



Minutes of Tattenhall & District Parish Council Meeting Barbour Institute, 5th November 2018

PRESENT

Councillors

Chairman – I. Keeping.

P. Black	G. Blackhurst	S. Chapman	D. Haynes	L. Jones
J. Kershaw	N. Matthews	A. Pritchard	A. Scarratt	N. Sharp
G. Spencer	C. Weaver			

Non-Parish Councillors

Public – 10

CW&C Councillor Mike Jones

APOLOGIES

Cllr. E. Sadler Williams – work commitment

Cllr. L. White - unwell

DECLARATION OF INTERESTS

Cllr. L. Jones declared in interest in items relating to the allotments as a family member has an allotment.

PUBLIC PARTICIPATION

Chester Road Development

A resident raised the question of what would be the situation with the remaining undeveloped land which is roughly a third of the field to be developed. CW&C Cllr Jones stated that he understood it would remain in the ownership of the current landowner, he also stated that in his view the Council should designate this land a protected open space in the neighbourhood plan and seek to compulsory purchase it.

The resident stated the planning approval had stated that the boundary between the development and remaining land should be landscaped and planted to a high standard. It was suggested that trees planted in this area should have Tree Protection Orders (TPO) placed on them, it was confirmed a tree had to have a circumference of 7.5cm or more to be classed as a tree.

Matthew Morris of the Bolesworth Estate stated that the Bolesworth estate does not own this land and is not developing it.

A resident raised concerns that footpaths in the south eastern corner of the development site run past a number of bungalows at Ravensholme Court impacting on their privacy.

It was confirmed the reserved matters application relating to this site would be discussed at an extraordinary meeting of the Parish Council on the 19th November.

MINUTES

RESOLVED 18/090 - that the Chairman signs, as a correct record the circulated minutes of the Parish Council meeting on the 1st October 2018.

CLERK'S REPORT

Councillors noted the Clerk's report, pages 76 and 77 of the Minutes.

It was reported that the hard standing for the new bus shelter on Tattenhall Road had been installed earlier in the day, as such the new shelter was expected this week.



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PLANNING

i) Planning Register

Councillors noted the planning register, pages 10 and 11, as circulated noting application 18/02458/FUL, conversion of barn to dwelling at Wood Farm had been approved since publication of the agenda.

It was noted that application 18/04009/REM, approval of reserved matters relating to application 17/04645/OUT at land south of Chester Road would be considered at an extraordinary meeting of the Council on the 19th November, along with application 18/04137/CAT and 18/04037/FUL.

ii) Comments Submitted

No comments submitted.

iii) Planning Enforcement

No matters to report.

BEAR & RAGGED STAFF

The Clerk reported that the Community Asset process had finished at the end of October however she had not yet been notified of the outcome, once the outcome was known it was agreed she would circulate this to Councillors.

COMMUNITY ROOM & OPEN SPACE MEETING

The Council noted the draft notes of the meeting with the school held on the 15th October 2018, pages 78 and 79 of the minutes book. The Clerk confirmed she had raised issues identified at the meeting with CW&C and was awaiting a response. It was suggested that the Clerk contact Huntington Parish Council as they are in the process of establishing a shared use agreement between the community and the new primary school there.

It was noted that at the meeting with the school representatives that the issues around open space needed to be dealt with in a separate forum, as such the Clerk would look progress this matter further.

HOUSING NUMBERS UPDATE

It was confirmed that the Clerk had contacted Fiona Hore at CW&C and requested a meeting, however Mrs Hore had responded she saw little point in a meeting at this time as the hearings process has taken place, the examination is ongoing, and we await the proposed modifications from the Inspector. The Parish Council has made its representation, both in writing and verbally at the hearing session and, at this point in time, the Council's position is clear.

It was agreed a number of questions would be forwarded to Mrs Hore for comment and that the Council should express its disappointment that she was not willing to meet the Council at this time. It was agreed the questions would be circulated to Councillors for agreement before they were submitted and that they should be copied to the CW&C cabinet member for planning and ward councillor Mike Jones.

CHALC MOTION

Councillors Black and Weaver reported they had attended the Cheshire Association of Local Councils annual meeting and that the motion against the imposition of the new 20mph speed limits had been carried by the meeting. It was understood that the ChALC executive would now take the motion forward and report back to the Council.

It was noted that many of the Councils raised issues that were relevant to all Councils and that there was a need to coordinate responses and actions to have the most impact.



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COMMUNITY LAND TRUST (CLT)

It was reported that four of the CLT board members had attended a day conference on Community Led Housing funded by the Nationwide Foundation. Those attending had taken the opportunity to speak to many of the speakers and had had a conversation with Homes England the successor to the Homes and Communities Agency, who had confirmed that many of the policies which had prevented the CLT working with them in the past had now been removed and as such they were looking to work with Homes England to obtain support and funding. It was reported that the CLT was coming to the point where it was ready to submit a planning application and as such wished to bring the application to the Council for consideration and for the Council to submit on behalf of the CLT. It was agreed this would be included as an agenda item at the extraordinary meeting on the 19th.

TATTENHALL ROAD BUS SHELTER

It was noted the installation of the bus shelter was imminent.

PUBLIC SPACES PROTECTION ORDER & DOG FOULING

The Council noted the new Public Spaces Protection Order which has been introduced by CW&C.

It was reported a number of councils around the country had tried various methods to reduce dog fouling including creating a website where volunteers posted reports of fouling and also providing visible bands which are worn by dogs whose owners pick up their waste.

It was suggested that signs stating no dogs allowed on the play area should be positioned at where people enter the play area.

The Chairman agreed that he would continue to look for a scheme which might be suitable in Tattenhall to get owners to pick up the waste from their dogs.

DISPOSAL OF CLIMBING WALL

It was reported that the Council had received 3 enquiries regarding the climbing wall, all were going back to their Council's to discuss the matter further, it was agreed that the Clerk should also contact local scout groups to see if they would be interested in having the wall, it was agreed a contribution of £50 would be requested for the wall.

DOCUMENTS & POLICIES

i) Publication Scheme

RESOLVED 18/091 – That the Council adopt the publication scheme as circulated.

ii) Training Policy

RESOLVED 18/092 – That the Council adopt the training policy as circulated and agreed to complete the training needs assessment forms.

iii) Risk Assessments

RESOLVED 18/093 – That the Council agree the risk assessments as circulated.

ALLOTMENTS RENT REVIEW

It was noted the Council needed to review the rents for the allotments to allow three months' notice to tenants if the rent is increased. It was agreed the Clerk would circulate the current fees and expenditure to members of the Finance Committee to agree a recommendation for the Council's December meeting.



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PLAY INSPECTIONS

RESOLVED 18/094 – That the Council agree that The Play Inspection Company carryout the annual play area inspection in September 2019.

It was noted the recent annual inspection had identified a number of low risk issues which the Clerk was currently addressing noting WE Parsons have already raised the height of the zip wire.

ACCOUNTS & PAYMENTS

i) Accounts & Payments

RESOLVED 18/095 – that the Council approve accounts and payments as circulated on page 8 of the Cash Book.

Payment Method	Recipient		Amount
Bacs	HMRC	NI/PAYE	82.80
Bacs	Southern Electric	Festive Lighting	10.18
Bacs	Tattenhall PCC	Armistice Flowers	200.00
Bacs	Tarporley Parish Council	Refund incorrect payment	320.00
Bacs	Cheshire West & Chester	Play area mowing	578.95
Bacs	Shires	Payroll	20.00
Bacs	Barbour Institute	Room Hire	62.30
Bacs	Ann Wright	Salary (October)	666.38
Bacs	Grant's Garden Services	Grass Cuts	270.00

ii) Additional Invoices

RESOLVED 18/096 – that the Council approve payment of the following invoices received after publication of the agenda:

Payment Method	Recipient		Amount
Bacs	Esther Saddler Williams	Reim - Xmas Gifts	397.19
Bacs	Alison's Country Kitchen	Refreshments	26.00
Bacs	Pat Black	Reim - Plants	145.35
Bacs	Anne McGrath	Armitice Decals	238.40
Bacs	Ann Wright	Reim - Various	27.13

and that the Council refund Beeston and Peckforton Village Hall £25 for the bed sold earlier in the year as the screws and leg were missing.

iii) Membership of Chalc 2018-2019

RESOLVED 18/097 – that the Council agree to continue membership of Chalc for 2019-2020.



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ARMISTICE

The following update was provide on the Armistice commemorations:

The flags and poppies had now been erected and thanks was owed to the Bolesworth Estate for undertaking these works.

The window stickers had also been installed in shops and had attracted a number of compliments.

The benches and plaque had been arranged along with the installation of the interpretation board opposite the war memorial.

It was confirmed the metal wreath is due to be unveiled on Sunday.

It was agreed a letter of thanks be sent to Andrew Smith for the wreath and also all the work he has done for Tattenhall over the years including the maintenance of George the War Horse.

It was noted that the WI have made and had donated 6500 poppies which are on display in the Barbour Institute, in the future it is planned to make these into blankets to donate to local charities.

RESOLVED 18/098 – that the Council move in private session to consider the following two items.

BUS SHELTER SEATING

RESOLVED 18/099 – that the Council purchase two perch bar benches from Euroshell for installation in the two existing bus shelters at a cost of £715 plus vat.

PLAY AREA NOTICE BOARD

It was agreed that the Clerk should contact the school regarding the missing library notice board and if that has not been located see if the spare notice board held by the Council can be used at the library and if they will obtain a small notice board for the play area in return for the misplaced notice board.

Signed Dated

The meeting closed at 8.55 pm

Ann Wright 06/11/2018

**The next meeting of the Parish Council will be an
EXTRAORDINARY PARISH COUNCIL MEETING
on 19th November from 7.30pm**

**The next scheduled PARISH COUNCIL MEETING is the
on Monday 3rd December 2018, 7.30pm
Barbour Institute.**



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October Actions

Action	Date	Comments	Completed
<u>Parking Restrictions</u> – confirm proposal	02 10 18 12 10 18 12 10 18	Confirmed proposal Requested update on progress and likely installation. SB confirmed - Chester Road – Not progressed further following agreement to proceed from PC. I will compile the report for the highways commissioner for approval to formally advertise the speed limit proposal. I will let you know when formal consultation will commence in due course.	02 10 18
<u>Speed Limits</u>	12 10 18	Requested update from SB who confirmed - Speed limit – I forwarded a detailed summary of comments and expected further correspondence from the PC. I am happy to take forward to formal consultation and will compile the report for the highways commissioner for approval to formally advertise the speed limit proposal. I will let you know when formal consultation will commence in due course.	
<u>Community Room Meeting & Open Space</u> - Meeting Monday 15 th October	05 10 18 15 10 18 17 10 18 23 10 18 23 10 18	Circulated draft agenda and contacted CW&C. Meeting at school. Circulated notes for approval Draft PR to school requesting quote Sent draft minutes to CW&C with issues raised requiring assistance	
<u>Enforcement</u> – Updates on Redrow Heights ref : 18/00774/ENTPLN	18 10 18 17 10 18	Emailed enforcement for update. Reported Grange Farm hedge to enforcement ref: PL31589573, issued number 18/00853/EOPDEV	
<u>Bus Shelter</u> – Design unchanged Installation	02 10 18 10 10 18 11 10 18	Emailed officer to confirm. Circulated confirmed design and installation up date. Circulated image of bus shelter	
<u>Housing Numbers</u> Meeting with FH	19 10 18 29 10 18	Emailed FH requesting meeting Resent meeting request.	
<u>Allotments Gate</u> – repair completed			
<u>Play Inspection training</u> – identify costs and circulate to councils	16 08 18 19 09 18	Emailed AP cost of food for training. Resent email	



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<u>Bus Shelter Seating</u> – consider perch bars.	12 10 18 24 10 18	Contacted shelterstore & Hillview Forge Contacted Shelterstore, Euroshell & Queensbury Shelters plus Hillview Forge	
<u>Bear & Ragged Staff</u> – Bid confirmed	06 09 18 18 10 18	CW&C confirmation, decision due 30 th October. Requested update on application, deadline for decision 6 th November, confirmed application has been called into committee by MJ.	November Agenda
<u>Planning</u> – Submit comments 18/03371/FUL, Brookside Booked place at planning committee	02 10 18 02 10 18 09 10 18	Comments submitted. Submitted booking form. Attended Planning Committee - Approved	02 10 18 09 10 18
<u>CCTV</u>	23 10 18 24 10 18	Confirmed LM CCTV working Contacted police and CW&C Meeting scheduled with CW&C & LM (06 11 18)	
<u>Payments</u>	02 10 18 04 10 18	Payments done Remaining payments from meeting completed HMRC Paye/NI payment	10 10 18
<u>Policies</u> - post on website	05 10 18	Policies posted on website	05 10 18
<u>Asset Register</u> – forward to SC & GS	02 10 18	emailed	02 10 18
<u>White Lines</u> – report faded white lines	20 09 18 18 10 18 22 10 18	Technician to inspect and provide update. Forwarded info to DT. Forwarded emails with additional locations and photo from LJ. Confirmed additional locations added to schedule.	
Play Area Inspection	24 09 18 09 10 18 15 10 18 23 10 18		
Climbing Wall Contact manufacturer Dispose of	10 10 18 12 10 18 18 10 18	Emailed PB for photo and year purchase. Contacted Playdale Emailed Chalc & JS Wall in Bulletin	
<u>OTHER ITEMS</u>	12 10 18	Reported street lights our opposite BI, reference: 4846435	



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DRAFT



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**Notes of School & Community Room Meeting
Tattenhall Park Primary School 15th October 2018**

PRESENT

Park Primary School

Sam Evans, Tim Whitehall, Yvonne Morgan (Business Manager).

Parish Council

Pat Black, Carol Weaver, Ann Wright (Clerk)

Other

Bob Blackhurst (Community Representative asked by Parish Council)

DECLARATION OF POTENTIAL CONFLICTS OF INTEREST

The following interests were declared:

Bob Blackhurst – member of Committee which runs the Vault community room at St. Alban's Church and family member works at the Primary School.

Cllr. Pat Black – Trustee of Barbour Institute.

Cllr. Carol Weaver – granddaughter attends the school.

AGREE NOTES OF MEETING 17TH JULY 2018

The notes were agreed as a true and proper record.

TERMS OF REFERENCE FOR THE WORKING GROUP

The Clerk reported that she had contacted CW&C to seek help and advice on this matter but had not received any additional information.

It was agreed the group needed to identify what it wanted to achieve, the following points were discussed:

- That community involvement enhances a school providing it with an extra dimension.
- That the group needed to look at use of the room outside school and after school club hours. It was noted that breakfast and after school clubs are a community use for the building as they support the community. It was reported there is currently a large amount of interest in the after school club and the school is considering employing more staff so the numbers attending can be increased.
- That hiring out of the room needed to cover the costs of the room.
- Concerns were raised regarding whether the room would have to be hired out using a CW&C hiring agreement and rates as it was understood these are overly onerous and expensive.
- A system needs to be identified for booking the room as well as opening and closing the room.
- It was noted that there needs to be a named responsible person for each booking.
- That billing for room hire would need to go through the school.

It was agreed that the Clerk and Yvonne Morgan would contact CW&C to obtain the details of the hiring agreements and costs and what flexibility there is to set rates and booking agreements.



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- It was noted that the room was funded with community money to provide a community facility.
- It was hoped the room would be used by uniformed groups, holiday clubs and also a youth club all of which are needed by the village.
- It was hoped long term, regular users can be established.

It was agreed that a dialogue should be started with CW&C Youth Service to seek support to establish a youth club and other uses of the room.

Sam Evans joined the meeting and gave apologies for being late.

- It was noted that the community room can offer different facilities from other venues in the village including access to the playing field.

It was agreed that the Business Manager would obtain model agreements for hire of school facilities from a contact.

JOINT PRESS RELEASE

It was agreed a joint press release would be drafted and agreed by the group for publication on the school's and Council's websites, Tattenhall online and in the Parish News, the press release will state that all parties are working together to find a way to open the room up for community hiring and use.

HEADS OF TERMS MANAGEMENT AGREEMENT

It was agreed to defer this item to a future meeting when more information is available.

COMMUNITY NOTICEBOARD

It was noted the community notice board from outside the library which belonged to the Parish Council had been removed during the recent building work and not reinstated. Yvonne Morgan agreed that she would investigate what had happened to the noticeboard.

OPEN SPACE ISSUES

The Clerk reported that she had raised the matter of open space with Mrs Hawkins, headmistress and she had suggested this working group should consider the issues. The Group agreed that the issue would be better kept separate from discussions on the Community Room. It was noted that the playing field would be available to book by the community. It was agreed that the governors would consider appointing a representative to the open space working group at their next meeting.

The meeting closed at 7.30pm

NEXT MEETING

Monday 26th November 2018 from 6.30pm
Tattenhall Park Primary School

Ann Wright 16/10/2018



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