



# Minutes of Tattenhall & District Parish Council Meeting Barbour Institute, 4<sup>th</sup> March 2019

## **PRESENT**

### Councillors

Chairman – I. Keeping.

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

### Non-Parish Councillors

Public – 13

CW&C Councillor Mike Jones

## **APOLOGIES**

Cllr. L. White – Family commitment.

## **DECLARATION OF INTERESTS**

The following interests were declared in relation to grants, all Councillors stated they would remain in the meeting and not vote:

P. Black member of Gardening Society, Tennis Club, Recreation Club, Film Nights and trustee of the Barbour Institute.

S. Chapman member of film club and trustee of Barbour Institute.

I. Keeping member of the Gardening Society and husband to member of Tattenhall Local History Group.

A. Scarratt member of Gardening Society and Secretary of the Annual Show which is run and funded by the Tattenhall Gardening Society.

C. Weaver secretary to Tattenhall over Fifties and had completed the grant application.

## **PUBLIC PARTICIPATION**

### War Memorial Lighting

A resident asked that the lighting for the war memorial be inspected as it seems to be on day and night.

### Bolesworth Estate Update

Matthew Morris confirmed that the Estate is doing everything it can and working with the police, CW&C licensing and the MP to prevent the repeat of serious incidents at Car Fest in previous years, he wanted to reassure all that the Estate is working hard to make sure these incidents do not happen again.

Mr Morris reported that CW&C planning is in a state of disarray with it taking up to 8 weeks for officers to be allocated to planning applications. This risks businesses looking to invest in the area looking elsewhere as it takes so long to get planning permission.

He reported that having met with a visually impaired resident of the village he was shocked at the issues with dog fouling in the village and confirmed the Bolesworth Estate would do all it can to support the Green Dog Walkers Scheme. It was also noted that there are large amounts of filled dog bags on Bolesworth land on the sandstone trail.

It was noted dog fouling is a national issue and the National Trust on the Bickerton Hills do not know how to deal with it.

### Smithfield Pond

Concerns were raised that Redrow have now almost completed their building works and there is concern the pond will not be managed having been fenced off for two years during the construction period. It was noted that the management plan for the site and pond are extremely vague and that it is important that the long term future of the pond is identified and monitored.



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It was noted that the pond is a valuable wildlife resource and previously Tattenhall Wildlife Group (TWiG) have spent a day each year clearing and tidying it with residents and would be happy to continue doing this. It was noted due to the pond containing great crested newts there is not a lot more that can be done to it.

It was reported that sub-contractors to Redrow had been seen inspecting the site and had stated the area was to be fenced off with post and rails, the grassed area made good and the pond cleared out before the end of the month. However no long-term maintenance was discussed.

### 20mph Signage

A resident requested that the 20mph signage is moved back beyond the bend from the war memorial towards Tattenhall Hall as this would reduce the speed of vehicles at the bend where there have been at least 3 occasions when the wall has been damaged and had to be rebuilt. It was suggested that the 20mph should be introduced on Park Avenue where there has been a significant increase in traffic and is seriously dangerous.

### **GRANTS**

**RESOLVED 19/128**– that council award the following grants for the financial year 2018-2019, with all applicants who requested less than £500 receiving the full amount and all others receiving £500.

Sandstone Scouts	£500.00
Sandstone Ridge Festival	£500.00
Loss Café	£500.00
Tattenhall Gardening Society	£300.00
Tattenhall Tennis Club	£500.00
Tattenhall Music Society	£500.00
Tattenhall Bowling Club	£214.00
Tattenhall Croquet Club	£150.00
Tattenhall Wildlife Group (TWiG)	£311.60
St Albans Tower	£500.00
Tattenhall Film Group	£323.09
The Boneyard Skatepark	£500.00
Tattenhall Local History	£500.00
Sport Tattenhall/Tatt. Rec Club	£500.00
Tattenhall over 50s	£500.00
<b>Total</b>	<b>£6298.69</b>

*Councillors Black, Chapman, Keeping, Scarratt and Weaver did not vote on this agenda item.*

### **MINUTES**

**RESOLVED 19/129** - that the Chairman signs, as a correct record the circulated minutes of the Parish Council meeting on the 11<sup>th</sup> February 2019.

### **CLERK'S REPORT**

Councillors noted the Clerk's report, pages 116 and 117 of the Minutes.

It was noted that there have been three surgeries held at the Country Market to date and these have been surprisingly well attended given they are still very new.



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### PLANNING

#### i) Planning Register

Councillors noted the planning register, pages 16 and 17.

**RESOLVED 19/130** – that council submit the following comments in relation to the below planning applications:

**19/00375/TPO – Oak (T5) Fell** – 19 Rookery Drive, Tattenhall, CH3 9QS.

Strongly object.

#### ii) Update on Enforcement Matters

The council noted enforcement matters as listed on the planning register.

### PLANNING STANDING ORDERS AND PLANNING PROTOCOL

**RESOLVED 19/131** – that council agree the planning standing orders and protocol as circulated with minor amendments to point 3.iv to make it clear all councillors need to review the applications not just the 2 nominated councillors.

### NEIGHBOURHOOD PLAN

Cllr Weaver reported that she plans to start the review process fully in the next couple of weeks, the first step will be to designate the new area, once this is out to consultation the document itself and be reviewed and updated.

It was reported that this review will have to be undertaken working closely with CW&C as some areas of the neighbourhood plan are contrary to the CW&C Local Plan but it is hoped this can be resolved easily.

It was noted there are no intentions to change policies in the document.

It was agreed to nominate Cllr Weaver to lead on the review but that this be reviewed by the new Council in May.

### COMMUNITY (Link) ROOM

Councillors noted the notes of the meeting held on the 26<sup>th</sup> February pages 118 to 119 of the minutes book.

It was noted that it is being proposed that a small committee is formed to manage the room and which would be responsible for its hiring etc, and who the school would invoice to cover the running costs of the room. The group is due to meet again in mid-march to determine what form this committee should take.

It was noted the school was still awaiting costs for splitting the alarms (fire and intruder).

### COMMUNITY SPEED WATCH

It was agreed to identify which roads the Speed Indicator Device (SID) can be deployed on and look to book it for after May and also to advertise for volunteers to help man the SID. It was noted that Beeston and Tiverton and Tilston Fearnall would be interested in undertaking training to use the SID.

### A41 BUS SERVICE (SCHOOL)

It was noted that letters had been sent to CW&C school transport and public transport to teams who had confirmed they would look into the matter and report back, to date there had been no response. A copy of the letter had also been sent to Mr Curry head of the Bishop Heber who confirmed he had not been notified of any overcrowding concerns on this route. He confirmed he would support any initiative to make public transport safer for the public and students. Mr Curry



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confirmed he would continue to liaise with the CW&C School transport team as current school transport provision may need to be adjusted as different secondary schools become full. It was reported that there had been changes to the service since the last meeting with a bus covering Burwardsley coming into Tattenhall reducing the overcrowding on the mornings. It was understood there were still issues with the afternoon service. It was agreed the Clerk would pursue responses on the matter.

### **A41 Night Traffic Monitoring**

**RESOLVED 19/132** – that council write to the Darren Maitland, Chief Constable of the Cheshire Constabulary and request targeted night time monitoring of the A41 between the Broxton roundabout and the A41 junction with Chester Road where there are a significant number of vehicles particularly lorries speeding.

### **20MPH SIGNAGE**

It was reported that Cllr Keeping had met briefly with a highways officer following rejection of the 20mpg sign location by the war memorial, and a new location had been proposed. The Parish Council opposed the new suggested location as it would detract from the war memorial and agreed that the Clerk should request the speed analysis information for the siting of this speed limit and also request the signage is not installed before this information is provided and discussed with the Parish Council.

### **SMITHFIELD POND**

The Clerk reported she had received concerns from a resident of Tattenhall regarding the maintenance of the pond which is currently fenced off as part of the Redrow development. It had been confirmed the pond belonged to Redrow and despite contacting Redrow for their plans for the pond no response had been received to date. It was agreed the Clerk should continue to pursue Redrow and find out what their long term maintenance plans are for the pond and also request information about the maintenance of the amenity area at Chestnut Grange.

It was noted that the pond area should not be cleared out during March due to the great crested newts presence and that it should not now been done until the autumn. It was agreed the Clerk would raise this with Redrow as soon as possible.

### **COMMUNITY ASSETS**

The council noted the list of assets pages 120 and 121 of the minutes book, which had been suggested by members of the public, it was agreed the Clerk would arrange a meeting with the CW&C officer who manages the community assets process after which a working group will be created including interested residents to submit applications on those assets deemed to be suitable.

It was noted that the Council would need to consider the likelihood of the Council or group realistically wanting to purchase assets before they are registered.

### **GREEN DOG WALKERS SCHEME**

It was reported that the school had produced 60 posters for the campaign and that a small prize had been obtained for the three best posters plus a pencil for each of the children who took part, it was hoped these would be presented to the children by the dog warden who was hoping to visit the school.



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It was noted that the Business Alliance and the Bolesworth Estate had agreed the manufacture of the tags as such the council will now only need to purchase the clips.

### AIR AMBULANCE

It was suggested that the Council should seek to support charities including the air ambulance that provide a vital service to the community. It was agreed any money raised through the Squirrel trail would be donated to the Air Ambulance Service.

### ACCOUNTS & PAYMENTS

#### i) Accounts & Payments

**RESOLVED 19/133** – that the Council approve accounts and payments as circulated on page 11 of the Cash Book including the following:

To whom paid	Particulars	Amount
Southern Electric	Festive lighting	11.08
Shires	Payroll Services	12.00
Barbour Institute	Room Hire	45.58
Ann Wright	Reimbursements – various	41.18

#### ii) Additional Invoices

**RESOLVED 19/134** – that the Council approve payment of the following invoices received after publication of the agenda:

To whom paid	Particulars	Amount
Ann Wright	Salary (February)	659.84
Nest	Pension	17.98

#### ii) Additional Invoices

**RESOLVED 19/135** – that the Council appoint Harper Wright to undertake the Councils 2018-2019 audit.

### APRIL MEETING

It was agreed to proceed with the April Parish Council meeting noting that the meeting would be held during purdah.

### PART 2

**RESOLVED 19/136** – that the Council move in private session to consider the following agenda item.

### CCTV

It was agreed that the CCTV system be transferred to the Post Office and that a letter is produced to confirm the transfer.

Signed .....

Dated .....



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The meeting closed at 9.10 pm

Ann Wright 05/03/2019

**The next scheduled PARISH COUNCIL MEETING is the  
on Monday 1<sup>st</sup> April 2019, 7.30pm  
Barbour Institute.**

### Meeting 11<sup>th</sup> February 2019 Action List

Action	Date	Comments	Completed
<u>Parking Restrictions</u>	04 01 19	Formal Consultation published – deadline 01 03 19	April Agenda
<u>Speed Limits</u>	11 02 19	Neighbouring Council's notified – response required before proceeding – circulated to Cllrs.	April Agenda
	18 02 19	Formal Consultation published – deadline 15 03 19	
<u>Community Room Meeting – Meeting Tuesday 26<sup>th</sup> February</u>	19 02 19	Circulated meeting agenda.	March Agenda
<u>20mph Sign Location</u>	05 02 19	Emailed CG with suggestion	March Agenda
	07 02 19	Emailed response to Councillors	
	11 02 19	Requested site meeting	
	13 02 19	IK & CG site meeting	
<u>Open Space</u>	11 02 19	Requested call from SD	
	19 02 19	Requested call from SD	
<u>A41 School Bus Overcrowding</u>	18 02 19	Letters emailed to KC & JEJ CW&C, MJ, Aintree & DC Heber.	April Agenda
	21 02 19	KC confirmed receipt.	
<u>Gritting Routes Request</u>	15 02 19	Emailed formal request to KC - Frog Lane, Rocky Road and Tattenhall Road.	
	18 02 19	Letter confirmed ref:2144565 Emailed KC for date of review and site meeting.	
<u>Bolesworth Rd/Rocky Lane Junction</u>	18 02 19	Contact ENG – visibility/mirror ref:2144577	
<u>BKV Volunteers Meeting</u>	12 02 19	Prepared poster and meeting venue booked BI 23 <sup>rd</sup> March 2019	
<u>Church Bank &amp; Rosemary Road</u>	07 12 19	Met SB requested kerb markers	
	08 02 19	Submitted email request or kerb markers – ref:214450	
	13 02 19	Highways message unadopted road.	
	14 02 19	Reported to MM Bolesworth	
<u>Squirrels Trail</u>			
<u>CCTV Meeting</u>	14 02 19	Arranged meeting at Allison's and prepared note for businesses.	March Agenda
	15 02 19	Delivered note to businesses	
<u>Allotments Gate - Repair</u>	04 01 19	Cancelled request for works made 10 07 18 Requested new quote different company.	Completed
<u>Bus Shelters</u>	05 02 19	Emailed PT - Newton Lane Update	
	05 02 19	Circulated response to Councillors	Completed
<u>Green Walker's Scheme</u>	15 02 19	Collected Posters from School	March Agenda
<u>Operation Shield</u>	04 02 19	Emailed JH for update	
Request update inc. % delivered and unused packs	12 02 19	Emailed JH delivery reminder	
	19 02 19	Circulated possible dates to councillors	



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<u>Noticeboard</u>			
<u>Grants</u>		Publicise for applications, deadline 25 03 19.	March Agenda
<u>Office</u> - give notice & confirm date to CLT & Council	08 01 19	Contacted Library services	Termination date 31 03 19
<u>Parish Meeting</u>		Book Hall –30 <sup>th</sup> May from 7.30 Arrange refreshments Speakers	April Agenda
<u>Village Cup</u>		Seek nominations – deadline 25 03 19	April Agenda
<u>Play Inspection training</u> – Identify costs and circulate to councils	10 01 19	Contacted training supplier to check costs & dates in June (after elections).	Booked
<u>Housing Numbers</u>		Awaiting Housing Monitor	July/Sept Agenda
<u>Bear &amp; Ragged Staff</u>	20 12 18	Circulated response bids info to Councillors	
<u>Planning</u>	05 02 19	Submitted comments	Completed
<u>Payments</u>	05 02 19	Payments done.	Completed
<u>Play Area Inspections</u>	11 02 19 15 02 19	Inspection Inspection	
<u>Letters of Thanks</u> D of E			
<u>Sanctuary Garage Rental</u> – Confirm rental	20 12 18 24 01 19 31 01 19 13 02 19 14 02 19 21 02 19	Completed and submitted application form. Contacted Sanctuary regarding availability. Emailed for update Phoned for update Sanctuary reviewing next week Requested update	
<u>Trees</u> Fungal growth on Tree Tree by School - visibility	04 12 18 24 01 19 05 02 19 24 01 19 05 02 19	Emailed photo to TW @ CW&C Contacted TW for update Reported via website ref:4855959 Emailed TW & SB (reported 1 10 18) Reported via website ref:4855958 Confirmed tree branches cut back	Completed
<u>Clear Culvert</u>	24 01 19	Requested quotes x5	March Agenda
<u>OTHER ITEMS</u> Blocked Drain Rosemary Row Newton Lane Litter	05 02 19 21 02 19	Reported ref:4855946 Reported to Clirs, PCSO, Ice Cream Farm & CW&C ref:4857892	

### 2019 – Objectives

- Establish FACEBOOK page – completed 21 01 19.
- Establish Weekly Surgeries – commencing 15 02 19.
- Promote Local Elections – on-going
- Promote understanding of Code of Conduct



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Notes of School & Community Room Meeting  
Tattenhall Park Primary School  
26<sup>th</sup> February 2019**

**PRESENT**

Park Primary School

Sam Evans, Yvonne Morgan (Business Manager).

Parish Council

Pat Black, Carol Weaver, Ann Wright (Clerk)

Other

Bob Blackhurst (Community Representative asked by Parish Council)

CW&C Place Strategy (property) Services Maria Sellars

Mr Evans chaired the meeting.

**APOLOGIES**

Tim Whitehall & CW&C Cllr. Mike Jones.

**DECLARATION OF POTENTIAL CONFLICTS OF INTEREST**

Cllr. Pat Black – Trustee of Barbour Institute.

Cllr. Carol Weaver – granddaughter in school.

**AGREE NOTES OF MEETING 15<sup>TH</sup> JANUARY 2019**

The notes were agreed as a true and proper record, noting the maximum child capacity of the room is 45 not 40 as stated in the notes.

**MODEL AGREEMENT**

Maria Sellars led a discussion based on the document she had drafted:

- It was agreed that the outside gated area would be included in the agreement (not the playing field)
- Adequate risk assessments and insurance will need to be in place.
- The group will need to decide whether it looks to create a management committee as a committee of an existing organisation or create a new committee.
- It was suggested the committee could be made up of 5 members including a chairman, vice chairman and treasurer.
- There is a need to create a hire agreement for those hiring the room.
- It was agreed the times the room would be available would be amended to the following:  
During school term time - Monday to Friday 6.30pm to 10.30pm  
- Saturday & Sunday 7.30am to 10.30pm  
During school holiday period Monday to Sunday 7.30am to 10.30pm
- It was noted the agreement will last for twelve months and then be renewed annually.
- It was agreed that there needs to be a discussion around charges to the public and groups hiring the facility. Maria Sellars agreed to forward the CW&C charging rate if she is permitted to do so.





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- The running cost of the room and the rate charged to the committee for the room needs to be identified. It was suggested that a nominal fee might be agreed and this be reviewed at the end of the first 12 months, and more accurate figure can then be established.
- All agreed that no group or organisation including the school should be subsidising the room.
- It was discussed whether the running costs would be covered by a flat rate or on a percentage occupancy.
- It was noted a plan will be required for the agreement which will show the room, car park and pedestrian access.

### **SCHOOL ALARM**

It was noted that the alarm has been assessed and the school is now waiting for a quote to undertake the works. It was also noted that the system is monitored by two separate companies for fire and intruders, as such additional prices will be required from the companies for monitoring.

### **NEXT STEPS**

It was agreed that the group meet on Tuesday 19<sup>th</sup> March (6.30pm) to discuss the following matters:

- The creation of the management committee inc. the size and make-up of the committee
- Whether the Committee should be part of another body or independent
- Plan recruitment process for Committee
- Committee's terms of reference/objectives
- Charge rates

### **COMMUNITY NOTICEBOARD**

It was agreed to advertise on Facebook for anyone who can help build or donate a small notice board for the play area.

### **NEXT MEETING**

Tuesday 19<sup>th</sup> March 2019 at 6.30pm  
Tattenhall Park Primary School.

Ann Wright 27/02/2019



# Minutes of Tattenhall & District Parish Council Meeting Barbour Institute, 4<sup>th</sup> March 2019 Community Asset Nominations

*Please note this is a full list of assets nominated and includes items which may include items which cannot be nominated under current regulations. Numbers in red brackets reflect the number of nominations for that asset, where no number is present there was only 1 nomination.*

## **Buildings and Businesses**

- Barbour Institute (2)
- The Letters Inn (2)
- The Sportsman's Arms (2)
- Morton's shop (2)
- The Post Office
- The chemists
- The doctors' surgery
- The recreation club
- The Church & Church yard (Cemetery)
- The Park School
- Alison's Country Kitchen
- The butchers
- The newsagents
- The hairdressers
- The chip shop
- Tattenhall Centre (historic - it was used by playgroups, etc)

## **Spaces and Pastimes**

- The allotments (2)
- The bowling green
- The Flacca sportsfield and associated football pitch, croquet green and tennis courts (2)
- The school playing field (currently fenced off)
- The Park (the area still with public access, and including the playground) (2)
- The Harding Avenue playground
- The Millfield
- Millbrook & Associated woodlands
- The Spinney and adjacent open spaces (2)
- Jubilee Wood
- Barnfields
- Glebe Meadow (visual amenity value) (2)
- All current areas of green space as defined in the Neighbourhood Plan
- The recycling centre (the tip)
- Car parking facilities off The High Street (Barbour Square, Bear and Ragged Staff)
- Car parking adjacent to Flacca sportsfield
- Church Bank
- Area of Park fenced off by the School



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- Rookery
- Rose Corner
- Keysbrook and associated paths
- Barbour court car park The oaks along Tattenhall Road

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**Tattenhall & District Parish Council**  
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