

Minutes of Tattenhall & District Parish Council Meeting Held 6th September 2021 at the Barbour Institute.

PRESENT

Councillors

Chairman – I. Keeping

J. Bailey

P. Black

D. Haynes

S. Hornby

J. Kershaw

N. Matthews

A. Scarratt

L. White

Non-Parish Councillors

Public – 1

The Chairman stated what a fantastic day Tattenhall Together Again, the previous day, had been, with so many young children attending. He thanked all who had been involved in the organising the project, the Events Working Group chaired by Lisa White, the many volunteers who had helped out before and on the day. Alison's Country Kitchen, The Spar, The Ice Cream Farm, Tattenhall Sport and many others. Plus, Yvonne Keeping who had had the idea. It was noted the event had attracted many positive comments.

APOLOGIES

G. Blackhurst – Family Commitment

S. Chapman – Family Commitment

L. Jones – Work Commitment

P. Kerr – Family Commitment

E. Sadler-Williams - Family Commitment

N. Sharp – Family Commitment

DECLARATION OF INTERESTS

No interests were declared.

PARISH NEWS

Cllr Iain Keeping to produce Parish News report for September.

TRANSITION TATTENHALL

It was noted that representatives of Transition Tattenhall had sent their apologies as they were meeting and were therefore unable to attend this meeting.

PUBLIC PARTICIPATION

Tattenhall Together Again

Mrs Keeping thanked the Council and Clerk for their support in organising Tattenhall Together Again.

MINUTES

RESOLVED 21/35 - that the Chairman sign, as a correct record the circulated minutes of the Parish Council meeting held on the 26th July 2021.

ACTIONS LIST

The Council noted the actions list as circulated, from page 45 of the minutes.

PLANNING

1) Planning Register

Councillors noted the planning register, pages 82 to 85, including comments submitted since the last meeting and decisions received. It was noted that a comment of no objection had been submitted for application 21/03348/TPO, tree works at Old Mill Place since the agenda had been published.

2) Planning Applications

21/03199/FUL- Demolition of existing dwelling and erection of a replacement detached dwelling – Hill View Bungalow, Tattenhall Lane, Tattenhall, CH3 9NH.

RESOLVED 21/36 – That the Council submit the following comment:

There is a significant increase in scale of the rebuild, but this would not impact adversely on its rural setting. The use of Cheshire redbrick with sandstone details and slate tile roof is compliant with the Tattenhall Village Design Statement and Tattenhall and District Neighbourhood Plan. The Parish Council has no objection to the proposal.

21/03252/FUL - Single storey side extension, alterations to windows – 5 Barnfield, Tattenhall, CH3 9HE.

RESOLVED 21/37 – That the Council submit the following comment:

No objection application complies with Tattenhall Village Design Statement and Tattenhall & District Neighbourhood Plan.

21/03299/FUL – Change of use of existing building from restaurant and flat into dwelling – Lynedale House. High Street, Tattenhall, CH3 9PX.

RESOLVED 21/38 – That the Council submit the following comment:

The Parish Council objects to this application as it is contrary to Policy 4 of the Tattenhall & District Neighbourhood Plan, which seeks to 'resist' the loss of commercial services which contribute to the vibrancy and vitality of the village centre.

3) Lead Planning Councillors

Cllrs P. Black and P. Kerr until October meeting.

CW&C LOCAL PLAN CONVERSATION

It was reported that the Neighbourhood Plan Group had begun to consider comments for submission and that following areas had been highlighted:

That the gaps between the settlements surrounding Tattenhall be considered for inclusion in the Local Plan as the gap between Tattenhall and Gatesheath was not currently included in the Plan, as a result this gap had already been eroded by the approval of the Chester Road development.

Rural policies 2A/B be removed from Part 2 of the Local Plan as these had been included on the false premise that Tattenhall had not reached its required housing numbers.

That all-new builds should be carbon neutral.

It was agreed comments would be circulated by email for approval before submission to CW&C.

SCHOOL TRANSPORT

The Clerk confirmed she had written to CW&C officers supporting the school transport appeals of Tattenhall residents as agreed at the last meeting and had sent copies to those parents who had contacted the Council. CW&C have confirmed they have received the letter and that it had been forwarded on to the members of the team processing stage 1 appeals.

GATESHEATH PUBLIC RIGHTS OF WAY (PROW)

Councillors noted the report highlighting that there is a gap in the Definitive Map on the PROW at Gatesheath which has been highlighted when a broken stile was reported to CW&C.

It was noted the landowner is aware of the public right of way and to monitor the situation.

COMMUNITY ORCHARD

It was confirmed that letters had been hand delivered to properties around the proposed orchard site, only one response had been received stating no objection but requesting secure fencing to prevent vandalism.

It was agreed to see if the community support the project and are interested in volunteering to help maintain the site before proceeding with the project.

MEMORIALS POLICY

RESOLVED 21/40 – That the Council agree the memorials policy as circulated, page 47 of the Minutes.

TATTENHALL ROAD SPEEDING

It was reported that there had been increasing complaints regarding vehicles speeding along Tattenhall Road which had been raised with PCSO Hurst. It was noted that community speed watch groups have now resumed speed watches following the lockdown. As such it was agreed to advertise for volunteers and run a training session for use of the SID and speed gun.

ACCOUNTS & PAYMENTS

1) Outcome of the 2020-2021 External Audit.

It was noted the Council had received a clean audit for 2020-2021 with no matters being raised.

2) Accounts & Payments

RESOLVED 21/41 – that the Council approve the accounts and payments and bank reconciliation as circulated page 77 of the Cash Book including the following payments:

PJH Outdoor Solutions	Grounds Maintenance	924.00
HMRC	NI/PAYE	159.52
A. Wright	Reimbursements	73.09
P. Marsden	Salary (watering)	184.00
A. Wright	Salary	935.36
Nest	Pension Contribution	55.99
Shires	July Payroll	36.00
Y. Keeping	Reimbursement - Wands	20.71
E Sadler-Williams	Reim. Banners	63.98
PKF Littlejohn LLP	External Audit 2020-21	360.00
PJH Outdoor Solutions	Grounds Maintenance	1158.00
MPS	Play area inspection	90.00
City of Chester Band	TTA Band	300.00
A. Wright	Reim - Various	78.09
Dutton Traffic Management	TTA Road Closure	534.00

3) Additional Invoices

RESOLVED 21/42 – that the Council approve the following payments:

Nest	Pension Contribution	55.99
A. Wright	Salary	935.16
HMRC	NI/PAYE	143.52
P. Marsden	Salary – Watering	120.00
Alison's Country Kitchen	Cakes & Refreshments for TTA	173.05

4) CIL Earmarking

It was noted the Council is holding £15,435.80 CIL funding, of which £1543.50 had donated to the Primary School for improvements to the playing field which to date has not been claimed. It was agreed the Clerk raise this with the School.

RESOLVED 21/43 – that the Council agree the follow earmarking of the CIL funding, £7833.00 for the Spinney Project administration fees and the remaining £6059.30 be earmarked for repairs to the War Memorial.

5) Millennium Mile Posts

RESOLVED 21/44 – that the Council appoint PJH Outdoor Solutions to refit existing and install the new Millennium Mile posts.

SPINNEY PROJECT

It was noted the Spinney Project works had started on site today and Cllr Keeping had met with John Seiler and the contractors on site earlier. It was noted that the works would take account of the recommendations made in the ecology survey undertaken of the site.

PLATINUM JUBILEE

It was noted that the May Bank Holiday Weekend will be moved to Thursday 2 June and an additional Bank Holiday on Friday 3 June will see a four-day weekend to celebrate Her Majesty the Queen's Platinum Jubilee, the first time any British monarch has reached this historic milestone next year.

It was agreed that all Councillors would be invited to attend a working group meeting to start planning events for the weekend along with representatives of other groups in the village to be arranged as soon as possible.

RESOLVED 21/45 – that the Council book The City of Chester Brass Band to play on the afternoon of Thursday 2nd June.

TATTENHALL TOGETHER AGAIN

It was noted the Council had raised over £1130 at Tattenhall Together Again and through sales of the raffle tickets.

YOUTH COUNCIL

The next meeting of the Youth Council is scheduled for Tuesday 28th September and that Cllr Kershaw is planning to attend.

The meeting closed at 8.57pm.

Signed

Dated

Ann Wright 07/09/2021

FUTURE PARISH COUNCIL MEETINGS
Scheduled Parish Council Meeting
Monday 4th October

Actions – July 2021

Action	Date	Comments	
<u>AONB</u>	06 08 21	Support letter	Complete
<u>Canal Towpath</u>		Responses	
<u>Christmas Lights</u>	19 01 21	Emailed GNM for help & advice obtain price roofline lights inc 9 Houses Price for lights over High Street Create Lights plan	
<u>Church Bank & Rosemary Road</u>	28 06 21	Requested update.	
<u>Community Room Meeting</u>	15 09 21	Next meeting.	
<u>Dog Fouling Signs</u>			
<u>Drop Kerbs</u>	09 07 21	As you note all are still outstanding. We don't hold a direct budget for small works such as this and they can take a while to get up the list, but appreciate this has been lengthy. I've chased their progress and will push for completion asap. (I have also asked for an additional dropped kerb at Tattenhall road's junction with Park Avenue).	
<u>Emails – Council</u>	26 05 21 07 06 21 31 08 21	Contacted CW&C about moving website Resent email to CW&C Confirmed contractor to move website & create emails.	On-Going
<u>Emergency Plan</u>		Bags in Locations	
<u>Flood – Section 19</u>			On-Going
<u>Flood - Seepage</u>	29 07 21 29 07 21 31 08 21	Draft letter to Chairman Letter sent Requested update	On-Going
<u>Friends of</u>		PB, PK, ESW, LW	
<u>Glebe & Barnfields</u>		Management plan	
<u>High Viz</u>		Order	
<u>Memorial</u>	24 06 21	Discussion	On-Going
<u>Maintenance</u>		Walks Programme developed	
<u>Microphones</u>			
<u>Millennium Mile</u>	29 07 21	Circulated quite	Agenda
<u>Neighbourhood Plan Review</u>	11 06 21	Consider Chester Road Field Funding application submitted.	On-Going
<u>Risk Management</u>		Face to face Meetings RA – Litter Picking to TH	On-Going
<u>School Transport</u>	29 07 21	Emailed letter MJ (02/07/21 & 16/07/21)	
<u>Speed Indicator Device - SID</u>		Advertise for volunteers Set date for Training set dates for using SID	Consider 2021
<u>Speed Limit Review</u>	20 04 21 26 04 21	Request Review – spoke SB will be done but delayed due impacts of COVID on staff and traffic. Emailed DR confirm speed assessment Newton-by Tattenhall due to new homes. Consider extending speed limit – await outcome of review.	
<u>Spinney Project</u>		Contractor appointed Notices	

		Press release	
<u>Welly Walk</u>			On-Going
<u>Youth Council</u>		31 08 21 – Jonny Kershaw	
<u>Youth Council – Youth Club</u>		FUNDING	
<u>Youth Council –Shelter</u>		ART HUb	
	17 11 20	Reported missing Newton Lane junction sign HW272322188	
	09 12 20	Checked reported – stated works scheduled to fix. Requested update	
	07 04 21	Due with Edgecroft sign installation.	
	17 11 20	Reported 6x street lights Barbour Square – assume they are BE - HW273228949 Confirmed BE.	
	08 12 20	Chester footway reported – H281353336 08 12 20 – confirmation job raised with streetscene	
	10 12 20	Gully reported Newton Lane/Chester Road at Gatesheath. HW282431930	
	14 12 20	Highways confirmed job has been raised and raised with managers to prioritise.	
	25 01 21	Overflow blocked reported online plus email sent HW300008839	
	28 01 21	Reported blocked culvert Tattenhall Road (Groveswood CH3 9QQ) Ref HW301609752	
	22 03 21	Reported footway opposite Park Avenue HW318592206	
	14 04 21	Requested update - MB	
	26 04 21	Requested update – MB	
	18 05 21	Reported again - HW335918770	

1. Ensure priorities and 3-year plan are finalised by April 2021

This will include:

Neighbourhood plan and Climate Change personal priorities

Business Participation: involve CW&C for advice

Climate Change to be addressed after May 2021 in light of HM Gvt initiative

2. Create an up to date listing of items and required activities around Christmas by Jan 21 in order that future years can be properly organised

3. Derive management plan by March 2021 in order that maintenance is managed tighter

4. Prepare council to apply for Local Council Award Scheme with aim to achieve Quality Gold standard by Dec 2021

TATTENHALL & DISTRICT PARISH COUNCIL

Long-Term Memorial Policy

Introduction

The Council receives occasional requests from members of the public who wish to plant a tree, place a memorial bench or other long-term memorial within a public open space which is the responsibility of the Parish Council. These are often places with which individuals or families have a particular connection or special relationship. There is no legislative requirement for the provision of public or memorial benches although it is accepted that they can provide a useful and valued public amenity.

This policy recognises the need for a consistent approach to the provision of memorials in public open spaces. As the Parish Council has limited resources, we will need to consider the future maintenance required for the item and items which are onerous to maintain or have a poor life expectancy will be avoided. In addition, opportunities to provide infrastructure for public benefit in different and new ways need to be maximised.

Policy Objectives

- To be respectful and sympathetic to those seeking to install a memorial.
- To be clear and easily understood.
- Balance the contrasting needs of open space users.
- Ensure that open spaces are not compromised, and their high-quality appearance is maintained.
- Establish the responsibility for the maintenance, repair, and replacement of memorial benches.
- Ensure the memorials are in keeping with their surroundings.

Policy

1. The Parish Council can only consider the installation of memorials on land for which it has responsibility or ownership.
2. Any items to be installed on land owned and managed by Cheshire West & Chester Council (CW&C) will require permission from CW&C, any items to be placed on a roadside verge will require a roadside licence from CW&C.
3. The Parish Council will consider long-term memorials including:
 - Benches and picnic tables
 - Trees
 - Other infrastructure which would be of benefit to the community e.g. gates, noticeboards.
4. Applications for Memorials should be made in writing to the Parish Council Clerk (email is acceptable) and should include the following information:
 - A description/drawing of the proposed memorial, proposed materials, location and wording which will be included on the memorial or plaque.
 - Confirmation that the person to whom the memorial is in memory was a resident of Tattenhall & District Parish Council area or the nature of their close connection to the area.
5. The Parish Council will not consider applications for memorials for pets.
6. The applicant will be responsible for all costs relating to the supply and installation of the memorial and its future maintenance.

7. If the memorial is to be placed on grass in most cases it will need to be fitted to a concrete base which it will be the responsibility of the applicant to fund.
8. The Parish Council accepts no responsibility for the memorial being damaged, vandalised or stolen.
9. The Parish Council reserves the right to remove or relocate memorials at any time. Every effort will be made to contact the Applicant in either of these circumstances.
10. The Parish Council does not permit the interment or scattering of ashes within its recreation grounds and other open spaces.
11. The affixing of plaques to existing benches will not be allowed.
12. No additional mementoes e.g., statues, flowers, wreaths, vases etc will be permitted on or around the memorial.

Adopted: 6th September 2021
Date of Review: May 2022