

**MINUTES OF TARPORLEY PARISH COUNCIL MEETING  
HELD ON MONDAY 16<sup>th</sup> JANUARY 2023  
TARPORLEY PRIMARY SCHOOL, PARK ROAD, TARPORLEY.**

**Present**

Chairman – Cllr Gordon Pearson

Cllr Gill Clough

Cllr Andy Hallows

Cllr Catherine Helm

Cllr Danny Lloyd

Cllr Lisa Miller

Cllr John Millington

Cllr Mark Ravenscroft

Cllr Peter Tavernor

Cllr Nigel Taylor

Cllr Andrew Wallace

Clerk Ann Wright

Deputy Clerk Abigail Webb

**Other**

CW&C Cllr Eveleigh Moore Dutton.

Public – 1

**1. Apologies for Absence**

Cllr Jarina Khan – Childcare issue.

**2. Declaration of Interests**

Cllr Clough confirmed she is a part owner of land neighbouring the proposed site for planning application 21/04398/OUT, she confirmed she would not speak or vote on the matter.

**3. Public Participation**

CW&C Cllr Moore Dutton Report

The Council noted the report provided by CW&C Cllr Moore-Dutton, from page 267 Of the Minutes.

Grant Funding – Cllr Moore Dutton urged the Parish Council to make sure money being provided for the public benches and noticeboards is spent as soon as possible once it has been received and before purdah starts.

Planning Matters – It was confirmed she has objected in the strongest terms to application 22/04243/106 and called the application in for consideration by the Planning Committee. She confirmed she also objects to planning application 21/04398/OUT, land at Utkinton Road.

Bus Service – Cllr Moore Dutton confirmed that she had received an increasing number of complaints regarding the bus service, including cancellation of buses with no notice, buses running late and not stopping. These concerns have been raised with CW&C officers and the bus company.

Council Tax – Cllr Moore-Dutton confirmed she is due to have a further briefing with CW&C officers regarding the CW&C council tax, it is understood the Government expects council taxes to increase by at least 2.9% and adult social care by 2%, it is thought if such increases are not imposed other funding from central government may be cut on the basis the authority does not need the money.

**4. Minutes**

**Resolved 23/178** – That the Council approve the minutes of the meeting held on the 14<sup>th</sup> November 2022.

## 5. Minutes of Working Groups and Other Meetings

The Council noted the notes of working groups and other meetings, from page 269 of the minutes, including the notes of the Christmas review meeting held on the 9<sup>th</sup> January 2023.

## 6. Planning

### 1) Planning Register

The planning register was approved as circulated noting no objection had been submitted for application 22/04320/FUL, Eaton Hill House, Forest Road, Tarporley since publication of the agenda.

### 2) Planning Applications

**21/04398/OUT** – Outline planning application for 70 dwellings (with access considered) – Land at Utkinton Road, Tarporley.

**Resolved 23/179** – That the Council submit the following comments:

Tarporley Parish wishes to strongly object to this application on the same basis as the objection submitted 25<sup>th</sup> January 2022 because the amendments to the application do not address the basis of that objection.

The proposed application site is outside the settlement boundary and is detached from the village.

The proposed scale of the development will have a detrimental impact on the existing infrastructure in the village including highways and parking which are already under significant pressure.

The Parish Council is aware the existing sewerage system in the village is at capacity and is increasingly suffering power outages.

The development will also have a detrimental impact on the already overstretched services including the doctors surgeries.

The proposed site is in a highly visible and sensitive location at a key entrance to the village which provides a rural setting for the village. Development of this site would be highly detrimental to the character and setting of that location and will also have a detrimental impact on the setting of the adjacent listed building.

Given the current CW&C 5-year housing supply there is no housing need for this development.

As such the application is contrary to the Tarporley Neighbourhood Plan, including policies TEH2 and TEH5. The application is also contrary to policy Strat 9 of the CW&C Local Plan Part 1 and DM24 of the CW&C Local Plan Part 2.

The Parish Council also objects to the proposed vehicle access on Utkinton Road due to the nature of the road and volume of traffic it will create both accessing and exiting the site.

In addition, contrary to reports in the application, footways on both Utkinton Road and particularly Rode Street are not adequate for safe pedestrian usage, and in many places are impassable with a wheelchair or pram, as such these do not provide a safe walking route into the village.

**22/04243/106** - 19/00070/S73 removed condition 13 for affordable housing and replaced it with a supplement agreement and planning obligation for 195k. This application seeks to modify the planning of 195k as the assumptions which generated that number have materially changed – Legion Hall, High Street, Tarporley, CW6 0AR.

**Resolved 23/180** – The Parish Council strongly objects to this application and the loss of any funding towards affordable properties.

**22/04566/FUL** - Single storey and part two storey side extension. Single storey rear extension and first floor rear extensions, with replacement garage - amendments to 21/04926/FUL – 16 Birch Heath Road, Tarporley, CW6 9UR

**Resolved 23/181** – No objection.

### 3) Lead Planners

The following lead planners were noted:

Until 13<sup>th</sup> February – Cllrs Gill Clough, Lisa Miller & Andrew Wallace

Until 13<sup>th</sup> March – Cllrs Andy Hallows, Danny Lloyd & Pete Tavernor.

## 7. Cemetery Regulations

**Resolved 23/182** – That the Council approve the following changes to the Cemetery Regulations. Replacement of word ‘and’ with the word ‘or’ and to include the need to be resident in the village for at least 5 years during the previous 20 years.

*2.3. Interments and the purchase of the exclusive right of burial will be restricted to those whose normal place of residence is within the civil parish of Tarporley or was for at least 5 years in the last 20 years before his or her death and proof of such residence may be required. Exceptions may be allowed for persons with close connections with the civil parish of Tarporley as agreed in accordance with the Cemetery Management Committee Standing Orders.*

This will bring the Regulations in line with wording on the Cemetery Fees document and will allow those living in Tarporley to be buried in the Cemetery even if they have not lived in Tarporley for 5 years.

## 8. Farmers Lane Adoption

Councillors noted the response received from Taylor Wimpey which stated they hoped the sewers will be adopted by United Utilities at the end of this month having been delayed due to administrative issues after which the process for adopting the highway can be undertake. It was agreed to continue to monitor this matter.

## 9. Village Maintenance

A working group had reviewed the maintenance schedule and had made the following recommendations:

### Maintenance Contract - Schedule 1: Borders and Grassed Areas

#### Grass Cutting of verges

- *Eaton Road: adjacent to the main High School entrance and grass verges down to Cobbler's Cross*
- *Windsor Avenue grass verges*
- *Walker's Lane grass verges*
- *Bowmere Road grass verges*
- *Poppy Lane entrance*
- *Chestnut Pavilion mound*

#### Recommendation 1

- To stop the contract for fortnightly grass cutting in the above areas.

- To inform CWAC that TPC will no longer pay for the grass cutting service in the village (it is a CWAC responsibility to maintain the grass verges)
- To encourage residents to take ownership of the grass verges outside their property (write to them and explain the situation)
- To use a maintenance contractor on an ad hoc basis to maintain the grass verges

#### Burton Square and Island area

##### Recommendation 2

- To stop the contract for regular maintenance
- To form a small task and finish working group to establish and agree what work needs to be complete.

Suggestions so far include

- Remove a section of the laurel hedge so improve viability at the Utkinton Road/ Rode Street junction.
- Remove the conifers and some of the shrubs behind the laurel hedge.
- Reduce the height of the hedges surrounding the substation building.
- Keep the rose boarder but remove some of the dead shrubs behind it.
- The two trees behind the benches could be lifted (keeping the mistletoe).
- The work will be completed as a one-off piece of work and 3 quotes will be sought. It may be that a volunteer working group can do a lot of the work.

#### Poppy Lane Car Park

##### Recommendation 3

- To stop the contract for regular maintenance.
- To form a small task and finish group to establish and agree what work needs to be completed.
- The work will be carried out by a mixture of volunteers and a maintenance contractor (if required). Any paid work will be completed on an ad hoc basis.

##### Recommendation 4

- To obtain a day rate from 3 maintenance contractors who can be called upon on an ad hoc basis to carry out maintenance work as and when it is required.

**Resolved 23/183** – That the Council adopt these recommendations including the removal of the laurel hedge parallel to Utkinton Road.

#### CW&C Highways Maintenance

It was agreed the Clerk would write to the Chief Executive of CW&C copying in CW&C Cllr Moore Dutton regarding the variable and poor quality of repairs to potholes including on Eaton Road, Bowmere Road and Nantwich Road providing photographic evidence.

Cllr Moore Dutton confirmed that a new machine was to be trialled in Tarporley soon which should more effectively fill potholes. She confirmed she would inform the Parish Council of the trial areas so as to review its effectiveness.

### **10. Lighting Request**

It was reported that a resident had requested lighting on the path which runs along Poppy Lane where it turns for Oathills Drive noting the path to that point has 3 solar powered motion activated lights which provide adequate illumination. The resident had contacted CW&C who had said the cost of a light and installation was £1500 but they were unable to fund them.

It was agreed to defer this matter until a price had been obtained for widening the footpath towards the High Street and it was confirmed how many lights would be required.

It was noted there was a need to look at lighting in the village as a whole and prioritise areas which need additional lighting noting the Parish Council has received other requests for lighting.

## 11. Accounts & Payments

### 1) Accounts & Payments Half Year End

**Resolved 23/184** – That the Council approve the 3<sup>rd</sup> quarter end accounts and payments as on page 1 of the cash book including the below payments:

EDF	Storage Building Power	14.00
Marshall's PLC	2x Bollards for Lychgate	176.33
St Helen's PCC	Done Room Hire	10.00
H. Miller	Xmas Flyer Distribution	150.00
L. Miller	Reim: Bingo & Clothes Sale	210.38
PJ Hellmers Ltd	Cemetery - Grave Filling	186.00
Accounts Centre	Payroll (Nov)	24.00
A. Wright	Reim - Warm Hearts Sign	105.85
Beechwood Industries Ltd	Brook Road Grounds Maint	810.49
NatWest	Bank Charges - Brook Road Acct.	0.35
NatWest	Bank Charges - Main Account	13.30
P. Tavernor	Reim. Xmas	15.97
L Miller	Reim. Xmas	59.97
Creation Station	Xmas Crafts	100.00
Countrywide Grounds Maintenance	Grounds Maintenance	1012.40
PJ Hellmers Ltd	Gritting & Bollards	633.60
Gaskells	Cemetery & Brook Road Bins	186.11
Planning Portal	Fox Fir Tree Application	263.20
A. Wright	Reim: Various	87.38
Talkabout Publishing	Tarp Talk	151.20
L. Miller	Reim: Batteries	3.98
A. Webb	Reim: Zoom & Various Xmas	169.10
A. Webb	Salary	924.48
A. Wright	Salary	857.00
HMRC	Paye/Ni	228.56
Nest	Pension Contribution	274.30
Millie Chesters	Waymarker Illust. - Payment 1	200
Northwich Town Council	Xmas Trees, Lights & Maint	5208.00
EDF	Storage Building Power	14.00
NatWest	Bank Charges - Main Account	26.85

### 2) Accounts & Payments to date

**Resolved 23/185** – That the Council approve the accounts and payments and bank reconciliation as on page 32 of the cash book including the below payments:

PJ Hellmers Ltd	Gritting	2337.30
Accounts Centre	Payroll - December	24.00
A. Webb	Reim: Zoom & Xmas	68.98
Tarporley Community Centre	Room Hire - December	14.40

S. Tracey	Pest control	240.00
PJ Hellmers Ltd	Heras removal & disposal	60.00
SLCC	Membership Clerk (50%)	118.00
Gaskells	Cemetery & Brook Road Bins	145.02
Tarporley Community Centre	Room Hire - November	136.72
AL Rowlands	Grotto erection & removal	170.00
AL Rowlands	Park Road bench installation	150.00
Beechwood Industries	Brook Road Grounds Maint	810.49
Countrywide Grounds Maintenance	Grounds Maintenance	1012.40
A. Webb	Salary	924.48
A. Wright	Salary	857.20
HMRC	PAYE/NI	228.36
E. Ackerley	Grant Payment - Bluebell Bulbs	48.50
D. Thatcher	Refund Pre-Purchase	500.00
Nest	Pension Contribution	169.27
NatWest	Bank Charge - Main Account	9.42
NatWest	Bank Charge - Brook Road Acct	0.35
Elite Surfacing	Cemetery Path	13022.99
A. Wright	Reim. Google, Postage & Maps	121.99

**Resolved 23/186** – That the Council provide a donation of up to £500 to Tarporley Community Centre towards their crowd funding campaign for new double gazing and cavity wall insulation should it be required to achieve their crowd funding goal.

## 12. 2022-2023 Budget & Precept

### 1) Budget & Earmarking 2023-2024

**Resolved 23/187** – That the Council agree the following budget/earmarking and ringfencing of funds:

<b>OPEX:</b>	<b>2023-2024</b>
Salaries inc. HMRC/NEST	27,000
Admin - Consumables	9,000
Election	2,142
Meeting Rooms	1,000
Storage Building	1,000
General (MISC) Maintenance	5,000
Garden areas & other village maintenance	12,000
Play area inspections and maintenance	2,500
Brook Rd OS&R Maintenance	20,000
Public Rights of Way	2,000
Events ex Christmas	3,000
Xmas Events - annual costs	8,000
Road Closures	2,000
Grants paid out ("S137")	5,000
Footpaths & Car Parks	2,500
Sub-total	102,142
Cemetery maintenance/running costs	8,000

Sub-total	110,142
<b>CAPEX/Projects:</b>	
Project/s TBC	10,000
Play Area Refurbishment	75,000
<b>Total</b>	<b>195,142</b>

#### **Ring Fenced Funding 2023-2024**

Assets Maintenance & Renewal Fund	25,000.00
Brook Road S106	25,781.00
CIL	9,474.00
Play Area Fundraising	1,768.00
<b>Total</b>	<b>62,023.00</b>

#### **2) Precept 2023-2024**

**Resolved 23/188** – That the Council set the 2023-2024 Precept at £98,099 a 3% increase per Band D property.

#### **13. Coronation**

The Council considered the request to help fund and insure a street party of the King's Coronation. The Council noted that funding a street party would take funding away from providing entertainment and activities compared to if the event was held on the Community Centre Field or Brook Road.

It was agreed to organise a meeting with representatives of various organisations to discuss possible celebrations including the churches, organisers of the jubilee street party, schools, Rotary and 41 Clubs.

#### **14. 2023 Election**

It was noted the Council will have all out elections on Thursday 4<sup>th</sup> May and as such it was important to encourage people to stand for the Parish Council, it was agreed to hold a drop-in session at the Country Market at the beginning of March as well as post information on social media and in Tarporley talk.

It was agreed to hold the May Parish Council meeting which will be the Annual or First meeting of the Council on Tuesday 16<sup>th</sup> May.

**Meeting closed: 8.26pm.**

Signed:

Dated:

Ann Wright 17-01-2023

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

Monday 13<sup>th</sup> March 2023 - 7pm

Tarporley Primary School.

### Report of CW&C Cllr Moore Dutton

Happy New Year to you all. Let's hope that it is a year of hope and recovery

Currently I am, like many others, trying to catch up with a lot of work, mostly around contentious planning applications, highways matters and the budget.

I hope to bring you a small dose of good news around highways, particularly about the money my group got allocated at the last CWaC budget about a trial of a better method of repairing potholes.

I have been asked about the CWaC Council funding for highways repairs and maintenance and hope that the information below is of some use.

### COUNCIL TAX INCREASES

The table below shows the council tax increases that have been applied by Cheshire West and Chester Council since 2009.

The cumulative increase for the last 6 years is 25.94%. That reflects increases of 13.94% on basic council tax and 12% on the Adult Social Care precept. The increases in the Adult Social Care precept therefore represent 46% of the overall increase.

Year	CWAC Band D Equivalent £	Total Increase / Decrease %	Basic Council Tax Increase %	Adult Social Care Precept %
2009-10	£1,224.04	1.66%	1.66%	n/a
2010-11	£1,254.59	2.50%	2.50%	n/a
2011-12	£1,254.59	0.00%	0.00%	n/a
2012-13	£1,251.45	-0.25%	-0.25%	n/a
2013-14	£1,275.23	1.90%	1.90%	n/a
2014-15	£1,275.23	0.00%	0.00%	n/a
2015-16	£1,275.23	0.00%	0.00%	n/a
2016-17	£1,326.11	3.99%	1.99%	2.00%
2017-18	£1,379.02	3.99%	1.99%	2.00%
2018-19	£1,447.83	4.99%	2.99%	2.00%
2019-20	£1,520.08	4.99%	2.99%	2.00%
2020-21	£1,580.73	3.99%	1.99%	2.00%
2021-22	£1,659.61	4.99%	1.99%	3.00%
2022-23	£1,709.23	2.99%	1.99%	1.00%

As you are probably aware the years in which the increase was above the rate of inflation this was at the prompting of central government in recognition of the soaring costs of and demand for Adult Social Care. It was an increase applied almost universally by councils of all political colours.



### Highway Maintenance Budget

The Green columns represent the funding allocated from DfT.

This is the Maintenance block and incentive funding element as out base funding

The Pothole and challenge fund is an additional pot of money (not restricted to pothole repair ) available to addressing Maintenance interventions.

The Blue lines are the council owned Asst Recovery from Capital and although initially intended to be for Carriageway and footway has become a fund to maintain structures and City walls too and has been reduced over the years.

As you will see the total amount has remained more or less static until the 20/21 when the government recognised that the nation's roads were deteriorating badly and additional funding was made available to repair potholes. You will also notice that the main government funding stream, the Maintenance Block Capital fund has actually fallen over the same period. I have to report that the effects of inflation on items such as bitumen and fuel have taken a toll.

	2015/16	2016/17	2017/18	2018/19
<b>Maintenance Block Capital</b>	£ 7,951,000	£ 7,290,000	£ 7,069,000	£ 6,398,000
<b>DFT Incentive funding Capital</b>	£ -	£ -	£ -	£ 1,343,000
<b>total</b>	£ 7,951,000	£ 7,290,000	£ 7,069,000	£ 7,741,000
Difference				
<b>Pothole and Challenge Fund Capital</b>	£ -	£ -	£ 640,000	£ 1,392,000
<b>Council Owned Asset Recovery Capital</b>	£ 4,500,000	£ 4,000,000	£ 3,000,000	£ 3,000,000
<b>Totals</b>	£ 12,451,000	£ 11,290,000	£ 10,709,000	£ 12,133,000

2019/20	2020/21	2021/22	2022/23
£ 6,398,000	£ 6,398,000	£ 4,413,000	£ 4,413,000
£ 1,333,000	£ 1,333,000	£ 1,103,000	£ 1,103,000
£ 7,731,000	£ 7,731,000	£ 5,516,000	£ 5,516,000
£ 436,018	£ 5,581,000	£ 4,413,000	£ 4,413,000
£ 3,000,000	£ 3,000,000	£ 3,000,000	£ 3,000,000
£ 11,167,018	£ 16,312,000	£ 12,929,000	£ 12,929,000

Tarporley Parish Council Minute Book  
Committees, Working Groups and Other Meetings  
Presented at the January 2023 Meeting

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**Christmas Meeting via zoom**  
**Monday 21<sup>st</sup> November 2022 at 6.30pm**

**Present:**

Tarporley Parish Council – Peter Tavernor, Gill Clough, Lisa Miller, Mark Ravenscroft, Gordon Pearson, Catherine Helm, John Millington, Andy Hallows, Nigel Taylor, Abbie Webb (Deputy Clerk)

Christmas Tree Lights

The lights are on the trees and the electrician is coming this week to connect them to the power supply. As soon as they are connected, they will be switched on. The reindeer are in the store. They will be moved into position when they are connected to the power supply.

**Action** – The power supply from the Swan Hotel will not be available from next year so will need to address for next Christmas.

The lights on the trees outside Latte Da will also be switched on.

**Action** – Speak to Hilary Hughes re: access to power switch in garage

41 Christmas Trees

2 trees at bottom of steps by Latte Da

2 trees by grotto

2 trees by Gingerbread House

(1 tree may be needed for inside grotto on the 3<sup>rd</sup> December)

Gingerbread House

The Gingerbread House will be erected on Sunday 27<sup>th</sup> November. Volunteers available are Gordon, Nigel, Andrew, and Lisa

**Action** – Andrew to get trailer for 9:30am on Sunday to move the GBH into place.

**Action** – Planters and picket fence will be placed outside.

**Action** – Abbie to have the key to the GBH so she can access the letters to Santa

Grotto

Joe will install the grotto on Tuesday 29<sup>th</sup> November. The grotto will be dressed on Wednesday 30<sup>th</sup> by Pete, Mark, and Lisa.

**Action** – Catherine's chair to be moved Saturday morning and brought back that day.

**Action** – Catherine to check if she has a LED Christmas tree for inside grotto. If not, one of the 41 Christmas trees to be used for that day.

**Action** – Catherine to provide wrapped presents for under the tree.

**Action** – Pete to provide painting for walls and a rug for inside.

**Action** – Gill to provide a couple of small footstools (to be collected on Wednesday 30<sup>th</sup>)

**Action** – All – can any source a fire for the fireplace – if not, black plastic to be used.

Santa and Tickets

Santa and the elves will get ready in the Done Room. When the blessing is nearly finished, a message will be sent to tell Santa and Elves to walk through the woodlands and over to the grotto.

Tickets will be available from the TPC gazebo for a 30-minute slot to help reduce the queues.

8 tickets will be provided per half an hour. The marshals at the grotto will help to move families along to ensure that we get through everyone in the 30-minute slot. A tree will be

given to each family and the packs of sweets from the Chocolate Shop will be given to the older children and haribo for the smaller children.

**Action** – Change room hire from 11:30am to 11am to allow plenty of time for Santa and elves to get ready.

**Action** – Print out Santa tickets and 'non time specific' tickets in case queues go down quickly or any exceptional circumstances.

**Action** – Tickets will be available until 230pm but grotto will stay open until 3pm if needed.

**Action** – Mini trees to be stored in the grotto on Wednesday 30<sup>th</sup> November. At the event, half will be left by grotto to hand out to families and half will be at the TPC gazebo.

#### Letters to Santa

**Action** – a note needs to go on the Gingerbread House informing people of the dates as well as the flyer.

**Action** – Letter to be sent to the printers asap.

#### Gazebo

2 gazebos will be placed outside notice board in front of Latte Da for the Silver Band. 1 gazebo will be in place in front of TPC notice board for the Parish Council to use. Sandbags will be used as weights to keep the gazebos in place.

**Action** – Do we want a gazebo by the grotto in case of bad weather? Check weather nearer the time.

**Action** – An 'A' Board will be placed by TPC gazebo with details of the Christmas craft and face painting.

#### Silver Band

The Silver Band will be under 2 gazebo's and will be located in front of the notice board and bench by Latte Da.

**Action** – It was agreed that a payment of £250 should be given to the Silver Band for their time.

**Action** – Chairs to be collected from Primary School on Thursday 1<sup>st</sup> December.

**Action** – Ask Silver Band to play quieter / not as many members when the school choir is singing their songs.

**Action** – posters in notice board of the Art project to be removed before event.

#### Sandbags

Sandbags will be used to weigh the gazebo's down.

**Action** – move the sandbags from scout hut to Wheelie bins by slated area on Wednesday 30<sup>th</sup> November, ready for use on the 3<sup>rd</sup>.

#### Cones

Cones will be placed across the parking bays outside Latte Da and across the driveway to the Done Room on the morning of the event.

**Action** – Andy has 12 small cones that we can use. To be collected on Wednesday 30<sup>th</sup> November

**Action** – Letters to be sent to residents who live by Done Room to inform them about the cones.

#### Woodland

**Action** – Gordon and Nigel to put up fencing for reindeer.

**Action** – Pete and Mark to put snowman and stocking up

**Action** – Lights to go around trees. No additional batteries needed just yet.

#### Christmas Crafts

Christmas crafts will start at 12pm until 2pm. Crafts and face painting will be available on a first come first served basis.

Refreshments will be available from the Done Room.

Hattie will have a pre-loved sale table (all proceeds to the re-development of the play area).

2 local mums will have a candy floss stand (proceeds to help fundraise for 2 High School student to carry out charity work)

#### Stocking Trail

All the stockings will be placed into the High Street Shops around the 30<sup>th</sup> November. The flyer is to be handed in directly to the café to claim their gingerbread prize. If completed on the 3<sup>rd</sup>, an extra gift of a mini-Christmas tree will be given (collect from TPC gazebo)

**Action** – Abbie to make sure Ginger & Pickles and Latte Da have gingerbreads ready for the 3<sup>rd</sup> December and to make sure they keep hold of all the flyers so we can keep a count of how many people did the trail.

#### Mulled Wine and Cider stall

The Forresters Pub will provide mulled wine and cider at the event and will be located at the entrance of St Helen's (on the left-hand side, in front of bench).

Action – Abbie has asked if they have everything in place

#### Publicity and Marketing

Half of the leaflets have been delivered in the village already and the rest will be delivered this week.

**Action** – A poster promoting the event will be shared on Facebook tomorrow.

Abigail Webb  
22<sup>nd</sup> November 2022

## Notes of Warm Spaces Initiative Meeting

22<sup>nd</sup> November 2022, via Zoom

### Present:

Revd Jim Bridgman, Gill Clough, Rev Mark Elder, Danny Lloyd, Lisa Miller, Eveleigh Moore Dutton (CW&C), Ann Wright (Clerk).

### Purpose of meeting: To receive update Warm Spaces Initiative in Tarporley.

It was noted the Parish Council has agreed to purchase some signs for venues to use to advertise the fact they are open as warm spaces.

It was noted the Warm Hearted Tarporley flyers are being distributed around the village.

It was noted the Community Centre had held 2 sessions to date which had not been attended by any members of the public. It was agreed the weather has not yet got cold and that with a new initiative it takes time for people to take it up.

It was confirmed the Chapel had been running its usual sessions but had not had any extra attendees.

It was agreed the scheme needs to be promoted for its social aspects and for there to be repeat posts on social media to build up momentum.

It was agreed to try and promote activities at different sessions, suggestions included book swaps and jigsaws clubs.

It was agreed that the Clerk would contact the Citizens Advice Bureau, Social Prescribers, Weaver Vale Housing Trust and other organisations who might attend sessions which could be advertised in advance.

It was also agreed to put a post out on social media asking what activities they'd like to take part in and emphasize the sessions are open to anyone.

It was discussed if room thermometers and carbon monoxide monitors can be obtained to be given out at session.

It was noted the Chapel will be running its first soup and a roll session on Thursday.

It is an important consideration for all sessions is child and vulnerable person protection policies being in place.

It was agreed further updates can be provided by email and further meetings can be called as required.

### Schedule of Sessions:

Sunday	Church Services
Monday	5-7 – Tarporley Library
Tuesday	10 – Little Angels – Chapel 2 – Knit & Natter – Chapel
Wednesday	10.30 – 12.30 – Coffee & Chat – St Helen's
Thursday	5-7 – Tarporley Library
Friday	2.30-4.30 – Tarporley Community Centre Craven Room
Saturday	10-12 Coffee Morning - Chapel 1 <sup>st</sup> Saturday of Month – County Market – Tarporley Community Centre.

Ann Wright

23/11/22

## Notes of Councillors S106 Arts Project Update

1<sup>st</sup> December 2022

### Present:

Gill Clough                      Catherine Helm                      Mark Ravenscroft (MR)                      Peter Tavernor  
    Nigel Taylor                      Ann Wright (Clerk)

### Artists in Residence – Rachel Davies

#### Purpose of Meeting: To receive S106 Arts Project

Rachel Davies explained her vision for a temporary piece of art for Tarporley including community involvement which is a display of origami foxes.

The idea was that paper can be distributed to schools and other groups or picked up from shops for people to make the foxes which would be displayed all together.

It was agreed the phone box would be an excellent place for a display although it would need lighting and to be secured. It was discussed the phone box would make a good '**Art Box**' for future temporary displays.

It was discussed how many foxes could be made by the community for the display as to have a real impact a large number will be needed, noting 250 sunflower paintings were received.

It was suggested fox making workshops could be held in the Warm Hearted Tarporley sessions.

It was suggested a mirror could be installed in the Art Box to increase the impact.

It was agreed that large foxes could be produced and decorated by various organisations and also that ones could be hung from unused shop sign brackets. Although it was noted this would need additional funding to that agreed in the contract with RD.

It was discussed that the Santa's Grotto (wooden shed) could be used to display the project and could be adapted to have a large window in place of the door, making it into a 'Fox Den'.

The date of the launch was discussed as it was agreed early June would be appropriate given the elections and Coronation in May.

It was discussed that there are a number of elements which need to be organised to be part of the Trail Launch including:

- Displaying of origami foxes
- Creation and decoration of larger foxes
- Exhibition of art
- Children's trail including shops with small prize.

It was discussed that Children could have foxes pictures to colour or produce their own

pictures which could be displayed in shop windows while the adults art is in a formal exhibition.

It was discussed if the origami foxes could be personalised and possibly given names.

#### Actions

Rachel Davies agreed she would start contacting various organisations and groups about getting involved with the origami fox project.

It was agreed she would produce a briefing note to be agreed by the Councillors which can be distributed to the groups and will explain the project. It was agreed this note could include the instructions as to how to make an origami fox and be part of the second flyer for the art trail as a whole.

Rachel will discuss with contacts about getting help to extend the exhibition to beyond just her art which is likely to be 5 or 6 paintings.

It was discussed that it would be nice to have a Friday evening art exhibition followed by events on the High Street on the Saturday.

#### Next Meeting

To be called in January as required, noting in the meantime information can be circulated by email.

Ann Wright  
05 12 2022



**NOTES OF TARPORLEY PARISH COUNCIL INFORMAL DISCUSSION & BRIEFING SESSION  
HELD ON MONDAY 12<sup>th</sup> DECEMBER 2022 VIRTUALLY VIA ZOOM.**

**Present**

Chairman – Gordon Pearson

Gill Clough

Catherine Helm

Jarina Khan

Danny Lloyd

Lisa Miller

John Millington

Mark Ravenscroft

Peter Tavernor

Nigel Taylor

Andrew Wallace

Clerk Ann Wright

Deputy Clerk Abigail Webb

**Apologies**

Andy Hallows, Jarina Khan (lost connection).

**Lychgate Bollards**

It was reported the new bollards had been removed as they were too high for vehicles to drive over when they were down. Alternative bollards were discussed which are lifted out however there was some concern that they might go missing.

It was noted the permanent bollards had been positioned to allow pedestrian access at all times.

It was agreed to review where the private road signs could be installed.

It was agreed to install a chain across the access to see if that was successful and to fix a private road sign to it, it was suggested given the length of the chain required a light weight or plastic chain would be best to use.

**Village Centre – Planters, Benches & Noticeboards**

It was agreed that the Arts Working Group plus Cllr Miller would create a design for the area in front of the slated area, reviewing the planters, benches and notice boards.

It was noted the slated area is used during events including Christmas and this needs taking into account when drawing up the scheme along with the planned installation of the willow foxes.

It was agreed to review and cost lighting for the Fox Fir Tree, Chestnut Tree and a permanent power supply on the slated area.

It was agreed that a conversation should take place with the churches regarding the crib including its positioning.

It was agreed to purchase more reindeers for under the Chestnut tree.

**Grounds Maintenance**

It was noted that the working group had not yet reviewed the maintenance contract.

It was noted that Countrywide had cut back the roses at Burton Square, it was thought the maintenance contract excluded the roses, this will be checked.

**Brook Road Poop**

It was noted a small dog has been exercised on Brook Road and has been fouling in the Pond area. It was noted polite reminders had been posted on Facebook and included in the next Tarporley Talk that dogs are not allowed on the area.

It was agreed the Clerk would check on powers to persecute those taking dogs into the field.

It was agreed to install a wildlife camera in the pond area to get an idea of the wildlife there.

It was agreed to remove and dispose of the heras fencing on Brook Road before it becomes overgrown.

**Poppy Lane Path**

It was noted CW&C had agreed to provide a price for resurfacing of the path, the Clerk had also asked if Weaver Vale Royal Housing Trust would undertake the works if funded by the Parish Council, no response had been received to date.

It was noted CW&C had confirmed they could not adjust the streetlights along the path.

**Coloured Christmas Trees**

It was suggested that the coloured Christmas trees be adjusted to be on all day or from 7am until midnight. The Deputy Clerk will look into this.

**FP11**

The Clerk reported she had been unable to get a response from the landowner confirming the planned drainage works had been undertaken, it was agreed to proceed with path works.

**Arts Project**

It was noted a briefing would be circulated to councillors (attached) and that the Fox Fir Tree application had been submitted to CW&C.

**Coronation**

It was raised that an email had been received regarding how the Coronation will be marked and stating that the public wanted a street party on the High Street not Tarporley Community Centre playing field, the email stated the street party for the Jubilee had cost £7k and that these costs could be reduced in the Parish Council funded the road closure and covered the event insurance.

It was noted this will be discussed at the Council's January meeting.

**WhatsApp Group**

It was agreed should urgent action be required from either the Clerk or Deputy Clerk they should contact by phone in the first instance or email not via the group chat.

**Next Parish Council Meeting  
Monday 16th January 2023 at Tarporley Primary School**

## Arts Project Update

### Main commission (Fox Fur Tree) and 4 micro-commissions

Contracts all in place

Designs all agreed with respective landowners

Planning approval required for:

- Fox fur tree
- No 32 roof sculpture

Application will be submitted this week for the Fox Fur Tree. Further detailed information required before submission of planning application for the No 32 roof sculpture

### Willow Fox Family

Contract in place

Design agreed and work in progress.

Initial response from CWAC suggests planning application required. This is being challenged on the grounds on its temporary nature.

### New Tarporley Sign

Peter Willis commissioned

Design brief agreed

Initial proposal received, reviewed and feedback shared with Peter.

TPC will need to procure new metal frame to hold the picture

### Artist in Residence (Rachel Davies)

Contract in place

Work scope discussed and agreed with Rachel leading up to launch of the art trail (refer notes of meeting on 1<sup>st</sup> Dec):

- Engagement with assorted village organisations, resulting in:
  - Hundreds of origami foxes to be displayed in the phone box and new “fox’s den” (reconfigured Santa’s Grotto)
  - Creation, decoration and display of larger foxes
  - Children’s art trail
- Art exhibition

### Timing

The critical path is now down to submission and receipt of planning applications. The earliest date for launch of the Art Trail will be early June 2023.

### Budget

Cost forecasts still in line with approved budgets

	Description	S106 Funding	Add. Funding	Total
Cathy Newberry	To appoint lead artist/facilitator	2,700.00		2,700.00
Instar	Lead Artist for Project	7,000.00	2,400.00	9,400.00
Martin Smith	Main art	10,000.00	500.00	10,500.00
Rachel Davies	Artist in Residence		2,000.00	2,000.00
Micro-Commissions				
Rob Turner	Mosaic	2,000.00		2,000.00
Ian Campbell-Briggs	Iron sculpture	2,000.00	500.00	2,500.00
Instar	Manhole cover	2,000.00		2,000.00
TBC	Waymarker	2,000.00		2,000.00
Sarah Hayes	Willow Sculpture		2,000.00	2,000.00
Peter Willis	Tarporley Sign		2,000.00	2,000.00
Miscellaneous				
Various x2	Mileage for interviews	123.00		
				0.00
		27,823.00	9,400.00	37,223.00

S106 arts funding budget : £28,883.75

Mark Ravenscroft

6<sup>th</sup> Dec 2022

**Notes of Informal Meeting with Tarporley Business Club****13<sup>th</sup> December, via Zoom****Present:** Matthew Pridd, Abbie Webb (Deputy Clerk), Ann Wright (Clerk).**Purpose of meeting: To discuss Parish Council links with charities.**

Matthew Pridd explained the Business Club had started roughly two years ago and met via Zoom to share ideas, support and network.

The Group now meets in person in The Swan.

The organisation is not for profit and is looking to give funding to worthy local causes and is interested in running events to raise funds and offer match funding.

It was explained that the Parish Council gives grants to local groups and organisations which serve the community some of which are registered charities.

It was noted the Community Centre is currently seeking support for their crowd funding for new windows, it was reported if they reach a set target CW&C will provide match funding.

It was reported the Parish Council is looking for funding and has run a couple of fund-raising events to replace the play area at the rear of the Community Centre.

It was highlighted that the Council will be subject to an all-out election in May 2023 if any of the Club members would be interested in standing.

It was also asked what the Business Club's thoughts would be about marking the Coronation, noting the majority of the Club's members are not based on the High Street.

Ann Wright  
15/12/22

**Notes of Play Area Refurbishment Working Group – Funding Meeting  
19<sup>th</sup> December 2022 at Tarporley Community Centre.**

**Present:**

Lisa Miller (TPC<sup>1</sup>), Linda Martin (TCC<sup>2</sup>), Tony Yeates (TCC), Ann Wright (Clerk), Stephen Wright (Grant Funding Skills Ltd).

Apologies Mark Ravenscroft (TPC)

**Purpose of meeting: To discuss fund raising for play area project.**

Lease

It was noted that a long-term lease will need to be in place before a grant application can be made to FCC or other grant providers.

It was noted much of the preparation for the lease had already been done however TCC's solicitor had recommended an agreement to lease be agreed which would be finalised when the works were due to start and when the areas to be leased had been identified.

It was discussed that the lease should include all areas where works are planned even if the works are phased.

It was agreed TCC would contact their solicitors again.

Planning Permission

It was noted that any required planning permissions would also need to be in place before grant applications can proceed. The Clerk will pursue what permissions are required early in the new year.

Funding Sources

It was noted funding sources evolve and change.

The project is estimated to cost approx. £280K.

FCC offer grants up to £100k however applying for the full amount would be high risk a better amount to apply for would be around £75k.

Viola offers grants up to £75k.

National Lottery is a non-starter as it tends not to fund play areas however Awards for All which offers grants up to £10k could be applied for to fund a part of the project, possibly the footpath.

Sport England is currently in flux and concentrates on sport rather than play.

The Parish Council is looking to provide a significant amount of funding which will be agreed at its January meeting.

There are also smaller trusts and grant providers as well as fundraising.

It was noted repeat applications can be submitted to FCC, as such different parts of the project could be applied for over time.

It was also noted that only 1 quote is required for FCC applications.

It was noted that funding had been obtained from the Police & Crime Commissioners Fund for the design works to date.

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<sup>1</sup> Tarporley Parish Council

<sup>2</sup> Tarporley Community Centre

Letters of Support

The important of letters of support to be included in the grant applications was stressed and the following were identified as good sources for letters. Mr Wright confirmed he would provide bullet points of key things to include in letters.

- Primary & Secondary Schools
- Pre-School (Done Room)
- Tarporley Community Centre
- Tarporley Community Centre users inc. baby groups
- Police
- Uniform Groups (Rainbows, Brownies, Scouts etc)
- NCT
- Junior Football Clubs
- Rotary (Carnival)
- Army Cadets
- CW&C
- Doctors

Ann Wright  
20/12/22.

**Notes of Finance Working Group.****5<sup>th</sup> January 2023, Virtually via Zoom.****Present:** Gill Clough, Lisa Miller, John Millington, Peter Tavernor, Nigel Taylor, Ann Wright (Clerk).**Purpose of meeting: To review the council budget in preparation for setting the precept.**

The working group reviewed the draft budget which had been prepared and discussed the following points:

**Maintenance**

It was noted that the maintenance schedule is due to be reviewed as there were concerns regarding the cost of maintenance of a limited number of grass verges. It was suggested this maintenance could be reduced or possibly stopped and reviewed and reinstated if required. It was noted that Burton Square requires some maintenance as does Cobbler Cross, it was also suggested the area behind Burton Square could be left as a wild area. It was agreed to reduce the maintenance budget (line 9) to £12k.

**Public Rights of Way**

It was agreed to raise this budget (line 13) to £2k.

**Brook Road Account/S106 Funding**

The Clerk confirmed she would check if the S106 funds from Brook Road had been included in the calculations.

**Play Area Funding**

It was agreed to the money raised for the play area needed to be specifically ringfenced.

**Precept**

Given the figures presented and the income from Brook Road it was agreed a precept of £98K was reasonable which would be a 3% increase per band D property.

It was noted that the number of Band D equivalent properties had reduced therefore reducing the Council's tax base.

It was noted that the small percentage increase allowed real and significant investment in the play area project as well as allowing for future community events.

**Recommendation**

That the Council request a Precept of £98,099.00 a 3% increase per Band D property.

Ann Wright  
06 01 2023



**Christmas Meeting via zoom****Monday 9<sup>th</sup> January 2023 at 6.30pm****Present:**

Tarporley Parish Council – Peter Tavernor, Lisa Miller, Gordon Pearson, Andrew Wallace, Abbie Webb (Deputy Clerk)

Apologies Gill Clough, Mark Ravenscroft, Catherine Helm, John Millington, Andy Hallows, Nigel Taylor

**Review of Event**

Overall, the event went very well. The new time (12pm – 2pm) seemed to work much better as opposed to 4pm – 6pm and it was suggested that we replicate this format for 2023 (Saturday 2<sup>nd</sup> December 2023).

The Santa's grotto had a steady flow of visitors and the tickets seem to keep the queues at bay (a special thanks to Andrew, Anne and Tess for all their hard work at the grotto) The reindeer was popular again and the face painting and refreshments / pre-loved sale. The Silver Band and the blessing of the crib / school choir brought a real buzz to the High Street and crowds gathered.

**Things to change in 2023**

Once the silver band stopped place, it seemed a bit flat with no music

**Action** – Ask Decibellas Choir to attend and sing once the Silver Band have finished.

**Action** – Rotary float to park by Woodlands and place Christmas music once choir has finished.

To provide some activities for people who do not have children to visit grotto / reindeer, more stalls need to sell Christmas presents, food etc

**Action** – Speak to Primary School to ask if they would like to combine their Christmas Fair with the TPC event. The stalls would be in the woodland area.

Many parents asked if they could donate money to attend the grotto

**Action** – donation bucket to be put outside grotto (funds to play area or similar)

**Action** – A new outfit for Santa is needed.

The refreshments at the Done Room were busy for the whole of the event so this will be repeated at the next event but more seating room will be made available (no stalls).

**Action** – Book face painter for Christmas event

The new silhouette crib outside the Baptist and Methodist Church looked really impressive.

**Action** – Discuss with church leaders whether an updated crib could be introduced that is more visible and better lit.

There were lots of positive comments regarding the 4 large Christmas trees but there is concern for how much they cost.

**Action** – this is to be reviewed to see if they can be purchased cheaper.

The morning of the event felt very rushed and tasks were not completed as well as they could have been due to the lack of marshals. During the blessing of the crib and the community singing, the overspill of people onto the road was accommodated by use of the parking spaces

**Action** – A cordoned walkway with marshals would enhance safety and control further

**Action** – more marshals needed for the event, particularly before and after the event.

**Action** – Contact volunteer list to ask whether anyone would be interested in getting involved.

### **Lighting and electrics**

A new power supply is needed for the new Fox tree and the Christmas tree at the entrance at St Helen's.

**Action** – Ann is meeting an electrician on 10 Jan to discuss the options.

The power supply to the trees outside Latte Da is still coming from the flats above the shops.

**Action** – A new power supply needs to be sourced so that TPC has full control over access is not dependent on a resident to make sure the switch is turned on in the garage.

New uplighters for the Chestnut tree are being considered and there may be an opportunity for a new power supply to be used for the Christmas tree on the Chestnut tree mound.

**Action** – set up a meeting with electrician from Northwich Town Council re: lighting options.

### **AOB**

**Action** – Contact businesses and landowner of Latte Da building to ask if they are happy for the grotto to stay in place until June 2023.

Abigail Webb  
10<sup>th</sup> January 2023