

# Minutes of Tattenhall & District Parish Council Meeting Barbour Institute, 3<sup>rd</sup> February 2020

## PRESENT

### Councillors

Chairman – I. Keeping

P. Black

S. Chapman

L. Gibson

D. Haynes

L. Jones

J. Kershaw

N. Matthews

C. Parry

E. Sadler Williams

A. Scarratt

N. Sharp

### Non-Parish Councillors

CW&C Cllr Mike Jones

Public – 7

## APOLOGIES

Cllr G Blackhurst – Unwell

Cllr M Wilson – Governors training

Cllr L White – Family Commitment

## DECLARATION OF INTERESTS

No interests declared.

## PUBLIC PARTICIPATION

### Drop Kerbs

A resident highlighted that the issue of a lack of drop kerbs at various points in the village had been raised with Highways in 2009 since then only a couple had been installed. He also highlighted the number of hedges overhanging the pavements in the village.

It was noted the Council has raised the issue of the lack of drop kerbs with Highways who were developing a programme to install them over a period of time due to a lack of budget. It was also confirmed overhanging hedges should be reported to CW&C.

### Sandstone Scouts

It was asked if there were any projects which the Scouts could get involved with for their community and environment badge work. Andrew Hull of TWiG<sup>1</sup> confirmed he was going to contact the Scouts regarding a project to plant 400 trees in the village.

### Rocky Lane

It was asked if anything could be done to highlight that Rocky Lane was not suitable for large vehicles, a resident confirmed recently she had been forced to reverse up the lane to find a spot where a large lorry could pass her vehicle. It was noted in the past Rocky Lane was designated as the main route into the village from the South and that the majority of the roads into Tattenhall were narrow lanes. It was agreed to raise the matter with CW&C Highways.

## MINUTES

**RESOLVED 20/252** - that the Chairman signs, as a correct record the circulated minutes of Parish Council meeting held on the 6<sup>th</sup> January 2020.

## PARISH NEWS

It was noted that Cllr Andy Scarratt was responsible for producing the Parish News article for this month.

## ACTIONS LIST

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<sup>1</sup> Tattenhall Wildlife Group

Councillors noted the Clerk's report pages 266 and 267 of the Minutes book.

## PLANNING

### 1) Planning Register

Councillors noted the planning register, pages 47 and 48.

20/00036/FUL, Demolition of existing & erection of replacement dwelling, Lanes Farm, Wood Lane, Tattenhall, CH3 9AD.

**RESOLVED 20/253** - that the following observations be submitted:

The existing farm buildings are of little architectural merit. There is no conflict with the Tattenhall Neighbourhood Plan. Providing the new building adheres to the principles of the Village Design Statement in terms of materials used, the Parish Council has no objection to this application.

### 2) Planning applications received following publication of the agenda

20/00279/FUL, Erection of 2m brick wall to replace 2.5m hedge, 9 Newall Close, Tattenhall, CH3 9PP.

**RESOLVED 20/254** - that the following observations be submitted:

No objection, subject to proposal adhering to the principles of the Village Design Statement in terms of materials used.

### 3) Lead Planning Councillors

It was noted that Councillors Scarratt and Sharp are the lead planning Councillors until the February meeting.

## COUNCIL PRIORITIES

The Clerk reported she had met with resident Nick Benefield who had raised the concept of transition and enabling communities and that as part of this concept he had identified a number of priorities for the village which match the Council's priorities almost perfectly as such he had stated he would be happy to come and speak to the council on the matter and that this would be a good way to develop a programme to deliver these priorities.

The Council noted the Priorities the amended Priorities Table and agreed the following lead councillors:

	Priorities	Lead	Admin	Climate Change	Economic	Infra-structure	Well-Being
Admin.	Assets of Community Value			X	X	X	X
	Community Room Management	P Black L White	X			X	X
	Risk Management	I Keeping	X				
	Youth Council	L Gibson	X	X	X	X	X
N-Plan	N-Plan – monitoring	I Keeping	X				
	N-Plan - Review		X	X	X	X	X
	N-Plan – Land Allocation		X			X	
	Provision on 'Right' Homes		X	X	X	X	X

Connectivity	Footpaths, Cycle ways - connectivity	L Jones		X	X	X	X
	Drop kerbs			X		X	X
Maintenance	Village Maintenance	All		X	X	X	X
	Millennium Mile Maintenance			X	X	X	X
	Play Area Maintenance		X			X	X
Open Space	Allotments	L Jones A Scarratt	X	X		X	X
	Open Space Review	I Keeping C Parry	X	X	X	X	X
	Barnfields		X			X	X
	Spinney – Useable & Attractive		X	X	X	X	X
	Glebe Meadow – Ha ha & Funding		X			X	X
	Gorsefield – Community Orchard		X	X		X	X
	Flacca – MUGA & Track			X		X	X
	Visit Tattenhall	J Kershaw			X		X
Visit Tattenhall	Visit Tattenhall / Shop Local				X		X
	Brackets on High Street				X	X	X
	Businesses Partnership			X	X	X	X
	Improved signage A41				X		X

## COMMUNITY ROOM

The Council noted the notes of the Community Room meeting held 20<sup>th</sup> January 2020, pages 268 and 269 of the minutes. It was noted that it was proving extremely difficult to attract volunteers to form a committee to manage/run the room. One initial volunteer had pulled out however another lady had expressed an interest and it was hoped she would attend the next meeting in April.

It was agreed that the school run the Community Room until a Committee has been established noting separate accounts would be established for the Community Room showing income and costs and that future bookings are approved by email by the working group.

It was hoped that a Committee could be formed soon to prevent the Community Room from being lost as a community asset.

## ALLOTMENTS

The Council noted the notes of the Allotments Holders meeting held 20<sup>th</sup> January 2020, pages 270 and 271 of the minutes, which had been very positive. It had been noted one of the biggest problems allotment holders have is the disposal of their waste as such it had been agreed to construct a compost area on part of a plot, and that that plot holders rent would be reduced to reflect this. The Council agreed to fund materials to construct the compost area.

**RESOLVED 20/255** - that allotment holders be permitted to have a maximum of 6 hens per plot. Due to permission being granted for hens it was expected that all plots would now be filled, although it was noted it is still important to promote the allotments and try to grow a waiting list.

## CLIMATE DAY

The Clerk reported that the Barbour Institute had been booked on Saturday 1.00 to 4.00 pm to hold a Climate Day event with speakers and workshops, it was planned that the day would conclude with a debate on whether or not to declare a climate emergency.

A room had also been booked from 10.30 to 11.30 on the morning to hold a workshop for children, this idea is still being developed and it is hoped the children can produce something which can be displayed at the afternoon event possible sculptures made from recycling/waste.

## CW&C CYCLING & WALKING CONSULTATION

**RESOLVED 20/256** – that the Council submit the following observations:

Tattenhall & District Parish Council is disappointed the Infrastructure Plan has made no proposals for schemes in the rural areas.

## GREEN DOG WALKERS SCHEME

The Council noted the survey results:

Area	Dec 2018	June 2019	Dec 2019
Millennium Mile	6	0	2
Path at back of Cricket Pitch	24	0	2
Greenlands	6	5	1
New Redrow Estate	-	0	1
Covert Rise/Spinney End /Brockway etc	0	0	0
Keysbrook/Harding Avenue	6	0	3
Oaklands and Rookery drive area	0	0	0
Village centre	1	0	0
Church Yard	-	Improved	
Park Area	-	1	

It was agreed to continue to promote the scheme and to hold an Easter Egg Hunt along the Millennium Mile over the Easter Period.

**RESOLVED 20/257** – that Council set a budget of up to £100.00 for the event to be held on Saturday 4<sup>th</sup> April at 11am from the Barbour Square.

## NOTICE BOARD

It was agreed not to proceed with the installation of a notice board on the play area.

## ACCOUNTS & PAYMENTS

### 1) Accounts & Payments

**RESOLVED 20/258** – that the Council approve the payments as listed on page 37 of the Cash Book:

It was noted the Council had received a grant of £900 towards the VE day weekend which had been issued on a pre-paid debit card.

Tilston Electrical Services	Replacement of lights for war horse	120.00
MJBs	Millfield Tree Lights	50.00

## 2) Additional Invoices

**RESOLVED 20/259** – that the Council pay approve the following payments:

CW&C Planning	CLT Planning Application	949.00
Tilston Parish Council	Slcc Membership (44%)	79.00
SLCC	Climate Emergency Webinar (50%)	30.00
Tilston Parish Council	Slcc Website Accessibility Webinar (3 <sup>rd</sup> )	40.00
Ann Wright	Salary (January)	869.40
HMRC	Paye/NI	150.96
Ann Wright	Reimbursement – Stall & Postage	18.50
Nest	Pension Contribution	53.79

The Council considered a request to fund room hire at the Barbour Institute for the WW2 Poster display plus the purchaser on a couple of WW2 posters. The Council requested a firm cost for the room hire before making a decision.

## 3) Internal Audit

**RESOLVED 20/259** – that Mr H. Wright undertake the internal audit for 2019-2020 financial year.

### **HIGH STREET BUNTING**

The Council noted the comments regarding High Street Bunting, it was agreed that Cllrs Keeping and Kershaw and the Clerk meet with the business alliance representative to discuss sponsorship/funding for this project and revisit the matter at the March meeting.

### **VILLAGE MAINTENANCE**

It was agreed to proceed with the tender document it was agreed to proceed with the tender document as circulated including the maintenance of the Millfield but ask that prices are provided for each area individually.

It was agreed that the Clerk contacted CW&C streetscene to obtain the schedule for weed killing in Tattenhall inc the High Street and gully sweeping.

It was also agreed that the Clerk ask the Bolesworth Estate to cut the footpath from the Millfield to the Flacca.

### **PARISH MEETING**

It was agreed to hold the Parish Meeting on Monday 18<sup>th</sup> May 7 for 7.30 start and to begin the advertise for nominations for the Village Cup. It was agreed the evening would be an opportunity to consult on Spinney Project and would include cheese and wine.

**RESOLVED 20/260** – that the Council move into private session to discuss the following item and ask the Press and Public to leave the meeting.

### **WEBSITE ACCESSIBILITY**

The Council raise the matter at the meeting with the Business Alliance representative and Cheshire Voluntary Action and the Clerk undertakes the training before making a decision.

Signed .....

Dated .....

The meeting closed at 8.50pm.

Ann Wright 04/02/2020

**The next scheduled PARISH COUNCIL MEETING  
is on Monday 3<sup>rd</sup> February 2020, 7.30pm  
Barbour Institute.**

**January 2020 – Actions**

<b>Action</b>	<b>Date</b>	<b>Comments</b>	<b>Complete</b>
<u>Allotments</u>	15 11 19 25 11 19 20 01 20	Sent email to Tattenhall Allotments resent email Allotment Holders Meeting	<b>February Agenda</b>
<u>Assets of Community Value</u>	16 01 20	Letter to TM – SPAR/PO requesting meeting	
<u>Bunting Brackets</u>	16 01 20	Emailed RD to pass on to members, emailed to known contacts. Posted on website & FB Emailed to Tattenhall online.	<b>February Agenda</b>
<u>Church Bank &amp; Rosemary Road</u>		Monitor	
<u>Climate Day</u>	13 01 20 16 01 20 24 01 20	Email for volunteers to plan email CR for conversation Requested meeting CR	<b>February Agenda</b>
<u>Community Room Meeting</u>	20 01 20	Meeting	<b>February Agenda</b>
<u>Defib. Phone &amp; Cabinet</u>		Defib. Cabinet delivered awaiting emergency phone.	
<u>Drop Kerbs</u>		Awaiting update on programme of works	
<u>Emergency Plan</u>		CW & GB to update contacts Meeting 17 <sup>th</sup> February 2020	
<u>Emergency Plan</u>		Check and restock emergency bags Agree new location	
<u>Glebe Meadow Grant Application</u>	22 10 19 08 11 19 22 01 20	Emailed TWiG to agree process AH completed registration with Heritage Lottery Fund. emailed AH for update	
<u>Grants</u>	15 01 20	Published grants process FB & Website & emailed Councillors	<b>March Agenda</b>
<u>Highways – Flooding</u>		Monitor	
<u>Maintenance</u>	15 01 20	Circ. Tender doc to Pride WG -emailed BI & Flacca for inclusion.	<b>February Agenda</b>
<u>Maintenance</u>		Walks Programme developed	
<u>Microphones</u>			
<u>Millennium Mile</u>		Awaiting posts	
<u>Neighbourhood Plan Review</u>	06 02 20	Next meeting	
<u>Noticeboard</u>	28 11 19 16 01 20 16 01 20	Asked for suggestion on FB circulated possible NB for Park to Councillors Spoke to Devine Joinery Ltd quote for NB	<b>February Agenda</b>
<u>Parking Restrictions &amp; Speed Limits</u>		Awaiting installation.	<b>March Agenda</b>
<u>Payments</u>	06 01 20 08 01 20 09 01 20	Payments made Paid Tilston Electrical Services Paid MJBs – Millfield Tree	<b>Complete</b>
<u>Planning</u>	07 01 20 15 01 20	Submitted comments 19/04422/FUL Circulated 20/00036/FUL	<b>February Agenda</b>

<u>Planning - Letter</u>	09 01 20 13 01 20 15 01 20	Emailed CS (MJ) Letter to planning regarding comments access Emailed requested receipt of email Circulated responses FH & MJ	<b>Complete</b>
<u>Precept</u>	08 01 20 08 01 20	Emailed & Posted precept request. DS confirmed calculation & receipt	<b>Complete</b>
<u>Priorities</u>		Table for January Meeting – Group Table & Circulate Inc. Youth Council	<b>February Agenda</b>
<u>School Council</u>	08 01 19	Emailed LO for school council contact	
<u>Speed Indicator Device - SID</u>		Advertise for volunteers Set date for Training set dates for using SID	
<u>Spinney</u>	22 01 20 31 01 20 03 02 20	Emailed Twig regarding involvement Meeting CW&C Meeting CWLT	<b>February Agenda</b>
<u>Tree – 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>Website – Accessibility</u>	19 12 19 15 01 20	Emailed RD for advice on website accessibility Spoke DB (CW&C) regarding website – highlighted number concerns. Contacted TR Creative, Vision ICT & web creation uk regarding work & costs	<b>February Agenda</b>
<u>Youth Council</u>	08 01 19 09 01 19 10 01 19 10 01 19	LG forwarded poster to Parish News Posted on Facebook & posted on Website & Emailed poster to online emailed to Park Primary & Bishop Heber Submitted Press Release to Chronicle & Standard	
<b><u>REPORTED FAULTS</u></b>	06 01 20 07 01 20 07 01 20 14 01 20 08 01 20 13 01 20 10 01 20 10 01 20	Reported pothole entrance Barbour Square to BE. BE confirmed log and be repaired Reported Newton Lane junction signage REF: HW166199442 Highways confirmed sign corrected Reported Gatesheath flooding REF: HW166519547 JB Confirmed job has been raised to resolve Tattenhall Rd Hedge & Brambles REF: HW167103883 JB confirmed works completed	<b>Complete</b>      <b>Complete</b>

### Objectives for 2020

- 1) By July 2020, create an accurate Community Assets register which can be easily maintained
- 2) By July 2020, formulate Council's priorities and their progress monitoring in order to move away from 'pothole type issues' and create a more holistic approach to key agreed issues.
- 3) By December 2020, support the definition, design and initial processes for a Climate Change Project within the Neighbourhood Plan.
- 4) By December 2020 establish links and relationships to increase businesses participation in Council activities.
- 5) By December 2020, continue to increase involvement of groups and individuals with events to ensure wider community involvement & Partnership involvement.

- 6) By December 2020, establish a Youth Council to ensure involvement of a wider demographic in council business and decisions.

**Notes of School & Community Room Meeting  
Tattenhall Park Primary School  
20<sup>th</sup> January 2020**

**PRESENT**

Park Primary School

Yvonne Morgan (Business Manager), Tim Whitehall.

Parish Council

Pat Black, Ann Wright (Clerk).

Other

Bob Blackhurst, Carol Weaver.

Cllr. Black chaired the meeting.

**APOLOGIES**

Sam Evans, CW&C Cllr Mike Jones,

**DECLARATION OF POTENTIAL CONFLICTS OF INTEREST**

Cllr. Pat Black – Trustee of Barbour Institute.

Carol Weaver – granddaughter in school.

**AGREE NOTES OF MEETING 19<sup>th</sup> JUNE 2019**

The notes were agreed as a true and proper record.

**MANAGEMENT COMMITTEE UPDATE**

It was noted that Cllr. Lisa White had agreed to join the management committee but had been unable to attend this meeting and that another person who has expressed an interest in joining had since withdrawn.

It was noted a person had contacted the school to use the Community Room to run martial arts classes, it was agreed that these classes should go ahead and Yvonne Morgan confirmed the room hire for the classes would be managed through separate accounts to the school. It was noted that the room could be hired out using the CW&C hiring agreement which allowed the Committee to agree the rent, so long as that rent covered the costs incurred by the school. It was agreed to recommend to the Parish Council and Governors at their next meetings that the Community Room should be managed by the school until such time as a committee can be formed to manage it and that separate accounts would be created showing income and costs. It was agreed not to formally advertise the Community Room for hire at this time.

**INTRUDER ALARM UPDATE**

It was noted the company who manage the alarm will be at the school next week and will provide an update on if the alarm can be separated or zoned to allow the school alarm to be on when the community room is in use outside school hours.

### **TO AGREE HIRING FEES FOR COMMUNITY ROOM**

The hiring fees were confirmed at £20 per hour and £15 for repeat bookings of 8 or more sessions, this will be review in June 2020, although it was noted that there had been no bookings to date to assess these charges.

### **HOLIDAY CLUB PROVISION**

It was noted a holiday club had not run during the 2019 summer holidays, it was agreed action is required now for this summer, it was agreed to identify a number of companies which provide holiday clubs/camps and obtain prices for Summer 2020.

### **NEXT STEPS**

It was agreed to continue to advertise for volunteers to manage the Community Room. Any further requests to hire the room before the next meeting will be considered by email.

### **NEXT MEETING**

Monday 27<sup>th</sup> April 2020 at 5.00pm  
Tattenhall Park Primary School.

Ann Wright 20/01/2020

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# Notes of Allotment Holders Meeting Barbour Institute 20<sup>th</sup> January 2020

## PRESENT

### Allotment Holders

Mr B Bevan (1B & 4B), Mr J Brightwell (2B), Mr M Fowler (4A), Mr & Mrs M Hill (5), Mr P Jones (6A), Mrs G Nicol (6B), Mr R Peers (2A).

Apologies – Mr P Whitby (3)

### Parish Council

Lesley Jones, Andy Scarratt, Ann Wright (Clerk).

## Welcome & Introductions

Cllr. Scarratt welcomed all to the first allotment holders meeting, he noted that the Parish Council had been given responsibility for the allotments by CW&C and that the Council, which is funded by public money, wanted the allotments to be self-funding as far as possible.

It was noted that the colony at Gatesheath is small and as part of CW&C had benefitted from being part of a bigger scheme.

It was asked if the Parish Council owns the land, the Clerk will look into this.

## Maintenance

It was noted that the Council cuts the hedges, which require cutting asap, and also pay for the water supply through rents received. The Council had looked at getting the two vacant plots cleared and had been quoted £600 per plot to carry out the works largely because there was no access for machinery. It was noted that Mr Jones had been clearing Plot 2B.

It was noted one of the biggest problems faced by allotment holders is getting rid of waste from their plots, previously CW&C would supply a skip once a year but this did not always work as the weather could be bad on the given weekend and also as it was situated in the lay-by opposite the colony across the busy road.

It was agreed the allotments holders would meet on site and discuss the possibility of using part of plot 5A to create a communal composting area, it was agreed that the Council would fund the materials to create the waste area and the allotment holders would construct it.

## Chickens

It was noted that there had been a request from one of the allotment holders to have chickens on the site, the other allotment holders had no objection to this and a number of other allotment holders confirmed they would also like to have chickens in the future.

It was agreed to take this to the Parish Council to consider after which the allotment holder agreed to contact properties neighbouring the colony to see if they had any objections.

It was noted no cockerels would be allowed due to possible noise. It was agreed that some rules needed to be established to limit either the number of plots which chickens or the number of chickens allowed per plot.

## Rent 2020-2021

It was noted the rent for 2020-2021 was unchanged:

	Half Plot	Half Plot Concession	Full Plot	Full Plot Concession
2019-2020	£37.00	£22.20	£54.00	£32.40
2020-2021	£37.00	£22.20	£54.00	£32.40

## Future of Allotments

It was noted that the Allotments required a higher profile to make people aware and interested in them and that there was a need to develop a waiting list if possible.

It was agreed that should allotments become vacant in the future if they are not likely to be taken on quickly they need to be covered to prevent them becoming overgrown. Allotment holders were asked to supply photos of plots, produce etc for posting on FACEBOOK. It was noted that there is a lawn mower on the site which anyone can use, and it was discussed if a communal shed could be established for it to be stored in, this would be looked at by the allotment holders when assessing the composting area.

### **Communications**

It was agreed that the meeting had been successful and should become an annual event to allow allotments holders to catch up and discuss issues with Councillors. Those allotment holders with emails addresses supplied them to the Clerk to allow emails to be sent, those without would be phoned or receive information by post.

### **Agreed Actions**

Parish Council – To review permitting chickens on plots

Allotment Holders – To look at creating a communal compost area and shed.

The chairman thanked all for attending the meeting.

Ann Wright 21/01/2020

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**Tattenhall & District Parish Council**  
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