

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

## **PRESENT**

### Councillors

Chairman – I. Keeping

P. Black                      S. Chapman                      D. Haynes                      N. Matthews                      C. Parry  
N. Sharp                      M. Wilson

### Non-Parish Councillors

CW&C Cllr. Mike Jones

Public – 8

## **APOLOGIES**

G. Blackhurst – Representing the Council at the Best Kept Village Awards Evening  
L. Gibson – Family commitment  
L. Jones - Representing the Council at the Best Kept Village Awards Evening  
J. Kershaw – Work commitment  
E. Sadler Williams - Representing the Council at the Best Kept Village Awards Evening  
A. Scarratt – Work commitment  
L. White - Representing the Council at the Best Kept Village Awards Evening  
(PCSO Jon Hurst)

## **DECLARATION OF INTERESTS**

No interests declared.

## **PUBLIC PARTICIPATION**

### Margaret Thornton

It was reported with sadness that Margaret Thornton who had spoken in 2012 at the CW&C Strategic Planning Meetings with elegance and passion has sadly passed away, she will be a great loss to the community. It was noted that her funeral will take place on the 11<sup>th</sup> November.

### Flooding

It was reported 2 weekends ago five of the six arterial roads into Tattenhall had been blocked by floods, there had been two floods along Frog Lane, and the Keysbrook has burst its banks as such Burwardsley Road was the only useable road in or out of Tattenhall.

No warning signs had been erected on these roads making it highly dangerous for drivers particularly in the dark, when signs were erected on Frog Lane no diversion signs were erected, and these signs were left in place for 5 days even though the flooding had subsided.

The Parish Council was asked to take the matter of flooding seriously as this is a major issue for the local population.

### Planning Application-19/03159/FUL

A representative of the applicant stated that the application for kennels was not for a commercial enterprise but to house the family's dogs which they train and show. It was reported that it had been marginal as to whether a planning application was required for the development.

### Best Kept Village Awards

The Clerk reported that George the War Horse and the Wreath has just won a 'Little Gem Award' at the Best Kept Village Awards evening.

## MINUTES

**RESOLVED 19/228** - that the Chairman signs, as a correct record the circulated minutes of Parish Council meeting held on the 7<sup>th</sup> October 2019.

## ACTIONS LIST

Councillors noted the Clerk's report, pages 211 to 212 of the Minutes. It was noted that since the agenda had been published it had been confirmed that the High Street highways gullies are cleaned once a year by CW&C.

## PLANNING

### 1) Planning Register

Councillors noted the planning register, pages 38 to 41, noting application 19/03220/FUL, summer house at Laurel Bank has been approved and the enforcement matter relating to land on Chester Road opposite Grakle Croft has been resolved.

### 2) Planning Applications

**RESOLVED 19/229** - that the Council submit additional comments for application 19/03159/FUL:

No objection in light of further information received.

## OAKLANDS AVENUE

Councillors noted the information provided by the CW&C planning officer and agreed to review the protection of the open aspect of Oaklands Avenue and other parts of Tattenhall with an open aspect as part of the on-going neighbourhood plan review.

## HOUSING MONITOR

It was reported the Housing Land Monitor had not yet been published.

## ALLOTMENTS RENT REVIEW

**RESOLVED 19/230** – that Council freeze the rents at the 2019-2020 levels, full plot £54.00, concession £32.40, half plot £37.00, concession £22.20.

It was noted the Park Play Area has won the Les George Award for best play area at the Best Kept Village Awards.

## CHRISTMAS EVENTS

Councillors noted the notes of the meeting held on the 28<sup>th</sup> October 2019, page 214 of the minutes. It was noted volunteers are required to help on the following dates:

Saturday 30<sup>th</sup> November – dress trees etc

Sunday 1<sup>st</sup> December – Trees and wreaths up 9.30am

Friday 6<sup>th</sup> December – Lantern Parade 5pm, event 5.15pm

Saturday 14<sup>th</sup> December – Childrens' Parties 11am parties 12pm and 12.30pm

Sunday 5<sup>th</sup> January – Trees and wreaths down 9.30am

**RESOLVED 19/231** – that the Council approved a budget of up to £20 to purchase battery tea lights for the school fair stall to make for lanterns to bring to the parade.

## HIGHWAYS MATTERS

### 1) Chester Road Parking & Speed Limits (not 20mph)

The Clerk reported she had no further updates on the above matters.

### 2) Rocky Lane Flooding

The Clerk reported she is still trying to obtain a date for a meeting with Highways and has requested that Frog Lane is also discussed and representatives of Handley & District Parish Council attend. It was suggested that the Parish Council request permanent flood warning signs be erected in roads subject to flooding.

The Clerk was asked to find out if the rural roads are still swept by CW&C.

#### 4) Drop Kerbs

It was confirmed that at a meeting with CW&C Highways representatives they had agreed to develop a programme to install various drop kerbs around the village, they are also reviewing the crossing point at the High Street end of Church Bank and working with Bolesworth Estate to address issues at Rosemary Row for the visually impaired when crossing the road at these places.

#### 5) Harding Avenue & Chestnut Grange Road Junction

At the meeting with highways they had agreed to reline the junctions and consider signage. It was agreed that the Clerk confirm what the correct road markings are with Highways.

### **NEIGHBOURHOOD PLAN REVIEW**

#### 1) Committee Meeting Review

The Council noted the draft minutes of the Committee meeting held on the 29<sup>th</sup> October 2019 and agreed actions, pages 215-217 of the minutes. It was noted that it had been a very positive with a number of new people showing an interest in getting involved.

**RESOLVED 19/232** – that the Chairman writes to Graham Spencer and Carol Weaver thanking them for all their hard work in establishing the Neighbourhood Plan following their decision to step down from the Review Committee.

#### 2) Committee Membership

**RESOLVED 19/233** – that the Council appoint the following people to the committee:

Residents (individuals) of Tattenhall - Steve Densley, Adele Evans, Peter Weston.

Tattenhall & District Parish Council - Pat Black, Doug Haynes, Iain Keeping, Neil Matthews, Esther Saddler-Williams

Tattenhall & District Community Land Trust - Sheila Chapman

Tattenhall Park Primary School - Andy Freeman

Tattenhall Wildlife Group (TWiG) - Andrew Hull

It was noted that further people may wish to join the committee who had sent their apologies for this meeting.

### **WEBSITE**

The Council noted that new public sector website accessibility regulations have been introduced and the Council has until September 2020 to meet these new requirements. It was agreed the Clerk would investigate these requirements further.

### **YOUTH COUNCIL**

It was reported at a recent Clerk's conference there was a presentation on the creation of a Youth Council at Holmes Chapel. It was agreed to develop a scope for a Youth Council, Councillors Gibson and Wilson will lead on the project.

### **TATTENHALL RECYCLING CENTRE**

It was agreed to request that CW&C introduce uniform opening hours for April to September to avoid confusion resulting in people visit the skips when they are closed.

### **LOCAL ELECTRICITY BILL**

**RESOLVED 19/234** – that the Council supports the Local Electricity Bill, which has cross party support of 115 MPs and which if made into law would allow the setup and running costs of selling renewable electricity to local customers proportionate by establishing a Right to Local Supply.

It was agreed this resolution would be sent to the MP as well as the organisers of the scheme.

### **NOTICE BOARD**

**RESOLVED 19/235** – that the Council agree a budget of up to £200 to install a noticeboard in the brick bus shelter on Tattenhall Road.

## ACCOUNTS & PAYMENTS

### 1) Accounts & Payments

It was noted that the £10 had been transferred from the squirrel payments to the NWAAs donations.

**RESOLVED 19/236** – that the Council approve the payments as listed on page 34 of the Cash Book and additional invoice received:

Grants Garden Services	Grass Cutting	54.00
NWAA	Squirrel Trail Donation	1215.80
Shires (SPS)	Payroll services	28.50
Play Inspection Company	Annual Inspection	150.00
Barbour Institute	Room Hire & Millfield	449.50
P. Black	Memorial Plants	132.19
Ann Wright	Salary (Oct)	869.40
HMRC	Paye/NI	150.96
Nest	Pension Contribution	53.79
Ann Wright	Reimbursement-VariouS	165.21
G. Blackhurst	Reimbursement-Xmas Gifts	183.29
Countrywide Grounds Maintenance	Play Area Grass Cuts (Oct)	344.89
Waverton Village Fete	Chapter 8 Training	180.00

### 2) Poppy Wreath

**RESOLVED 19/237** – that the Council pay £100.00 for the poppy wreath and additional streetlight poppies.

## MILLENNIUM MILE PATH

It was reported that the Council has received a complaint regarding the surface of the Millennium Mile path from Ravensholme Court. Cllr Matthews agreed to donate and lay gravel on this section of the path.

## COUNCIL PRIORITIES

It was agreed to consider the properties at the Council's December meeting and encourage residents and businesses to also attend the meeting and take part in the discussions.

## COMMUNITY INFRASTRUCTURE LEVY (CIL)

### 1) CIL Earmarking

It was noted the Parish Council has now received 2 CIL payments totalling £15435.80, it was agreed to earmark this funding after the Council's objectives have been set.

### 2) CIL Payments Time limit

It was noted that CIL payments must be spent within 5 years of them being received and that each year the Council has to complete a report on CIL money spent which is submitted to CW&C.

## PART 2

**RESOLVED 19/238** – that the Council move in private session to consider the following agenda items.

## BRACKETS

It was agreed to contact Tattenhall Businesses through the Business Alliance to see if they support the installation of the brackets and bunting and would be willing to contribute to these costs.

Signed .....

Dated .....

The meeting closed at 9.10pm

Ann Wright 05/11/2019

**The next scheduled PARISH COUNCIL MEETING  
is on Monday 2<sup>nd</sup> December 2019, 7.30pm  
Barbour Institute.**

Actions List from Meeting 7<sup>th</sup> October 2019

<b>Action</b>	<b>Date</b>	<b>Comments</b>	<b>Completed</b>
<u>Air Ambulance Payment</u>	15 10 19 18 10 19	Contacted NWAA Payment made by transfer Awaiting date for presentation	<b>On-Going</b>
<u>Chapter Training</u>	11 10 19 11 10 19 14 10 19 15 10 19 17 10 19	Reserved place AW Circulated to Councillors Requested permission for extra places Emailed JK to confirm his attendance emailed for volunteers	<b>On-Going</b>
<u>Zip Wire</u>		Awaiting invoice for new buffer.	<b>Completed</b>
<u>Gyro Spiral Hip Hop</u>	10 10 19 11 10 19 11 10 19 14 10 19 15 10 19	Fault identified and warning signs put on Fenced off by NTC Contacted manufacturer – check warranty Manufacture looking at warranty if covered will cover part not installation. NTC providing price for installation Awaiting part.	
<u>Council Priorities</u>		Spinney MUGA	<b>November Agenda</b>
<u>Speed Indicator Device - SID</u>		Advertise for volunteers Set date for Training set dates for using SID	
<u>Defib. Phone &amp; Cabinet</u>		Awaiting final quote from Community Heartbeat Trust	<b>On-Going</b>
<u>Allotments</u>		Meet Bolesworth Road committee Arrange Allotment holders meeting	
<u>Glebe Meadow Grant Application</u>	03 09 19 26 09 19 22 10 19	Emailed TWiG to agree process Emailed TWiG to agree process Emailed TWiG to agree process	
<u>Bunting Brackets – contact BE</u>	04 09 19 12 09 19 04 10 19 22 10 19	On CP agenda Contacted Knutsford, Winsford, Neston & CW&C. Met BE awaiting price emailed BE for prices	<b>November Agenda</b>
<u>Enforcement Consultation Response</u>	15 10 19	Submitted response & receipt confirmed	<b>Completed</b>
<u>Parking Restrictions &amp; Speed Limits</u>		Awaiting update from SB	
<u>Community Room Meeting –</u>	15 10 19	Emailed YM for meeting date	
<u>Millennium Mile</u>	21 10 19	Emailed details to IK to check and order Order posts	
<u>Letters of Thanks</u>	11 10 19 18 10 19	Emailed letter from Chairman to PC GG Letter to Mrs K	<b>Completed</b>

<u>Open Space</u>	15 10 19 23 10 19	Emailed LO requesting meeting. Meeting scheduled for 20 11 19. Emailed letter MJ requesting support	<b>On-Going</b>
<u>Gritting Routes Request</u>	24 06 19	Emailed again	
<u>Neighbourhood Plan Review</u>		Invites Groups – CLT, TWiG, Business Alliance Advertise for members Update website inc. Tof R	<b>Completed meeting 28 10 19</b>
<u>Church Bank &amp; Rosemary Road</u>	06 05 16 09 19 10 19 19	Emailed SB for update Emailed SB for update Met SB with GB, JR & AB Emailed BE & CW&C meeting November 2019	<b>On-Going</b>
<u>Spinney Fence – price removal</u>	12 06 19 12 09 19 16 09 19	Emailed Cllrs for contacts Emailed companies for quote Emailed risk assessment and asked for works confirmation works agreed. Resent above Works to completed November	<b>On-Going</b>
<u>Planning</u>	08 10 19 10 10 19 15 10 19 21 10 19 21 10 19 22 10 19 27 10 19 27 10 19	Submitted comments circulated 19/03295/FUL 19/03539/FUL reminder to NM & MW circulated comments 19/03539/FUL Circulated 19/03692/FUL Submitted comments 19/03539/FUL circulated comments 19/03692/FUL 19/0395/FUL reminder to NM & MW	<b>On-Going</b>
<u>Noticeboard</u>			
<u>Housing Numbers</u>		Awaiting publication of Housing Monitor	<b>November Agenda</b>
<u>Payments</u>	03 09 19 03 09 19	Payments made Circulated maintenance invoice for approval	
<u>Maintenance</u>		Tender document prep.	
		<u>Actions from Community Pride WG Meeting</u>	
<u>Ward Walks Programme &amp; Routes</u>	30 09 19 02 10 19	Contacted SC for info. Received & circulated to WG	<b>On-Going</b>
<u>Spinney</u>	14 10 19	Emailed PB for 'Rangers' Meeting	<b>On-Going</b>
<u>Christmas Lights</u>	25 09 19	Emailed details to councillors Order 5 additional matching sets Ordered 100 pack AA batteries	<b>Completed</b>
<u>VE Day</u>	05 09 19 17 05 19 21 10 19	Public meeting 18 <sup>th</sup> November 2019, 7.30pm Booked main hall BI Displayed Posters Emailed contacts & Facebook	<b>On-Going</b>
<u>Meet with PTA</u>	15 10 19 21 10 19 27 10 19	Emailed PTA requesting meeting dates Resent email Requested dates for meeting	<b>On-Going</b>

		<u>Actions from Community Safety WG Meeting</u>	
<u>School Transport</u>	24 09 19	Emailed KC at CW&C update on transport provision	
<u>Drop Kerbs</u>	10 10 19 17 10 19	Met SB Requested update	
<u>Fungal Growth</u>	25 09 19 25 09 19 21 10 19	Photograph taken of growth. Reported to CW&C ref:4881769 Emailed JB for update	
<u>Emergency Plan</u>		CW & GB to update contacts	
<u>Emergency Plan</u>	21 10 19 23 10 19	Emailed CW&C emergency plan guidance Circulated info to WG	
<u>Emergency Plan</u>		Check and restock emergency bags	
<u>Gullies</u>	21 10 19	Emailed CW&C & WW requesting gully schedule.	
<b><u>REPORTED FAULTS</u></b>			

## **2019 – Objectives**

- Establish FACE BOOK page – completed 21 01 19.
- Establish Weekly Surgeries – commencing 15 02 19.
- Promote Local Elections – on-going – completed 02 05 19.
- Promote understanding of Code of Conduct – **02 12 2019**



# Notes of Community Pride Meeting Barbour Institute 28<sup>th</sup> October 2019

## PRESENT

Pat Black                      Georgina Blackhurst                      Anne McGrath                      Esther Saddler Williams  
Lisa White, Ann Wright (Clerk)

Apologies were noted from Louise Gibson and Lesley Jones.

## Armistice Update

It was agreed the street light poppies will be erected on **Sunday 3<sup>rd</sup> November at 11am** meeting at the Barbour Institute (BI) and would be removed on **Sunday 17<sup>th</sup> November at 11am** meeting at the BI.

It was agreed the Clerk would email these dates/times to all councillors to seek volunteers.

## Christmas Update

### Trees & Lights

The following dates were agreed:

**Saturday 30<sup>th</sup> November** – 9.30 meet at BI to dress Christmas trees etc.

Lights to be switched on at 4.30pm.

It was agreed to contact Graham Marsden regarding which lights he had in storage and also if he was happy to dress the Millfield large tree with help.

Small Trees & Lights to be taken down **Sunday 5<sup>th</sup> January 2020**.

It was agreed the Clerk would look into how to dispose of the trees.

## Lantern Parade

The lantern parade is scheduled for **Friday 6<sup>th</sup> December arrive for 5.30 start**.

Father Christmas is expected to arrive at 5.30 but will need to leave by 6pm.

It was noted that Lisa White and the Clerk are due to meet a representative of the PTS to discuss the lantern parade and school Christmas fayre.

## Childrens Parties

The Childrens' Christmas Parties are scheduled for **Saturday 14<sup>th</sup> December** as follows:

Ticket times – First Party 11.50 arrival - 12 O'clock start

Second Party 12.30 arrival -12.45pm start

Paul Storey (Entertainer) will arrive to set up at 11.35 and will begin show for little ones at 12 noon sharp for 30 minutes - 10 min break for change over. He will do a 50-minute show for second party but has to leave at 1.45 prompt for next booking. Older children will then visit Grotto.

The grotto (Green Room) will be decorated by Councillors after 3pm on **Friday 13<sup>th</sup> December**.

Georgina Blackhurst agreed to prepare and print the party tickets and also attend the library session to give them out.

Pat Black agreed to create the party posters.

## NEXT MEETING

Tuesday 12<sup>th</sup> November 2019, 7pm.

Boys Room, Barbour Institute.

Ann Wright 29/10/2019

# **Notes of Tattenhall Neighbourhood Plan Review Committee**

## **Barbour Institute, Tattenhall**

### **28<sup>th</sup> October 2019**

#### **PRESENT**

Pat Black, Sheila Chapman, Steve Densley, Adele Evans, Andy Freeman, Doug Haynes, Andrew Hull, Terri Hull, Mike Jones, Iain Keeping, Tony Leigh-Smith, Esther Saddler-Williams. Ann Wright (Clerk)

#### **ELECTION OF CHAIRMAN**

Iain Keeping was elected Chairman.

#### **ELECTION OF VICE CHAIRMAN**

Esther Saddler Williams was elected Vice Chairman.

#### **APOLOGIES**

Lisa Fearn (Inspire Villages)  
Neil Matthews (Parish Council)  
Caryl Roberts (Friends of Tattenhall)  
Rebecca Robinson (Swayne Johnson)

It was reported that Graham Spencer and Carol Waver had withdrawn from the Committee.

#### **DECLARATION OF POTENTIAL CONFLICTS OF INTEREST**

No interests declared.

It was noted the Clerk would circulate a copy of the Council's code of conduct to members.

#### **WELCOME & INTRODUCTION inc PUBLIC PARTICIPATION**

It was noted the committee had been created by the Parish Council to review the Neighbourhood Plan noting that changes do not have to be made to the Plan. If changes are made these will be considered by an inspector and they will judge if the changes are significant enough to require a referendum to be held. Changes made to bring the plan up to date or amend errors which do not impact policies it was understood would not require a referendum. It was noted the Plan does include the provision to review the document after 5 years although there is no legal requirement to do so.

If Local Plan policies have resulted in a Neighbourhood Plan policy becoming outdated this does not invalidate the whole plan.

To review the Plan it was recognised the Committee needs to make an informed decision on how the Plan has performed.

It was noted that there is an acceptance that Neighbourhood Plans do require review on a regular basis and that there is a balance between defending against inappropriate development and the strength of the Local and Neighbourhood Plans. Where Plans have been reviewed this adds strength to their policies and makes it harder for developers to argue that the Plan is out of date.

It was recorded that the Tattenhall & District Neighbourhood Plan is a marvellous document and was a trail blazing achievement and has worked, and the Committee noted its thanks to all those in the steering group who created the Plan originally.

It was reported one of the justifications for the review of the CW&C Local Plan is the impact of Climate Change over the last 5 years and that this needs to be taken into account as part of the Neighbourhood Plan review. The review could also be a tool to identify much needed 'open spaces' in Tattenhall.

## **TERMS OF REFERENCE**

The Committee noted the Terms of Reference.

## **COMMITTEE MEMBERSHIP**

The following Committee Membership was noted and will be presented at the next of Parish Council Meeting on the 4<sup>th</sup> November for approval:

Friends of Tattenhall - Tony Leigh-Smith

Residents (individuals) of Tattenhall - Steve Densley, Adele Evans

Tattenhall & District Parish Council - Pat Black, Doug Haynes, Iain Keeping, Esther Saddler-Williams

Tattenhall & District Community Land Trust - Sheila Chapman

Tattenhall Park Primary School - Andy Freeman

Tattenhall Wildlife Group (TWiG) - Andrew Hull

CW&C Cllr. Mike Jones confirmed that he would not become a member of the Committee but as the local CW&C Councillor he would attend the meetings when possible and offer his support.

## **MINUTES**

The Committee noted the minutes of the previous working group meeting held on the 19<sup>th</sup> June and the meeting with CW&C officers on the 28<sup>th</sup> August 2019.

## **INDICATORS**

Iain Keeping gave a presentation (<https://tattenhallpc.co.uk/wp-content/uploads/2019/10/tem5-NeighbourhoodPlanReview.pdf>).

It was noted that there is a need monitor the Plan and that this is different to reviewing the Plan. It was asked if there are any parameters for monitoring the Plan and if CW&C could say this had not been done correctly and disregard the work done. It was suggested that there was no reason the scope of the work couldn't be presented to CW&C in advance for agreement.

It was noted the Plan includes 8 objectives and that these can be mapped against the Plan's policies.

It was noted that all the Plans policies and objectives need to be consider against Climate Change.

It was noted that objective 8 community involvement in the plan process had not be included in the framework but should be.

It was agreed the Plan's objectives should be judged against planning decisions made between 2010 and 2014, when the Plan was made and adopted, to create a baseline against which to judge the Plan.

It was noted that there is funding to review Neighbourhood Plans but not monitor them.

It was suggested that the new National Design Guide, an addendum to the National Planning Policy Framework (NPPF) should be considered while reviewing the Plan.

It was noted that CW&C are currently exceeding their land/housing supply targets however at some point this will result in a shortfall and CW&C will not have a 5 year supply as such it is worth considering allocating land for future development in the revised Neighbourhood Plan.

It was explained that the CW&C Local Plan Part 1 is strategic whereas the Local Plan Part 2 is the detailed policies.

It was agreed that Iain Keeping would complete the table of indicators against objectives and circulate it to the group for consideration and comment. Additional indicators also needed to be identified. This will form an evidence-based monitoring document which will identify the scope of changes required.

It was agreed the indicators need to be agreed by the end of November to allow the monitoring to be completed by the end of January 2020.

### **DESIGNATED AREA**

It was noted the original designated Plan area was based in the Parish Council boundary which has since changed, the working group and Parish Council had agreed to amend the boundary to reflect the Parish Council's new boundary however it was believed the application to change the designated area had not been submitted to CW&C to date. It was therefore agreed to defer this matter until the monitoring had been completed.

### **NEXT STEPS**

Previously discussed.

The next meeting will agree the indicators and former working groups to review planning decisions and applications against the indicators.

Meeting closed at 8.25pm.

### **NEXT MEETING**

Thursday 28<sup>th</sup> November 2019 at 7.30pm  
Boys Room, Barbour Institute.

Ann Wright 29/10/2019