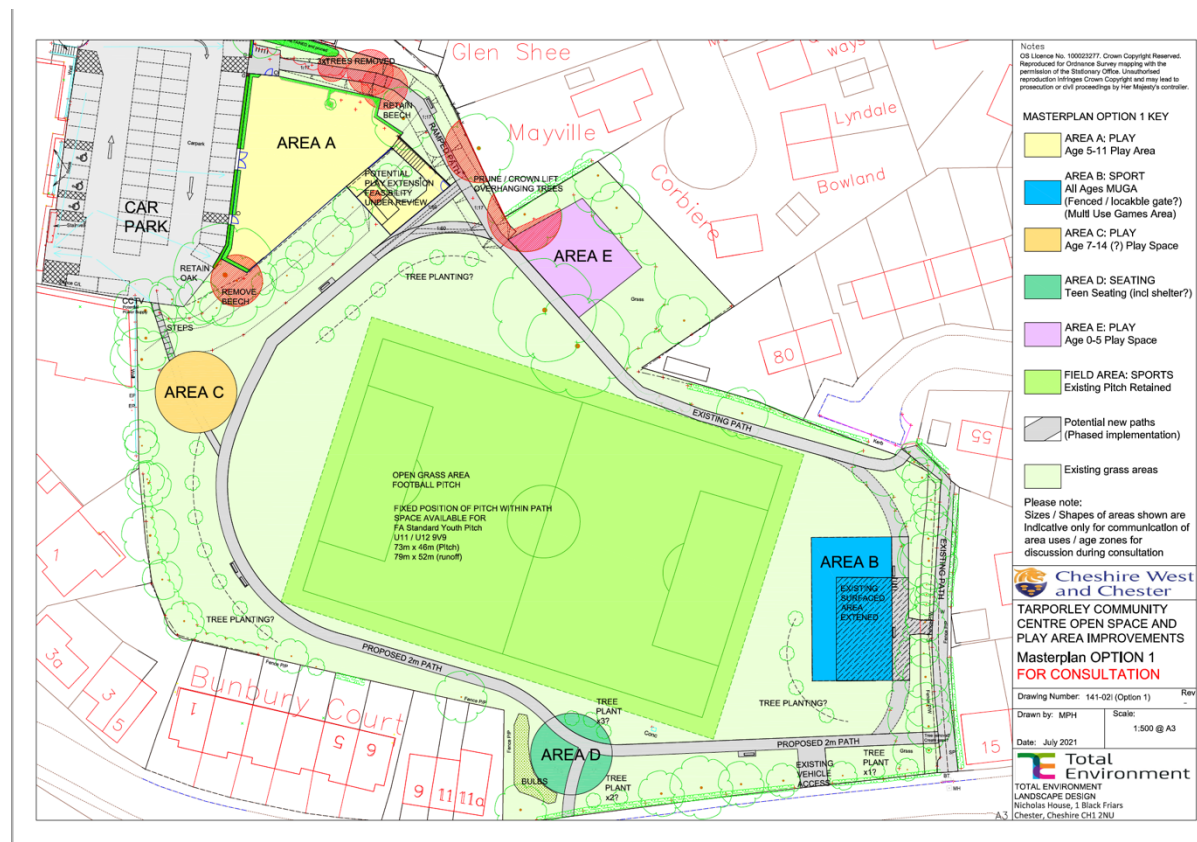
Mark welcomed Siobahn to the group.

Mark provided an update with regards to the play area consultation that had taken place over the summer. A paper copy of the survey had been hand delivered to every household in the village along with a link to an on-line survey.

There was a total of 71 responses to the survey and option 1 and 2 were the two top options.

Decision

It was agreed that Option 1 would be the preferred option of the working group.



Area A – dedicated area for 5-11.

Lisa and Siobahn will liaise with the primary school with regards to what equipment would be suitable in this existing area.

Area B – MUGA – All ages

Contact will be made with Mrs Helsby at the High School to discuss this option. Siobahn stated that if it is not a full size MUGA, it cannot be hired out by groups such as netball clubs etc. There could be a chance that if it is only a small MUGA it could end up in disrepair. This will be discussed with Mike Holmes with regards to size of MUGA and best practice.

Area C – This area will have a similar climbing frame to the one in Brook Road and a swing.

Area D – Mrs Helbsy will be contacted from the High School to discuss sitting in area D.

Area E – Pre-school children. Mike Atkin will liaise with other parents from the Pre School to ask what their preferences would be in this newly created area. From initial discussions, a sandpit is very popular but this may need ongoing maintenance which there is no funding for at the moment.

Planning Permission

Abbie to contact Mike Holmes re planning permission for change of use of field and trees.


Lease

Before planning permission can be applied for, the lease needs to be in place between Tarporley Community Centre and Tarporley Parish Council.

Funding

The working group will aim to submit a grant application form to FCC for the Easter 2022 deadline. The National Lottery Funding accepts applications all year round.

Date of next meeting – Thursday 11th November at 7pm.



Notes of informal briefing on CW&C Supplementary Planning Document: House Extensions and Domestic Outbuildings (January 2021)

18th October by Zoom.

Present:

CW&C – Steve Lewis – Principal Planning Officer.

Tarporley Parish Council – Gill Clough, Lisa Miller, Mark Ravenscroft.

Tattenhall & District Parish Council – Pat Black, Stephen Hornby.

Tilston Parish Council – Neil Ritchie.

Clerk – Ann Wright.

Please Note – These notes are an attempt to summarise and clarify aspects of the SPD, they do not necessarily reflect its full wording and context. As such to fully understand the SPD it should be read as a whole taking account of its exact wording in relation to any particular aspect so as to avoid misinterpretations.

Purpose of meeting: Briefing on CW&C Supplementary Planning Document: House Extensions and Domestic Outbuildings (January 2021)

Delays to Planning Applications

It was noted that applications are delayed before being allocated to an officer, the oldest outstanding application was submitted 130 days previously. Planning officers are working to clear applications and have a target of 56 days (or other agreed timescale) for applications to be dealt with. They have recently trialled sifting out the straight-forward ones to try to reduce the delays for proposals complying with Local Plan policies as submitted and reducing the number of outstanding cases.

It was reported that the number of applications increased during the lockdown. At one point, applications for extensions were double their normal numbers. The number of applications continues to be up by a third, while the planning department resources have not yet been able to be increased accordingly.

House Extensions and Domestic Outbuildings (January 2021)

It was noted that the following policies deal with housing extensions:

Local Plan Part 1 – which includes strategic or general planning policies

ENV 6 – Design and character.

Local Plan Part 2 – which provides policy detail.

DM3 – Design, character, and visual impact.

DM21 – Development within the curtilage of a property.

Local Plan Policy DM21

Policy states extensions should be subordinate to the property and not exceed 30% of the size of the original floorspace of building.

Replacement dwellings should not be significantly larger than the original dwelling, defined as no more than 30% larger than the property to be replaced, unless in the green belt where it should not be materially larger, defined as no more than 10% larger.

The reasons for restricting the size of increases in dwellings include helping to maintain the character and appearance of original buildings, and the need to retain a range of properties sizes in rural areas (not just build huge mansions) to enable a diverse and inclusive

community in the countryside. It was noted that having a large plot to develop does not result in a large property being approved. (See DM21 Explanation:Restricting the size of new development within the curtilage of a dwelling house will help maintain the following: the character and appearance of the original buildings and their surroundings; the character of a variety of dwelling sizes; and a range of dwelling sizes and types to enable a diverse and inclusive community in the countryside; and the openness of the Green Belt.)

There are similar 30% increase guideline for extensions as well as replacement buildings (although this is reduced to 10% for replacement dwellings in the GB). However, in line with national planning policy advice, extension increases are related to the original building, whereas replacement increases are related to the existing building. This could, in some instances, encourage the replacement of existing extended dwellings to enable larger total increases over the original building.

It was also noted there are calls for VAT rates to be the same for extensions and for new builds.

It was noted when extending a property, the extension needs to be in keeping with the character and appearance of the property, as well as being subordinate to it. When creating a new build, it does not need to reflect the character of the building it is replacing but must be in keeping with surrounding area.

It was reported that CW&C has previously run an agents' forum, meeting with agents and architects to discuss planning matters. These have not taken place during the lockdown, but that Rob Charnley, Head of Planning, has written to these agents to start the dialogue again. He has explained the current position and clarified the part agents can play in helping to reduce delays in determining applications.

The Supplementary Planning Document (SPD) explains how the above policies should be applied and their requirements. It was confirmed the SPD will be subject to review and amendment in the future. Extensions should be:

- In keeping with the character and appearance of the original building.
- Subordinate to the original building.
- In keeping with the surrounding properties and street scene.

The SPD replaces the 3 previous documents from the legacy authorities (Chester City, Vale Royal, Ellesmere Port & Neston) which were conflicting in places.

The SPD includes the following sections:

- Introduction providing background and what it hopes to achieve
- Relevant Policy
- General Principles
- Practical examples/Principles.

The SPD primarily deals with visual amenity, residential amenity, and parking issues.

It was explained that all house extension applications are initially judged on the following criteria:

- 1) Visual impact on the house and street scene.
- 2) Impact on neighbouring properties, light, outlook and overlooking
- 3) Highways inc. parking allocations.

Fallback Position

The fallback position (of what would be allowed under permitted development rights) is a material consideration when considering a planning application.

For example, if an extension can be built under permitted development (PD) rights that is slightly lower than that being applied for, this needs to be taken into consideration, and to assess whether the additional height makes a significant difference.

Permitted Development (PD)

When development is allowed under PD, planning conditions cannot be applied to the development, as they can when planning permission is sought and granted.

For example, if a single storey flat roof extension is allowed through PD, conditions cannot be applied to prevent it being used as a balcony or deck, whereas such conditions can be imposed as part of a planning approval.

The SPD document's main section provides guidance on the various types of extensions that can be applied for and sets out the ones which are most likely to be supported. However, applications which accord with the SPD are not automatically approved.

For example, a rear extension to a terrace house may accord with the SPD but when in place if the properties have the traditional outriggers at the rear the proposed extension may result in unacceptable loss of light and outlook (due to an oppressive tunnelling' effect) to the neighbouring property and will therefore be refused.

45° Line Guidance

A 2-storey extension will generally be approved if it does not project beyond a 45° line from the corner of the closest wall of a neighbouring property which contains a habitable room (at ground or first floor level). If it projects beyond that, it requires careful assessment to see if there are particular circumstances mitigating the harm upon the residential amenities of neighbouring properties. This is a key difference from the previous guidance of the Vale Royal Council SPD, which was based on 45° from the centre of the window from that room, but similar to that of the Chester District Council SPD.

It was asked if this is impacting on a large number of planning applications given that people are looking to extend their homes and create more habitable space. It was confirmed that it is, as the previous SPDs would have, and that this is an example of the balance needed between enabling development and protecting residential amenity.

The change is regarded as simpler to understand by applicants and their agents and is also easier to measure than trying to measure from the centre of a window of a neighbouring property.

Side Extensions

It was noted that two storey side extensions to semi-detached properties can create a terracing effect, make the plot look cramped and change it's the street's character (e.g., from being row of semi-detached houses). Hence extensions should be set in 1m from the side boundary of the property. Setting at least the first floor of side extensions back 1m, having a lower ridge height (about 0.5m) and keeping its width to no more than half the width of the original house will generally result in it appearing subordinate to it.

It was confirmed if a side extension removes a required parking space, based on the parking SPD, this space normally needs to be reallocated elsewhere on the property.

Corner Plots

Properties on corner plots of land can be prominent and any applications need to be judged against the two roads that lead to the corner.

Front Extensions

Front extensions can have a big impact on the street scene and are often porches. Two storey front extensions will usually be inappropriate, as they would significantly change the character and appearance of the original building.

The SPD does not support wrap around front extensions which can diminish the existing property and not appear subordinate to it.

Rural Worker Dwellings

A 'rural workers dwelling' is one which has been provided as an exception to policies preventing new dwellings in the countryside through a planning permission, for a worker of a rural business essential at that location. It will be restricted for that purpose. A property that has historically been occupied by a rural worker does not become a 'rural worker's dwelling'.

Extensions to rural workers' dwellings are determined by the functional requirements of the building, not personnel need.

It was confirmed that when planning applications are submitted, their planning history is reviewed.

Roof Extensions

Roofscapes on estates are usually consistent in height etc and can be disrupted by roof extensions.

PD allows for box dormers and the authority has little control over their development, unlike when planning permission is required and dormers (where acceptable, and not usually at the front) will be required to be subordinate to the overall roof area. Street Character

It was explained if a street with 30 properties has one which is rendered, that does not set a precedent for others to be rendered. If that 1 property is out of keeping with the rest of the street, you would not add more properties to be out of keeping.

Conservation Areas & Green Belt

Roof extensions are not permitted under PD in conservation areas without planning permission. There are also limits on side extensions through PD.

There are no limits on PD in green belt areas.

Outbuildings

Outbuildings should be subordinate to and in character with the existing property.

Annexe accommodation should be dependent on the main property, see Local Plan policy DM21.

Green belt policy does not allow for development of outbuildings. CW&C takes a pragmatic approach to this and apply the following principles:

If the outbuilding is within 5m of the main property, the outbuilding will be treated as an extension and all extensions should not exceed the guideline of 30% of the floorspace of the original property.

When considering the 30% guideline, CW&C takes into account the floorspace of the property but can also take into account volume.

In general, large extensions are not permitted because outbuildings are being demolished. However, a material consideration might be that unattractive outbuildings or a reduced spread of buildings are being demolished as part of the development, therefore creating an improvement to the existing situation.

Boundary Treatments

Boundary treatments can form the character of a street or area.

A boundary fences up to 1m in height adjacent to a highway can be erected under PD, unless PD has been removed or an Article 4 is in place. Elsewhere the fence can be up to 2m in height e.g. in the back garden between properties.

It was noted that there is no definition of the term “adjacent to a highway”.

Parking

PD allows areas of a property next to the Highway to be hard surfaced to parking spaces so long as, where it is at least 5sqm, it does not cause surface water run-off into the public drains. The parking space should then include a soakaway or be permeable.

It was noted creating a parking space on your property does not always result in an additional parking space, as it can create an access which needs to be kept clear on the Highway and can lose an on-street space.

The parking SPD identifies the number of parking spaces required by a property based on the number of bedrooms. If an extension is added to a property that already has a shortfall in parking spaces, CW&C can only request additional spaces required because of the extension.

In general, dropped kerbs do not require planning permission on unclassified roads. CW&C can confirm if a road is classified or not. This is also true of widening existing gateways.

It was noted parking space sizes have been increased in the latest parking SPD to 2.5x5m.

Internal garage dimensions, if they are being counted as a parking space, are 3x6m.

Conversion of Agricultural buildings

In the past, Local Plan policies only allowed agricultural buildings to be converted for residential uses when employment uses were not possible. This has been changed to permit any conversions of structurally sound and ‘permanent construction’ buildings into residential properties. In recent years, PD has permitted the change of agricultural buildings to residential use. Initially, these rules were vague as to what type of agricultural building could be converted, however case law is now in place showing these buildings should be structurally sound and capable of conversion, so a store with no sides and just a roof cannot be converted (as it would effectively be the construction of a new building).

Character

It was discussed that care must be taken to judge an application without being influenced by personal taste.

When looking at the character of a property, the following are some of the elements taken into account:

- Building shape/form (including its roof design)
- Height and scale
- Materials
- Windows position and shape
- The property in its wider context:

- The space around it
- How it relates to other properties in the street/lane.

Precedent

If an application is approved which is contrary to the guidelines there has to be clear reasons why that decision has been made so as not to create a precedent.

It was noted most of planning is 'grey', rather than black and white, and that discretion is applied when weighting the importance of issues in deciding planning applications; planning policies, and the planning guidance use words like 'should' not 'must'.

Ann Wright
28 10 21

DRAFT

Notes of Tarporley Christmas (via zoom)
Monday 25th October 2021 6.30pm

Present (TPC)

Peter Tavernor, Gordon Pearson, Gill Clough, Mark Ravenscroft, Lisa Miller, John Millington, Catherine Helm, Andrew Wallace
 Abigail Webb – Deputy Clerk

Apologies - Jarina Khan, Andy Hallows, Danny Lloyd, Nigel Taylor

Timing on Saturday 4th: Possibilities for Decibellas and Hand bells being pursued (Gordon). Silverband hopefully do 2 sets at 1 and 3, with others to fit in; Decibellas ideally to precede community carols at 4. No need for carol sheets, Rector will have available and select.

Making Snowman Trail: Inflatable The Snowman 6ft purchased for Telephone box, and will need to do MDF cut outs for Frosty and Olaf; 7x smaller cut outs purchased for the woodland as well. 16 knitted snowmen will be available for shop windows, with us making point to include 'Skin Deep' after last years omission. Rather than cut out of Abominable Snowman, now proposed to have Big Foot footprints emerging from Cheese and wine shop and disappearing through side gate at Chestnut Pavilion.

Gingerbread House: Preference to use slated area again, so permission required (Peter to approach Latte-Da). Some repainting required (Gordon) and also a possibility Rachel will add some additional features. Olaf would also be in the same area and conclude the trail.

Winter planting: Concluded that 5x Xmas trees with roots would be purchased through the Rotary order and put in the square planters (Andrew). Other planters and Wedding Cake planters would be reviewed and refreshed nearer the time.

Santa – Still looking for someone to dress as Santa to open the event and stay for around 20 minutes. Andrew to pursue this further.

Santa's Letters – Catherine to re-word last years letter to include the snowmen trail.



Notes of Roundel Meeting

2nd November 2021, 2pm Community Centre

Councillors Mark Ravenscroft, Andy Hallows, Lisa Miller and Catherine Helm

PC Paul Gilchrest (PCPG)

CWaC Highways Ian Lovett (IL)

Purpose of meeting:

To find out about roundels and other possible speed-calming measures and discuss possible locations for speed-calming measures in the village, following request from PCPG to install roundels on the High Street.

Some relevant background info:

IL 'Facts'

- Monitoring carried out in Tarporley in the past was most likely done over a 24 hour period. The results of this monitoring on the High Street would have indicated that the 85th percentile speed was generally less than or equal to 24mph*. This meant that the High Street was eligible for the imposition of a 20mph speed limit.
- 20mph zones don't generally get enforced, they are self-enforcing, based on the speeds measured during speed monitoring*.
- DFT policy is to place roundels just next to the main speed limit signs, not next to the repeater signs or at any other locations. Neither CWaC nor the DFT would support the use of roundels with repeater signs, if they were being asked to fund them. However, the PC can do as it likes as it's paying.
- 60/70m visibility is required for roundels.
- Repairs to roundels will be carried out by CWaC, if they are required due to wear and tear or council activities. If a utility company digs one up then the utility company should replace it. If the PC puts down roundels, CWaC are obliged to keep them repaired even if the PC hasn't followed DFT guidance over locations.
- Roundels don't enable speed limit enforcement, the enforcement measures are the 600mm terminal signs.
- No speed warning signs can be put on rectangular signs.
- Good practice dictates that speed warning signs on poles are placed on both sides of the road, the poles have to be exactly opposite, which is why there isn't one on the LHS (going S just past Forest Road) as you come into the village from Rode Street, there's no pole exactly opposite the one on the RHS!
- The PC can apply to reassess the 20mph zone (see Possible PC Actions below).

IL Anecdotal evidence

- The main problem with roundels on the HS is the volume of parked cars, which will most likely obscure the roundels.
- The close proximity of the 30 and 20mph signs on the stretch from Rode Street can't be explained, but probably wouldn't happen now. It's not good practice.
- Roundel life might be 2 years on a busy street, 15 years on a quiet one.
- There's probably some research done by the TRRL about the efficacy of roundels. However, IL's perception is that they make no difference, especially if it's local people who are doing the speeding. On a major new route unfamiliar to the drivers,

they will work for a while. Apparently Moulton village in Northwich paid for some and the perception is that speeding is still the same.

- The signs that light up with smiley faces/speeds cost between about £7k and £8k if the council installs and runs them. Sometimes villages/towns buy their own, but by the time you've factored in insurance, power supply, contractors' costs and maintenance, and assuming no one sues you over any accidents etc. there's probably not much of a saving in going down the DIY route.

PCPG 'Facts'

- Residents regularly complain about speeding on the High Street.
- It's not possible for the police to carry out speed monitoring on the HS as the conditions don't allow for it e.g. no good line of sight, too many parked cars.

PCPG Anecdotal evidence

- The HS has to look and feel like a 20mph zone, but PCPG thinks it doesn't. The repeater signs are too small and easily missed. PCPG's preferred solution is to put roundels down. This will hopefully stop people complaining. He doesn't know if it will actually stop people speeding.
- PCPG's main concern is to stop complaints.
- If there are the signs that give you a smiley face/your speed in lights, PCPG thinks that after a few months people seem to stop seeing them and speeding resumes to pre-installation levels.

Possible PC Actions Discussed Preferred

Put roundels on the HS and village entrances, 12 roundels altogether. 5 roundels, one at each main entry point. Further locations on the HS were discussed with IL and PCPG at each location. Preferred identified locations are:

Location on High Street	Carriageway direction
1 approaching the community centre vehicular entrance	On the side going S
2 opposite Park Road exit onto the HS	One in each direction
1 at the entrance to the Done Room	On the side going N
1 next to Secrets Lingerie	On the side going S
1 opposite Millfield	On the side going S
1 at the Rising Sun car park junction	On the side going N

Definitely Worth Considering Apply to CWaC to reassess the 20mph zones.

At the N end of the village, the current signage is on the wrong side of the road, due to the pole problem. A good solution, which IL agreed with, would be to move the start of the 20mph zone further north. The location discussed was next to number 16, The Old Red Lion.

On the N side the new sign would be 'cranked' against the house (no. 16) and a new pole put in the opposite pavement.

The clerk can write to David Reeves requesting a reassessment and confirming that the PC will pay 50% of the implementation cost. These costs could be:

£1k for advertising the changes

£150 - £200 each for a pole if power supply required (not required if signs are within the existing lighting area)

£140 each sign

At the very least the PC could apply to move the 20mph sign from the N carriageway to the S carriageway. It would have to be attached to the lamp post outside the interiors shop opposite Papillon and the hanging basket removed.

At the S end of the village, move the 20mph zone further south to the business park on Nantwich Road.

Other options discussed

Put in signs indicating speed monitoring. No one knows if they can be put in a 20mph zone, so more research needed.

Train local people to do speed monitoring - thoughts were that a previous plan to do this wasn't supported. However, if registration numbers were recorded during this type of monitoring then the police can send a warning to 'offenders'. Apparently volunteers have been subject to abuse in such schemes (David Reeves is the contact for setting up such a scheme).

Possible Work Schedule

CWaC is going to re-do the double yellows and they need to close the HS for 4 consecutive nights to do this. They could do the roundels at the same time. Could the PC give them their preferred selection of dates for this work to be carried out?

The PC needs to ensure that the road is swept before the work is carried out. Lisa has the reference number for this work.

Brook Road

Apparently this has been discussed in the past and Abbie has notes of the meeting.

However, IL suggested we organise another on-site meeting with him to discuss traffic calming measures for Brook Road. At the same time it would be a good idea to investigate the possibility of erecting some signs for the car park.

Missing Sign

The 30mph sign is missing from Brook Road. IL said that if the PC writes to him he will provide a sign for this location. The PC needs to include a photo of the location in its correspondence.

Catherine Helm

Notes of Finance Working Group.**2nd November 2021, Virtually via Zoom.****Present:** John Millington, Gordon Pearson, Peter Tavernor, Nigel Taylor, Ann Wright (Clerk).**Purpose of meeting:** To review the council budget to date in preparation for setting the precept.Brook Road

Based on calculations prepared by JM it was expected that for next couple of financial years Brook Road maintenance would cost in the region of £20k per year due to additional works required to help establish the pitch. It was predicted the costs would reduce to around £15k possibly increasing again in the 5th year when additional pitch maintenance was likely to be required. It was noted that the calculations included costs for some works which are currently done by volunteers.

It was noted the maintenance until the end of this financial year (March 2022) would be covered from Brook Road funding and the £7k earmarked from Council funds.

It was discussed that the £20k can be found within the Council's existing budget:

- £7k already allocate in the current budget.
- £5k from removing large grant awards.
- £3k reduction in Christmas Budget
- £2k saving from ending HR support.
- £3k estimated income from Brook Road.

As such an inflationary increase to the precept was possible.

It was agreed that the Council need to consider earmark a fund which could be accrued over years to cover future maintenance and replacement of Council assets including play and gym equipment. It was also highlighted that at some point in the near future the Christmas lights were likely to need replacing.

Action – Clerk to develop expected 2021-2022 yearend figures and identify level of reserves.

It was hoped as well as kickstarting the above fund there would be enough resources to allow at least two major projects in the future.

Value for Money

The Clerk raised concerns regarding some projects and activities with high costs including footway and car park gritting. It was emphasized that there is a need to review projects periodically to make sure the Council is obtaining best value for money and that findings of these reviews need to be considered when looking at future projects.

It was noted the Council currently budgets a total of £5k for gritting, £3k for the car parks and £2k for the footpaths. It was noted that gritting is on the Council's November agenda for consideration.

It was recognised that the Council can suffer from 'project creep' and the need to be realistic when setting out on a project regarding costs and what resources/manpower are available.

Ann Wright
03 11 2021