

**MINUTES OF TARPORLEY PARISH COUNCIL ANNUAL OR FIRST MEETING
HELD ON TUESDAY 16TH MAY 2023
SCHOOL ROOM, TARPOREY CHAPEL.**

Present

Chairman – Cllr Andrew Wallace

Cllr Gill Clough

Cllr Charlotte Hodgkinson

Cllr Andy Hallows

Cllr David Holmes

Cllr Lisa Miller

Cllr John Millington

Cllr Mark Ravenscroft

Cllr Nigel Taylor

Clerk Ann Wright

Deputy Clerk Abigail Webb

Other

CW&C Cllr Charles Hardy

Public – 0

1. Chairman

Resolved 23/203 – That the Council appoint Cllr Andrew Wallace as Chairman for the Council year 2023-2024. Cllr Wallace signed the acceptance of office.

2. Vice Chairman

Resolved 23/204 – That the Council appoint Cllr Andy Hallows as Vice Chairman for the Council year 2023-2024. Cllr Hallows signed the acceptance of office.

3. Apologies for Absence

Cllr David Harrison – family commitment

Cllr Catherine Helm - family commitment

Cllr Peter Tavernor – family commitment

CW&C Cllr Hardy who will attend as soon as possible.

4. Declaration of Interests

A dispensation was granted for the meeting allowing Cllr John Millington to take part and vote on discussions relating to Brook Road Playing Field.

5. Public Participation

Request for Goal Posts

The Clerk read an email from a resident requesting permanent or semipermanent goal post to be erected on Brook Road or the Community Centre playing fields for recreation use stating goalposts are in situ in other villages and that it would encourage young people to play football. The Clerk reported she had responded saying that one of the reasons they were not permanently in place on Brook Road was to avoid erosion of the pitch. It was agreed the matter would be formally considered at the Council's July meeting noting there are plans to include a multi-use games goal end on the Community Centre playing field as part of the play area update.

Grass Verges

It was reported that residents had raised concerns regarding unmown verges in the village, it was confirmed these had been raised with CW&C officers who had advised they were adhering to 'No Mow May'. It was noted where unmown verges are causing a highway visibility issue they should be reported to CW&C. The Council will monitor the maintenance.

6. Minutes

Resolved 23/205 – That the Council approve the minutes of the meeting held on the 14th March 2023 as a true and proper record and that the Chairman sign the minutes and also the minutes of the January meeting which had been approved but not signed.

7. Minutes of Working Groups and Other Meetings

The Council noted the notes of working groups and other meetings, from page 315 of the minutes, including the notes of the Arts S106 meeting held on the 9th May and the Portal Woodlands meeting held 11th May and the Burton Square site visit notes.

8. General Power of Competence

Resolved 23/206 – That the Parish Council hereby confirms it has met the eligibility criteria for adoption of a General Power of Competence as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012.

Resolved 23/207 – That the Parish Council resolve to adopt the General Power of Competence.

9. Planning

1) Planning Register

The planning register was approved as circulated.

2) Planning Applications

23/01275/FUL & 23/01276/LBC – Internal & external alterations, single storey rear extension to annex, demolish existing rear lean-to extension & erect new flat roof orangery, rear dormer extension, new windows & doors, re-roofing main house & outbuildings, create raised rear terrace, new front entrance canopy & stone steps, new outbuilding shutter doors, alterations to driveway to include electric gates with stone pillars (max. height 2.1m) to front access - The Manor House, 66 High Street, Tarporley, CW6 0AG.

Resolved 23/208 – That the Council submit the following comments:

The Parish Council has no objection to the principle of updating the property but notes that The Manor House is in a highly visible and prominent position on the High Street and in a historically sensitive location close St Helen's Church.

As such the Parish Council requests that the Conservation Officer undertake a site visit when considering this application.

The Parish Council asks that particular careful consideration is given to the proposed leaded windows and front porch and the impact these will have on the character of the building and wider area.

We request that the style/character of the roof covering this late 16th century house which is laid in diminishing courses and reflective of early roofing is retained.

We also ask that style of the pedestrian gate which provides an open view to the front of the property is retained.

The Parish Council objects to the appearance of the electric gates proposed as they are out of keeping with the historically sensitive area and suggests a traditional timber gate would be more in-keeping, noting the Parish Council does not object to the gates being electric.

3) Lead Planners

Cllrs Harrison, Millington, Ravenscroft and Taylor were noted as lead planners until the July meeting.

10. Council Dates & Rota 2023-2024

Resolved 23/209 – That the Council agree the follow dates for council meetings during 2023-2024 noting the second Monday of every other month will be reserved for briefings and updates.

Monday 10th July Monday 11th September Monday 13th November
Monday 8th January Monday 11th March Monday 13th May

Resolved 23/210 – That the Council agree the below rota for 2023-2024 noting grant applications will be considered at our September meeting.

It was noted that the Deputy Clerk will lead on Tarporley Talk submissions with input from all councillors.

	Planning (Up to meeting date)	Surgery (night of meeting)	Maintenance	Meeting actions
June	David Harrison Mark Ravenscroft			
July	Nigel Taylor John Millington	Gill Clough Andy Hallows	David Holmes Lisa Miller Peter Tavernor	
August	Gill Clough Catherine Helm			
September	Andy Hallows Charlotte Hodgkinson	Catherine Helm David Harrison		Grants Applications
October			Catherine Helm Nigel Taylor Andrew Wallace	
November	David Holmes Lisa Miller Peter Tavernor Andrew Wallace	Charlotte Hodgkinson Lisa Miller		Budget Review
December	David Harrison Mark Ravenscroft			
January	Nigel Taylor John Millington	David Holmes John Millington	Gill Clough Andy Hallows Charlotte Hodgkinson	Precept
February	Gill Clough Catherine Helm Andy Hallows			
March	Charlotte Hodgkinson	Mark Ravenscroft Peter Tavernor		Asset Register Risk Assessment
April			David Harrison Mark Ravenscroft John Millington	
May	David Holmes Lisa Miller Peter Tavernor Andrew Wallace	Nigel Taylor Andrew Wallace		First Meeting Audit

11. Training

It was noted that a face-to-face training session will be held for all councillors on Monday 19th June from 7pm, venue to be confirmed.

12. Neighbourhood Plan Review

Councillors noted the notes of the meeting held on the 24th April with Louise Kirkup from Kirkwells, from page 322 of the Minutes. It was noted that rather than having a formal working group for this project all councillors should attend when topics are being discussed which they have an interest in.

Resolved 23/211 – that the Parish Council agree that the Neighbourhood Plan Review continues on the basis that the Review will look to update the Tarporley Neighbourhood Plan and bring into conformity with the CW&C Local Plans without incurring a referendum. That no major changes will be made to Plan policy unless during the Review process evidence is found to justify such changes.

The Clerk reported that she had spoken to Elliot Jodrell from Aecom regarding completing the Design Code as soon as possible, he is currently on leave but will circulate the latest draft of his return.

13. Annual Report

Resolved 23/212 – The Parish Council agree the Annual Report as circulated to be included in the next Tarporley Talk and posted on the Council's website, including the 2022-2023 Chairman's report which will be approved by the Chairman.

14. S106 Arts Project

Councillors noted the notes of various Arts S106 working group meetings. It had been hoped the Fox Fir Tree would be installed in early June along with some of the micro commissions and that a soft launch would take place on the 10th June. However, at this time it had not been possible to find an accredited highways engineer/company to carry out the installation as required by CW&C highways. As a result, a decision will need to be made within the next day or two as to whether the soft launch goes ahead.

15. Annual Governance & Accountability Return 2022-2023

1) Audit information inc. bank reconciliation, variances, and asset register

Resolved 23/213 – That the Council agreed the audit information as circulated, including the year end accounts and bank reconciliation page 34 of the cash book.

Resolved 23/214 – That the Council agree the updated asset register with the correct asset value of £228,983.

2) Report of Internal Auditor

Resolved 23/215 – That the Council agreed the internal audit report as circulated, page 35 of the Cash Book.

3) Governance Statement (Section 1) 2021-2022

Resolved 23/216 – That the Council answer YES to questions 1 to 8, noting question 9 is not applicable, of the Governance Statement as circulated, page 36 of the Cash Book.

4) Accounting Statement (Section 2)

Resolved 23/217 – That the Council agreed the accounting statement as circulated, page 37 of the cash Book.

16. Accounts & Payments

1) Accounts & Payments

Resolved 23/218 – That the Council approve the accounts, payments and bank reconciliation as on page 38 of the cash book including the below payments:

Talkabout Publishing	Tarp Talk Newsletter	151.20
PJ Hellmers Ltd	Gritting (March)	936.00
M. Ravenscroft	REIM: Bunting Fabric	78.20
L. Miller	REIM: Maintenance Tools	70.70
WJ Cookson	Deposit - 60s Band	100.00
LastMinuteMusicians.Com Ltd	Deposit - Band	116.00
A. Wright	Reim: Arts, woodlands, origami flyers	349.60
A. Wright	REIM: Google, wildflower seeds	49.77
A. Wright	Salary (March)	962.00
A. Webb	Salary (March)	924.48
A. Webb	Reim: Zoom, Paper	52.07
HMRC	Paye/Ni	123.56
P. Tavernor	REIM: Spray paint, wooden crowns	58.85
Gaskells	Brook Rd & Cemetery Bins	167.07
Tarporley Community Centre	Room Hire (March - Bingo)	40.00
Topwood	Paper shredding	54.00
A. Webb	REIM: Coronation Prizes	105.99
C. Helm	REIM: Plants & Compost	67.96
S. Tracey	Cemetery Pest Control	170.00
EDF	Storeroom Power	14.00
PJ Hellmers Ltd	Cemetery Grounds Maintenance	594.00
Accounts Centre	Payroll - April	24.00
Jack Millington	Leaflet Delivery - Trees & Art 2	150.00
A. Webb	REIM: Trail Flyers	23.54
Becky Brooks Singer	Coronation Performer	305.00
A. Webb	REIM: Brochure, Printing & Leads	562.94
Nest	Pension Contribution	169.27
NatWest	Main Account Bank Charge	9.80
NatWest	Brook Road Account Bank Charge	0.35
Beechwood Industries Ltd	Brook Road Grounds Maintenance	810.49
Play Inspection Company	Play Area Inspections	141.60
WJ Cookson	Payment - 60s Band	400.00
Liberty Promotions	Disco	325.00
Childwell Table & Chair Hire	Table & Chair Hire	1686.00
J. Millington	REIM: Flag	37.98
A. Wright	Salary (April)	962.00
A. Webb	Salary (April)	924.48
HMRC	Paye/Ni	123.56
Gaskells	Cemetery & Brook Road Bins	160.40
Nest	Pension Contribution	169.27
NatWest	Bank Charge - Main Account	17.22
NatWest	Bank Charge - Brook Road Account	0.35

Resolved 23/219 – That the Council approve the following payments:

Blackwells Stonecraft Ltd	Refund over payment Plot 113	38.00
SLCC	Planning Summit (Virtual)	36.00
Tarporley Carnival	Full Page Brochure Advert	100.00
A. Wright	REIM: Google, Land reg. searches x2	53.40
A. Webb	REIM: Zoom, various items coronation	73.01
Dutton Traffic Management Services	Coronation Road Closure	1104.00
Ian Diskin	REIM: Wood for coronation, software	136.58

2) Play Area Project Funds

Resolved 23/220 – That the Council agree the play area accounts as on page 39 of the Cash Book.

Resolved 23/221 – That the Council agree to establish a separate bank account for these funds in a post office or Lloyds account.

17. Annual Subscriptions

Resolved 23/222 – That the Council agree the following memberships/subscriptions:

Institute of Cemetery & Crematorium Management £95

Mid-Cheshire Footpath Society £8

15. Outside Body Appointments

Resolved 23/223 – That the Council make the following outside body appointments:

Arthur Meredith Memorial Charity – Gill Clough, Andrew Wallace

Rowecliffe Homes Trust – Gill Clough, David Holmes to attend but not as Trustees.

Tarporley Community Centre – Charlotte Hodgkinson and Lisa Miller to share membership.

The Council allowed CW&C Cllr Charles Hardy to speak as he had detained at other meetings and was not present for public participation.

CW&C Cllr Report

Cllr Hardy expressed his delight at being elected and stated he is passionate about being involved and requested he is notified of any events or activities being organised by the Parish Council.

He confirmed the biggest issue on the doorstep was potholes and asked the Parish Council to promote to residents how to report potholes online and to draw his attention to reported potholes which have not been actioned.

He was asked to confirm and provide updates on the various planning applications which were previously called in for consideration by the planning committee.

Resolved 23/224 – That the Council Part B and ask any member of the press or public to leave the meeting.

19. Brook Road Docks Removal

It was agreed to undertake a number of test areas to look at the best way to treat the Docks including the following areas: chemical/weed killing, removal and planting with other plants including fox gloves and an area where the docks and roots are dug out.

It was agreed a schedule needs to be developed of what needs to be done and when in the wildlife area for maintenance.

Cllrs Helm, Holmes and Millington will consult on the project and test areas and advise councillors of actions to be taken.

Meeting closed: 9.19pm.

Signed:

Dated:

Ann Wright 17-05-2023

**Next Scheduled Parish Council Meeting
Monday 10th July 2023 - 7pm
School Room, Tarporley Chapel**

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

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Notes of S106 Arts Project Discussion

11th April 2023

Present:

Gill Clough Lisa Miller John Millington Mark Ravenscroft Peter Tavernor

Nigel Taylor Ann Wright (Clerk)

Apologies – Catherine Helm.

Purpose of Meeting: Informal discussion on regarding project budget.

The Clerk explained that she had requested the meeting as a result of having to employ a structural engineer at a cost of approx. £600 for the installation of the Fox Trot on No. 32 and that this had raised concerns that installation of other items, particularly the Fox Fir Tree, may result in additional costs beyond the agreed budget.

It was unclear if the installation costs including the necessary groundworks had all been accounted for in the artists fees/contract. It was hoped that this would be resolved as a meeting schedule for the 18th April. It was agreed to ask if a qualified structural engineer had reviewed the installation requirements for the Fox Fir Tree.

It was noted that Highways had stated that there are no services under where the Fox Fir Tree is to be installed.

It was not clear if the land is in fact highways and would therefore require accredited contractors to carry out the installation works. It was noted that when the wooden semi-circular benches were installed it was understood the land from the gateposts towards the Church did not belong to highways (behind red line). It was agreed to check this with CW&C.



A discussion took place regarding the lighting and that Scottish Power had raised issues around installing power supplies to the Fox Fir Tree and Chestnut Tree. It was agreed the lighting of the Fox Fir would not be included in the S106 Arts budget but seen as a separate budget. It was noted that ducting should be installed at the same time as the Tree for the installation of lighting.

It was agreed the Council's spend of approximately £10k over 2 years to unlock almost £28k S106 Arts funding was justified.

The revised budget was informally agreed:

	Description	S106 Funding	Add. Funding	Total Budget	Forecast
Cathy Newberry	To appoint lead artist/facilitator	2,700.00		2,700.00	2,700
Instar	Lead Artist for Project	7,000.00	2,400.00	9,400.00	9,400
Martin Smith	Main art Fox Fir	10,000.00	500.00	10,500.00	10,500
Contractor	Ground Prep Fox Fir				500
Rachel Davies	Artist in Residence		2,000.00	2,000.00	2,000
Micro-Commissions					
Rob Turner	Mosaic	2,000.00		2,000.00	2,000
Ian Campbell-Briggs	Iron sculpture Fox Trot	2,000.00	500.00	2,500.00	2,500
Structural Engineer	Fox Trot				600
Instar	Manhole cover	2,000.00		2,000.00	2,000
TBC	Waymarker	2,000.00		2,000.00	2,000
Sarah Hayes	Willow Sculpture		2,000.00	2,000.00	2,000
Peter Willis	Tarporley Sign		2,000.00	2,000.00	350
Blacksmith	Tarporley signpost inc galv				635
Removal/Installation	Tarporley Sign				500
Miscellaneous					
Various x2	Mileage for interviews	123.00			123
Contingency					400
Total		27,823.00	9,400.00	37,223.00	38,208

Notes of S106 Arts Project Discussion**18th April 2023**

Present:

Trish Evans Cathy Newbery Mark Ravenscroft Martin Smith Peter
Tavernor

Ann Wright (Clerk)

Apologies – Catherine Helm Nigel Taylor

Purpose of Meeting: To discussion installation of Fox Fir Tree

It was noted the planning permission has now been granted by CW&C.

The planned installation date is Monday 5th June, Tuesday 6th June with the launch weekend on the 10 and 11th June.

Martin Confirmed he planned to create the ground plate after the tree has been installed. It was noted that the Parish Council is looking to install up lights to light the tree. It was agreed the ground plate can be made to accommodate the lighting; the foundation will need to include ducting for the power cables.

It was noted that there would need to be a temporary cover until the base is installed, this could be gravel or wildflowers. It was noted that whatever temporary service is installed will need to be secure so that it can't be kicked about.

It was confirmed the foundation for the Fox Fir will fit in the flower bed and should have limited impact on the surrounding paving setts. Once installed a decision can be taken whether the base plate sits on the setts.

It was agreed that it would be helpful if the foundation and ducting was installed end of May before the installation of the tree. It was agreed a local contractor could install the foundation and ducting.

Structural Integrity

It was asked if a structural engineer had assessed the structural integrity of the Fox Fir. It was confirmed the design has not been assessed by a structural engineer but was based on the skills and knowledge developed by Martin who has created numerous pieces of art which are still in situ. It was noted it is difficult to assess the structure until it has been made. It was confirmed all the components are overrated for their use, in addition to bolts the structure will be fixed on a deep foundation which is cemented into place.

Publicity

It was noted it would be good to have publicity going out in advance of the Fox Fir installation. It was also agreed to create a timelapse film of its installation on the day noting the need for permissions from those included on the film.

Launch

It was noted that no rooms had been booked for the launch in June. It was hoped this could be accommodated by gazebos on the High Street, The Chapel had been booked for the exhibition in September.

Actions

- Parish Council to clear small flower bed, BKV signs and Tarporley sign mid-May. *(emailed CH & LM)*
- Parish Council to confirm when bench is due for delivery. *(emailed 19/04/2023)*
- Parish Council contact insurance company regarding cover for Fox Fir Tree. *(emailed 19/04/2023)*
- Parish Council to contact Church about access to path to construct tree and installation dates. *(emailed 19/04/2023)*
- Parish Council to contact local contractor about clearing area and installation of foundation and other items. *(Emailed 19/04/2023)*
- Martin Smith to produce method statement for installation process including installation of foundation.
- Martin Smith to produce method statement and risk assessment for installation process.
- Martin Smith to undertake site visit to assess how/where structure can be levered into position.

The following matters were discussed by Mark Ravenscroft & Ann Wright (Clerk):

Tarporley Sign

Comments from councillors were considered and it was agreed the sign will include 2 foxes, both foxes to be set further back and to be painted with strong colours.

Mark Ravenscroft will discuss this with the artist.

The design for the post/frame to be ordered and design circulated to Councillors.

Launch Weekend

It was agreed a further meeting is required with Instar and Rachel Davies to discuss the launch on the weekend of the 10th and 11th June.

It was not clear which pieces of art would be installed ready for the weekend; this needs to be confirmed.

The wooden fox trail needs to be finalised.

A suggested meeting date of the 9th May will be circulated.

**Notes of meeting to Burton Square, Poppy Lane & Brook Road Maintenance
Wednesday 20th April 2023.**

Present

Gill Clough Catherine Helm Lisa Miller Mark Ravenscroft Abbie Webb
(Deputy Clerk) Ann Wright (Clerk).

Purpose of Meeting – To consider maintenance of Burton Square, Poppy Lane & Brook Road (Docs).

Burton Square

Borders

The meeting considered the future maintenance of the borders in the flat area around the flagpole and also on the embankment. It was noted that borders require high maintenance. It was suggested that the flat borders be dug out with plants being reused where possible and the border areas be grassed over and groups of bulbs planted.

It was noted the lawn area (front) will require mowing fortnightly while the rear area can be strimmed once a month.

Sandstone

It was agreed to leave the sandstone in place initially and if not appropriate this can be removed at another date.

Actions

It was agreed volunteers should start to remove plants that cannot be reused, however plants to be relocated including the roses and the reseeded will not take place until autumn to avoid the need for watering. If the works are too much for volunteers, especially the removal of larger plants and those planted on the embankment, prices can be obtained from contractors to undertake this work.

It was agreed the border which runs along Rode Street will not be altered.

Trees & Shrubs

It was noted there are some self-seeded and inappropriately planted trees which require removal and their roots killing. These are mostly positioned at the top/rear of the site. Prices will be obtained for these works.

Concern was raised about a large tree on the border of the site which is leaning over Rode Street. It was confirmed this had been reported to CW&C on a number of occasions but they were not willing to take responsibility for the tree.

Benches

It was noted the benches require removal, washing and treating.

It was agreed the benches should be moved forward and positioned where the borders are when the borders are removed in Autumn.

Hedges inc. Laurel

It was agreed the Laurel hedge will be removed after the nesting season and that the roots must be removed.

The hedge around the substation needs cutting back as far as possible and its height reduced by a couple of feet.

It was noted the land belongs to CW&C. As such a discussion should take place with CW&C about the works being proposed and a request be made to see if they can assist.

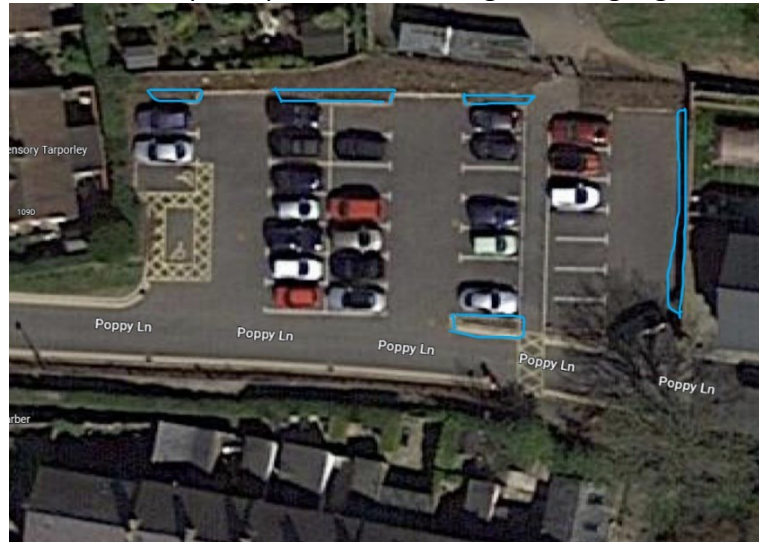
Poppy Lane

It was agreed until the Parish Council considers quotes for the path works and agrees whether the path is widened works to the border itself will be postponed.

It was raised who is responsible for hedge along the path which backs onto Coronation Terrace. The Clerk will investigate this.

It was agreed the iron bar needs removing from further up the path and the area grass seeding. These works need to be undertaken in autumn to avoid watering.

It was agreed to include in the path quotes tarmacking areas highlighted below:



It was discussed that there is need for a sign stating the car park is owned by the Parish Council.

Brook Road

It was noted that quotes have been requested for weed killing the docks.

Ann Wright
20th April 2023

Notes of Neighbourhood Plan and Design Code Meeting

24th April 2023 - conducted via Zoom.

Present:

Tarporley Parish Council: Nigel Taylor, Ann Wright (Clerk).

Kirkwells – Louise Kirkup

Purpose of meeting: To discuss how to complete Neighbourhood Plan Review.

It was noted that the Review has not really progressed in over a year and that there was a desire to undertake and conclude the Review.

It was noted that the size of the document makes it very difficult to review and consider all the options.

It was discussed that there have been changes to planning policy since work had started on the Review.

Design Code

It was reported the Group had been working with Aecom to produce a Design Code to replace the Village Design Statement and that the Clerk was due to speak to the person involved to discuss how this can be finalised as well.

It was noted that the Design Codes do not need to be included in the Neighbourhood Plan word for word but just referenced.

It was noted that CW&C are at the start of the process of reviewing their Local Plans and that 5 sites had been identified/proposed in Tarporley for future development which illustrates there is still pressure for more development in the area.

It was stated that changes in planning policies relating to business use with changes in classes and permitted development rights has made it harder to prevent the loss of business premises to dwellings in town centres.

It was noted the Council has received an application for Birch Heath¹ which had been refused but that a recent inspectors report while dismissing the appeal had stated that fact it was outside the settlement boundary was not a reason for refusal.

It was understood that Locality would be providing further funding for Plan Reviews for the next 12 months however that funding is not yet open for applications, and it is not clear how much funding will be available.

Local Green Spaces

These need to be reviewed and updated. It was confirmed work had already begun on this and that there was a need to measure the open space remaining on the Daffodil Field (Chestnut Grange). The Allotments will also need adjusting and Brook Road updating.

It was agreed that the views need to be reviewed in case any have changed as a result of development again work has started on this.

Review Process

It was agreed to work through the Plan in manageable sections with the aim of going out to formal consultation in Autumn this year. Work will need to be done to create a Statement of Modification, Consultation Statement and Basic Statement. CW&C will need to review / update the Strategic Environmental Assessment (SEA).

It was noted the new Census information can be used to update the Plan.

¹ 21/03535/FUL – Refused and appeal dismissed. 23/00075/FUL revised application.

All sections relating to the original consultation process behind the original Plan can be removed.

It was noted there is likely to be small tasks which need to be undertaken including assessing the number of vacant properties on the High Street.

It was agreed the review the Plan under the following headings:

- Introduction
- Economy
- Environment
- Housing
- Facilities

Appendices will be considered with the relevant sections above.

Changes which have taken place in Tarporley were discussed including:

- War Memorial Hospital no longer a Hospital but used by Countess of Chester Hospital as a base for outreach services.
- Oathills Lea redeveloped as affordable apartments.
- Tarporley being identified as the Heart of the Sandstone Ridge and campaign to have the Sandstone Ridge designated as an Area of Outstanding Natural Beauty (ANOB).

It was agreed it would be helpful to include the settlement boundary as agreed by CW&C on one of the maps.

It was suggested articles be included in Tarporley Talk and on social media about the Review asking residents if there is anything they wish to raise or comment on.

Designated Area

It was agreed the Clerk contact CW&C to confirm the Parish Council boundary to assess the any differences with the designated area.

Site Allocation

It was discussed that the biggest weakness to the Plan is the lack of site allocations as identified in the National Planning Policy Framework (NPPF). However, it was argued given the nature of the Plan policies and the housing supply position that it is not worth looking at site allocations at present noting this would trigger a referendum.

It was suggested a full review of the Plan including site allocations would be appropriate after CW&C revise their Local Plan.

Recommendation

To be consider at the Parish Council May meeting.

That the Parish Council agree that the Neighbourhood Plan Review continues on the basis that the Review will look to update the Tarporley Neighbourhood Plan and bring into conformity with the CW&C Local Plans without incurring a referendum.

That no major changes will be made to Plan policy unless during the Review process evidence is found to justify such changes.

Future Meeting Dates

Monday 12th June – 7pm – Zoom

Monday 26th June – 7pm – Zoom

Monday 17th July – 7pm – Zoom

Monday 14th August- 7pm – Zoom

Tuesday 5th September – 7pm- Zoom

Notes of S106 Arts Project Discussion

9th May 2023

Present:

Rachel Davies	Trish Evans	Nick Humphreys	Cathy Newbery
Mark Ravenscroft	Martin Smith	Peter Tavernor	Nigel Taylor
Ann Wright (Clerk)			

Apologies – Catherine Helm

Purpose of Meeting: To discussion June 'Soft' Launch.

Origami Foxes

Rachel Davies confirmed she now has over 1500 foxes of which 700 have already been strung ready for installation. She has had discussions with Mark Ravenscroft regarding how they can be installed in both the former telephone kiosk and 'grotto' in addition to how they can be lit.

It was noted the lighting is the only outstanding issue to be resolved.

It was agreed the wooden foxes displayed for the Coronation will be stored until the June event when they will be redisplayed with the additional 7 foxes.

It was suggested the installation should be on display for possibly a week then opened for the Carnival weekend.

It was agreed information about displays will be posted on the grotto doors so visible when open and also on a display post next to the kiosk. Rachel will share a draft of this information with Instar.

It was suggested if there is a suitable illustration which has been created by Millie Chesters this could be used as a motif throughout the project, noting this will incur an additional payment to the artist.

Fox Fir Tree

It was noted that the Clerk is pursuing a company which has the required accreditation to work on the footway/highway. It was agreed that if this has not been agreed by Monday 15th May the group will need to reconsider the installation date and event.

Event – Saturday 10th June

It was expected that the following art will be installed for the 10th June:

- Wooden Sculptures & Origami Foxes
- Willow Sculpture (Mark Ravenscroft to obtain update)
- Manhole Cover
- Mosaic

It was agreed to invite various groups to attend the event including the Chestnut Pavilion property owners/management company.

It was agreed to erect 2 gazebos one over the entrance to the woodland where origami foxes can be installed.

It was agreed to start the event at 12.30pm and that Instar will lead art/nature walks at 1 and 2pm.

The second gazebo will have an information display about the art project – Instar and Rachel Davies to coordinate.

Fox Trot

Concerns were discussed regarding what the structural engineer working on the installation had suggested making the installation more complex than expected. It was agreed to continue to progress the project.

Waymarker

It was reported the company who quoted for the waymarker has doubled their price, 3 quotes are currently being obtained from other companies. Millie Chesters has created a number of sketches which will be shared with the group. It was thought it was unlikely that the way marker will be installed by June.

The group was asked to consider if any wording is required on the waymarker highlighting the route to the Sandstone Ridge.

Mosaic Sign

It was noted a scaffolding tower or cherry picker (2 person) will be required for the installation.

Ann Wright
10 05 23

Burton Square Site Visit
Wednesday 10th May at 1030am

Present:

Tarporley Parish Council –Lisa Miller, Ann Wright (Clerk), Abbie Webb (Deputy Clerk)

CWAC –_Simon Jones (Your Streets)

Rotary –_Chris Walley, Anthony Jenner

Burton Square

The plan is to remove the flowerbed and relocate any plants elsewhere in the village and to lawn the rest of the area.

TPC request that CWAC

- Remove laurel hedge along Utkinton Road side of Burton Square.
- Reduce the height and depth of the laurel hedge around the gas station to just below the roof.

Rotary Island

Historically, Rotary made a financial contribution to TPC towards to cost of maintenance of the Island however since at least Covid, no payments have been received. Rotary are still keen to take some responsibility towards the upkeep of the area.

Action – Chris and Anthony will discuss this with the other members of Rotary.

Action – Rotary to consider providing a new 'Welcome to Tarporley' sign.

Action – TPC to discuss this area with regards to maintaining the island.

Action – Any tree or major clearance works to the area will not take place until the autumn.

Action – Ask Hellmers to mow the grass around the island.

Cemetery

Wildflower seeding now to take place in the cemetery during the autumn.

Abigail Webb
12 May 2023

Notes of Woodland Meeting**16th May 2023 on site.****Present:**

Tony Blackledge (CW&C Green Space Officer) Gill Clough, Lisa Miller, Elizabeth Ackerley, Ann Wright (Clerk).

Purpose of meeting: To review Woodland and possible management agreement.

It was noted that the woodland which borders Oak Tree Close, Ash Close, Elm Close and Park Road is covered by a TPO (tree protection order) as such works to any trees from saplings to large trees requires permission.

It was noted volunteers have been granted permission to manage the holly bushes and maintain them at a lower level, any branches cut have been used to create thicket and further habitat for wildlife.

Areas of *Allium triquetrum* have been successfully treated with weed killer and are now under control.

It was agreed that permission would be obtain from CW&C tree officer to remove the self-seeded sycamore saplings.

It was noted that test areas have been created for wildflowers particularly English Bluebells. Concern was noted that some residents backing onto the woodland had stated that they would remove trees without the necessary permissions.

A discussion took place regarding ownership of a section of the woodland and it was noted that CW&C will investigate this matter.

It was agreed that interpretation/information boards would be designed highlighting important features of the area including the English Bluebells, Elms and hedgehogs and the Parish Council would look to get these manufactured.

It was also agreed the Parish Council would consider installing signs at the entrances off Oak Tree, Ash and Elm Closes and Park Road.

It was noted the CW&C tree officer has requested funding to undertake a complete woodland survey of the area.

It was agreed CW&C would provide a model management agreement for the Parish Council to consider which would set out what works can be undertaken or are permitted without seeking additional permission. It was noted that CW&C would still maintain liability for the area. It was hoped the agreement would be available for consideration at the Council's July meeting. Elizabeth Ackerley agreed to create a list of works it would helpful if were included in the agreement.

All were thanked for attending the meeting.

Ann Wright
17/03/2023