

**Minutes of Tattenhall & District
Parish Council Annual or First Meeting
Held virtually via Zoom, 4th May 2021.**

PRESENT

Councillors

Chairman – I. Keeping

J. Bailey

P. Black

S. Chapman

L. Jones

P. Kerr

N. Matthews

E. Saddler-Williams

N. Sharp

L. White

Non-Parish Councillors

Public – 4

APPOINTMENT OF CHAIRMAN 2021-2022

RESOLVED 21/01 – That Iain Keeping be elected Chairman for the year 2021-2022 and agreed to sign the acceptance of office.

APPOINTMENT OF VICE CHAIRMEN 2021-2022

RESOLVED 21/01 – That Cllrs Kershaw and Sadler-Williams be elected Vice Chairmen for the year 2021-2022 and agreed to sign the acceptance of office.

APOLOGIES

G. Blackhurst – Family Commitment

A. Scarratt - Family Commitment

D. Haynes – Technical issues

J. Kershaw – Family Commitment

CW&C Cllr Mike Jones.

DECLARATION OF INTERESTS

No interests were declared.

PARISH NEWS

Cllr Neil Matthews to produce Parish News Report.

PUBLIC PARTICIPATION

Jubilee Woods

Council noted the letter received from Bolesworth Estate regarding the substantial amount of litter and waste in the Jubilee Wood at the rear of the Flacca Sports Ground which is managed by TWiG. The letter stated the levels of waste were unacceptable and would have a significant impact on the wildlife. It was stated that should the dumping of waste continue that public access would be stopped.

A resident and member of TWiG reported that a shocking amount of litter had been left on the site including scaffolding, barrier fencing, 7 pallets, a duvet, a tyre and large amounts of micro-plastic which were impossible to remove fully. In addition 1 or 2 firepits had been created and damage had been done to a tree.

It was stated the dumping of these materials was tantamount to vandalism.

Amenity Cleaner

A resident stated the employment of an Amenity Cleaner would provide a solution to the on-going issue of litter in and around the village and could also check grids are not blocked etc. It

was suggested the reliance on volunteers who were doing a fantastic job litter picking, was not sustainable.

Phase 2A – Slowing Millbrook Works

It was noted that Phase 2A of the works to slow the flow of the Millbrook into Tattenhall are due to start on Monday 10th May, it was reported that during these works there is likely to be an increase in sediment in the Brook.

MINUTES

RESOLVED 21/02 - that the Chairman sign, as a correct record the circulated minutes of Parish Council meeting held on the 6th April when possible.

ACTIONS LIST

The Council noted the actions list as circulated, from page 8 of the minutes. It was agreed to remove Climate Day from the Actions List as this was something Transition Tattenhall were planning to undertake.

It was reported that the replacement Millennium Mile posts are now ready for installation, Cllrs Bailey, Kerr and Kershaw offered to assist.

ANNUAL REPORT

It was agreed that the Council would prepare an Annual Report for 2020-2021 in the same format as recent years, it was agreed to print a small number of copies and to publishing online. It was agreed the Report would be agreed by councillors via email before publication.

APPOINTMENTS & COMMITTEES

RESOLVED 21/03 – that the council agree the following appointments, committees and working groups, noting current chairman are highlighted in bold print.

Allotments - Lesley Jones, **Andy Scarratt**

Events - John Bailey, Pat Black, Georgina Blackhurst, Lesley Jones, Anne McGrath, Esther Sadler Williams, **Lisa White**.

Maintenance - John Bailey, Pat Black, Georgina Blackhurst, Lesley Jones, Anne McGrath.

Neighbourhood Plan Review Committee - Pat Black, *Sheila Chapman (CLT)*, Doug Haynes, **Iain Keeping**, Neil Matthews, Esther Sadler-Williams, plus public members.

Open Spaces - Georgina Blackhurst, **Iain Keeping**, Esther Sadler Williams, Lisa White.

Spinney Working Group - Georgina Blackhurst, **Iain Keeping**, Paul Kerr, Esther Sadler Williams.

Visit/Shop Tattenhall – Iain Keeping.

Lead Councillors

Community Safety - Georgina Blackhurst (PCSO Hurst)

Finance – Andy Scarratt

Risk Management - Iain Keeping

Staffing - Iain Keeping & Esther Sadler Williams

Youth Council – Lisa White

COUNCILLOR ROTA

RESOLVED 21/04 – that the council agree the rota as circulated, noting that the named month for planning is the meeting that councillors will report on planning matters.

DOCUMENTS & POLICIES

RESOLVED 21/05 – that the council approve all council documents and policies, noting the emergency plan has now been approved by CW&C.

COUNCILLORS EMAIL ADDRESSES

It was reported that Councillors should consider creating specific email addresses for use in their role as Parish Councillors this would make it easier should there be an FOI request involving emails and also help with GDPR compliance, as it is important the only councillors can access their council emails. It was agreed to establish council emails for each councillor.

PLANNING

1) Planning Register

Councillors agreed the planning register, pages 75 to 77, noting that comments of No Objection had been submitted for applications 21/01158/FUL and 21/01159/LBC, extension at Laurel Bank since the agenda was published.

2) Planning Applications

21/01662/CAT, Tree works – Rose Cottage, Red lane, Huxley, CH3 9BZ

RESOLVED 21/06 – No objection.

21/0088/FUL – Demolition of garage, carport, rear sunroom and kitchen outrigger and erection of a single storey extension to side – Ardmish House, Tattenhall Road, Tattenhall, CH3 9QQ.

RESOLVED 21/07 –

- This is a retrospective application as the proposed extension is already well under way.
- The extension is very large, wrapping round the side of the house and coming very close to the side boundary of the property. This is a corner plot, however, so the new building will not have any impact on surrounding houses.
- The extension appears to fall within permitted development, being ground floor only.
- A breeze block wall with gate posts, also in breeze block, is in the process of construction. There are 3 or 4 slate courses at the bottom of the wall so it looks like it will be rendered.
- The breeze block wall is completely out of keeping with surrounding properties and does not comply with the VDS.

Tattenhall and District Parish Council ask that it is noted that is disappointing this application has been received in retrospect.

The Council objects to the boundary wall which is under construction as it is out of keeping with the character of the surrounding area and does not comply with the Tattenhall Village Design Statement.

Village Surgeries Trees

It was reported that the Village Surgeries Group have had the 4 trees in their car park surveyed, 3 of which are overhanging the car park surveyed. As a result, the 3 trees around the car park are to be removed and the fourth tree is to be pollarded. It was noted the trees are not part of the conservation area and that this information is just to advise councillors in advance of the works.

3) Lead Planning Councillors

It was noted that Councillors Blackhurst and White are lead planning councillors until June.

FINANCIAL AUDIT (AGAR) 2020-2021

1) Yearend Accounts & Audit Summary

RESOLVED 21/08 – That the Council agree the year end accounts and summary as recorded in the cash book pages 61 to 69.

2) Asset Register

RESOLVED 21/09 – That the Council agree the asset register as recorded in the cash book pages 66 to 67.

3) Internal Audit

RESOLVED 21/10 – That the Council note the comments made by the internal auditor and actions taken

Auditor Comment	Action
When agreeing to Expenditure for an unknown amount can I suggest that an initial maximum figure is approved, e.g. not exceeding £xxx. If the total expenditure subsequently exceeds this figure the Council can then approve the increased sum at a later date. Payments made to Morral Play Services and MJB (Qtr 4) fall into this category.	Note
An entry on the Expenditure Sheet - 30/6; Bank Charges; £14.80 - is in the wrong column. Staff rather than Admin Charges.	Corrected inc. cash books.
The effects of 2 above mean that amendments are required to AGAR page 5 as indicated in pencil on the page itself. Minor amendments are also needed on the Variances Sheet, again as per pencil indications.	Corrected
The Fixed Asset figure on AGAR p5 for 19/20 is incorrect by £400. Given the small amount involved no action is recommended.	Noted
It was noted in the September PC Meeting Minutes that a review of the Risk Assessment document was to be undertaken. Later Minutes (p422) suggest this was completed. If so, please amend the heading on the Document to show the correct date. I printed off a copy from the PC Web Site which shows 2020.	Corrected
I recommend that both the Fixed Asset Register and the Risk Assessment Document are reviewed and approved/amended by the Council in March each year just before the year end.	Noted – scheduled Risk Assessment review February 2022 & Asset Register March 2022
The VAT total on the Spreadsheet differs to that on the VAT Reclaim - amount is £7.12. Given the small amount involved this can be disregarded. However, it is recommended that the Spreadsheet and Return are reconciled at regular intervals to ensure that there is no discrepancy showing. The amount claimed at the yearend should equal the Spreadsheet VAT column.	Noted.
VAT should only be reclaimed when there is a Receipt/Invoice and a Supplier VAT Number to hand.	Noted – was awaiting Vat no. from Company not received.
The previous Internal Auditor suggested an Interim Review during the year to help ease the workload at year end. I strongly support this suggestion.	May agenda item to approved mid-year audit.

4) Half -Year Internal Audit

RESOLVED 21/11 – That the Council appoint Mr. P Sanders to undertake a half year audit in October 2021.

5) Annual Governance Review 2020-2021

RESOLVED 21/12 – That the Council agree with statements 1 to 8, noting 9 is not applicable, page 71 of the Cashbook.

6) Accounting Statement 2020-2021

RESOLVED 21/13 – That the Council approve the accounting statement as on page 72 of the cashbook.

ACCOUNTS & PAYMENTS

1) Accounts & Payments

RESOLVED 21/14 – that the Council approve the accounts and payments as circulated page 74 of the Cash Book including the following additional invoices/payments:

Domaincheck	Domain renewal – 2 years	25.18
SPS	Payroll M12	18.00
Sanctuary Housing	Garage rental	50.40
Water+	Allotments	14.36
SSE	Power	10.37
P. Sanders	2020-2021 Internal Audit	85.00

2) Approval of Invoices Received

RESOLVED 21/15 – that the Council the following payments:

1 Stop Promotions Ltd	Bunting	153.00
PJ Hellmers	Grounds Maintenance	1206.00
A. Wright	Salary	935.36
HMRC	Paye/NI	113.52
Nest	Pension contribution	55.99

3) Cheshire Community Action

RESOLVED 21/16 – that the Council join CCA at a cost of £50.

4) Regular payments

RESOLVED 21/17 – that the Council approve the following regular payments:

Nest – Pension (DD)

SE – Electricity for memorial (DD)

Waterplus – Allotments & Glebe Meadow water (DD)

Sanctuary – Garage Rental (DD)

Information Commissioners Office – Data registration (DD)

5) Budget Review

The Clerk reported that the Council brought forward an additional £13.5k than had been predicted in January when setting the precept however £12k of this was the result of CW&C Highways not invoicing for the £12k for the new speed limits before the end of the financial year. The council had budgeted a total of £13k for projects of which £7.5 had been allocated (spent) on the 3rd Party Funding for the Spinney project leaving £5.5k unallocated, however £2k of this would need to pay for the investigative works to the Memorial.

The only other unallocated money £5.8k CIL funding.

As such the vast majority of funding held by the Council is allocated and any additional projects at this time would impact on reserves and finances for future years.

STREET ORDERLEY

It was noted that give the budget review it would be difficult to fund a street orderly at this time and that it may be something the Parish Council would precept for in the future.

It was agreed to request a meeting with CW&C Streetscene to discuss service levels and standards, in Tattenhall and the surrounding area.

The council recorded its thanks to all the volunteers who are litter picking in and around the village.

EVENTS UPDATE

1) Welly Walk

It was reported the arrangements for the welly walk are progressing well and that 47 families and businesses have registered to take part. The Walk will be launched at the Church Fete on 3rd July.

2) Community Event

It was agreed that the Council would organise Community Event at the Flacca on Sunday 5th September. The event will be a simple community event possibly including a short parade with children carrying flower wands led by a brass band, community groups would be encouraged to have stalls as well local businesses and the country market.

RESOLVED 21/18 – That the Council agree a budget of up to £500 for the event.

3) Remembrance & Christmas

It was noted the BI was booked for Remembrance Sunday for the council to provide refreshments as has been done previously. Plans are already underway for the children's Christmas parties and Christmas market.

It was noted that all events will be reviewed, and risk assessed in light of covid regulations at the time.

RURAL LIVING GUIDE

Councillors noted the notes of meeting held with Alan Batty from CW&C and representatives of neighbouring Parish Council from page 11 of the Minutes. It was noted that as of the beginning of April people with a connection to rural areas no longer had priority when applying for social housing in those areas unless there is a condition specifying this in the planning conditions for the property.

As a result of this the group were working on creating a template for a rural living guide to be completed by Parish Councils identifying what services and resources are available for their area so that people can make informed decisions when applying for properties.

Cllr Chapman agreed to confirm that such a clause will be included in the permission for the Community Land Trust properties.

SPINNEY PROJECT

Councillors noted the notes of meetings held with CW&C officers regarding the land adjacent to the Spinney which is owned by CW&C and with John Seiler from the Total Environment team who will be managing the project from page 16 of the Minutes. It was hoped the project will start towards the end of the summer and be completed in November, depending on weather given the site can become very wet.

MARKET TATTENHALL

The Clerk reported that she had attended the last meeting of the Tattenhall Business Alliance (TBA) along with Pam Bradley from CW&C to discuss a possible workshop with businesses and the community to work on a brand image for Tattenhall. As a result of discussion at the meeting the next step was for a number of the TBA to meet virtually with Pam Bradley and the Clerk to discuss a marketing strategy using the TBA existing branding to promote Tattenhall and to encourage residents to use local businesses and services.

YOUTH COUNCIL

1) Update

The Council noted the minutes of the last Youth Council meeting held on the 21st April, from page 19 of the minutes, and the progress they had made regarding the creation of the Youth Club and an Art Workshop to decorate the Youth Shelter.

It was agreed the Council needs to contact the school and resume meetings regarding the Community Room.

2) Next Meeting

It was agreed Cllr Sharp would attend the next Youth Council meeting on the 18th May.

MISSING ROAD SIGNS – EDGECROFT & NEWTON LANE

It was reported this item had been include on the agenda given the length of time take from CW&C to replace the missing road signs both of which had been reported in 2020. The Highways engineer has now confirmed the replacement signage has been ordered and is expected from the manufacturer soon and will be installed. It was agreed to see if the signage is installed in the next 4 weeks and if not the take further action.

LOCAL COUNCIL AWARD SCHEME

It was agreed the Council would not apply for the LCAS but would complete the application form and publish on the Council's website to demonstrate the Councils standard of working.

FUTURE MEETINGS

It was reported that the High Court has ruled that Parish Councils cannot lawfully meet virtually without changes to existing legislation. The Government currently has a call for evidence regarding virtual meeting with a deadline of the 17th June.

It was agreed the Council respond to this call for evidence in support of future meetings being held virtually.

It was agreed to cancel the June meeting of the Council unless urgent business arises, and to undertake a risk assessment and review face to face meetings for the July meeting.

The meeting closed at 9.03pm.

Signed

Dated

Ann Wright 05/05/2021

FUTURE PARISH COUNCIL MEETINGS
Scheduled Parish Council Meeting
Monday 5th July (TBC)

March Actions

Action	Date	Comments	Complete
<u>Bunting</u>	08 04 21 20 04 21	Installation update inc. all property owners notified. SB confirm installation as long as height at lowest point is 5.1-5.5m above the Highway.	
<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>	12 02 20 12 02 20 01 09 20 09 11 20 20 04 21	Emailed Highways for update Emailed BE – Rosemary Row update Requested update Confirmed scheme and costings being drawn up. SB confirmed visited with Road Safety Officer and scheme is on list as priority due to restrictions on funding. Looking to extend footway into Church Bank and kerbing at Rosemary Row.	
<u>Climate Day</u>			Consider May 2021
<u>Community Room Meeting</u>	19 03 20	Cancelled will reschedule when schools reopen.	
<u>Dog Fouling Signs</u>			
<u>Drop Kerbs</u>	12 02 20 01 09 20 09 11 20 20 04 21	Emailed Highways for update Requested update SB confirmed number dropped kerbs been sprayed up ready for works – Highways are carryout safety audit on one by Park Road SB Meeting – raised no kerbs completed he confirmed he would chase this up.	
<u>Emergency Plan</u>		Bags in Locations	
<u>Flood Meeting</u>			On-Going
<u>Flood - Seepage</u>	22 04 21	Letter CW&C – sent and received. Meeting – BE, BI, EA, CW&C, PC, Residents	On-Going
<u>Gatesheath Road Safety</u>	09 12 20 13 01 21 20 04 21	Contacted officers request meeting. Resent above request SB Meeting – agreed arrange meeting. Requested meeting date after 17 May	
<u>High Viz</u>		Order	
<u>Memorial</u>	07 04 21	Appointed Tier	
<u>Newton-By-Tattenhall development</u>	25 04 21	Request site visit.	
<u>School Road Safety</u>	02 12 21 18 12 20	Requested update from meeting Requested update from meeting	

	13 01 21 18 01 21 25 01 21 26 04 21	Resent above email CW&C confirmed il undertake count for crossing once schools reopen and attendance settles. Above information forwarded to school. Emailed school for update	
<u>Spinner Grant Application</u>	07 04 21	Completed 3 rd Party Payment	Complete
<u>Maintenance</u>		Walks Programme developed	
<u>Microphones</u>			
<u>Millennium Mile</u>	12 02 20 12 08 20 19 01 21	Posts invoice paid IK arranging to collect posts with JK Posts with IK for work	
<u>Neighbourhood Plan Review</u>		Consider Chester Road Field Apply funding	
<u>Risk Management</u>			
<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>Welly Walk</u>			On-Going
<u>Youth Council</u>		21 04 21 Norman Sharp Cathy MGhie from CW&C	
	17 11 20 09 12 20 07 04 21 22 04 21	Reported missing Newton Lane junction sign HW272322188 Checked reported – stated works scheduled to fix. Requested update Due with Edgecroft sign installation.	
	16 11 21 07 04 21 22 04 21	Edgecroft sign job raised. Requested update HW323463216 Due from manufacturers install asap	
	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 14 12 20	Gully reported Newton Lane/Chester Road at Gatesheath. HW282431930 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	

	03 03 21	Reported path between Covert Rise and Barnfields HW31265234	
	22 03 21	Reported no action has been taken.	
	14 04 21	Emailed MB for update	
	22 03 21	Reported footway opposite Park Avenue HW318592206	
	14 04 21	Requested update - MB	
	26 04 21	Requested update - MB	

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
Informal meeting to CW&C Housing Allocations Policy
11th March 2021 via Teams.

PRESENT

CW&C Senior Housing Policy Officer – Allan Batty
Malpas Parish Council & Threapwood Parish Council – Chris Whitehurst*
No Mans Heath & District Parish Council – Trevor Parker*, Stephen Roberts*
& Mike Voisey
Tattenhall & District Parish Council – Ian Keeping, Ann Wright (Clerk)
Tattenhall Community Land Trust – Carol Spencer
Tarporey Parish Council - Gill Clough, Lisa Miller
West Cheshire Housing Manager – Terry Upton
* Members of Malpas & District Community Land Trust

Purpose of Meeting: Presentation on changes to CW&C Housing allocation Policy

Mr Batty gave a presentation on the changes to the CW&C housing allocations policy, he stated the policy had taken a long time to produce and would be live from the 5th April 2021.

He confirmed all local authorities must have housing allocations policy which sets the criteria on which houses are allocated, priorities and operation. Housing allocation policies can give 'reasonable preference' or a 'head start' to people for the following reasons, homelessness, overcrowding, medical or welfare need, due to the unsatisfactory condition of their current property or to be moved from a locality for hardship reasons.

One of the biggest changes to the policy is the reduction of priority banding from 5 to 3 bands, this had resulted from responses to the consultation and the view that 5 bands had been too complicated.

Bands A, urgent need, and B, high need, are unchanged.

A new 'Housing Options' band has been introduced for everyone who does not fall into Bands A and B and do not have a statutory need for housing.

'Right to Move' – people will still be able to apply for housing under the right to move which allows people in social housing in other parts of the country to apply for social housing in Cheshire if they are having to move to the area for work.

The West Cheshire Homes website has been updated and will include a section on what other types of properties are available in addition to social rented to support those in the new Housing Options Band e.g., shared ownership, private rented.

Other changes to the policy include:

To apply for a property, you will need to have a minimum 2-year connection to the Borough.

People can only bid for 3 properties during a bid period, previously people might bid on as many properties as possible in the belief this would increase the likelihood of them getting a property.

This will help to speed up the bidding process.

The definition for overcrowding has been updated.

There will no longer be a rural preference unless this is identified in the planning conditions for the property.

Clear rules are in place for direct lettings, where properties are let without being advertised, and the number of properties that can be let in this way is limited each year to 10% of the properties that become available.

People can only bid once they have resolved any rental arrears of up to £1k.

People will not be allowed to bid if their savings or investments are above set levels:

Aged up to 55 = £25k

Aged over 55 = £125k

Individuals with an income of £45k+ or couples with an income of £60k+ are excluded from bidding, which is common across the Country.

It is recognised that these are big changes and as such fact sheets will be available when the new policy goes live in the help section of the website.

A number of new procedures sit below the policy which will assist staff and also housing associations.

When the policy goes live on the 5th April a new online customer application form will be available and an advice line is in place during March to assist those on the existing register whose banding has changed. If their circumstances have changed they will be able to complete the application form and be reassessed.

It was reported that there are 9k people on the housing register of which 4.5k are in the new Options Band.

It was agreed that additional information including the presentation would be circulate to those in attendance.

Question & Answer Session

Bid Period

It was noted the weekly bidding cycle will no longer exist instead properties will be advertised when they become available for a minimum of 4 days, people on the housing register will be encouraged to set up alerts to be notified if a property they are eligible for becomes available. The online bidding system will calculate the number of bids people have made and prevent more than 3 bids being placed.

There will no longer be a weekly list of properties circulated.

Rural Allocations

It was reported that since 2010 in Malpas there have been approximately 400 new dwellings built of which around 133 are affordable properties, 41 of which are managed by Plus Dane. However very few local people have been able to obtain these properties. As such concern was raised regarding local people being able to find homes who need to stay in the area. It was suggested that this question would not be answered until the new system had been put in place, it was therefore asked if the policy would be reviewed in 12 months to judge its effectiveness. It was stated that a 12-month review was unlikely but the policy would be continuously monitored.

It was stated that people do tend to apply for homes in the place they are familiar with.

How properties would be dealt with that are not taken up when advertised will vary according to the attached planning conditions etc.

It was noted the housing register had been closed during March to allow the migration to the new register but those already on the register had been able to bid for properties.

The website, www.westcheshirehomes.co.uk has a new help section which includes a range of guides which can be accessed by anyone regardless of if they are on the housing register, these include guides on local connections, housing related debt, as well as change to the allocation policy.

A useful links section which includes links for those in private rented accommodation which is in disrepair is available on the website along with FAQs which address among other things how likely someone is to be allocated a property.

It was noted that approximately 1200 social rented properties become available each year and tend to attract 30/40 bids or applications each.

Non-Digital Support

It was noted that the website is very good and useful but that there is still large number of people who do not access information online and who just don't have the ability to access the system.

It was noted that staff will deal with bids etc by phone where there is no other alternative and that friends, family or support workers can access the system on others behalf and now a secondary email can be added to make sure people do received notifications.

It was noted Age UK and Citizens Advice had been made aware of changes to the housing allocation policy and procedures.

Rural Guide

It was agreed to create a rural guide to be added to the website to allow those bidding on rural properties to understand the difference between rural and urban areas e.g., reduced facilities and infrastructure and reduced access to public transport.

It was agreed to set a date mid-April to work on this guide.

Supply and Demand

It was discussed that there is a large disparity between the properties available and those which are needed and whether this can be addressed through planning.

It was reported that currently there are 180 households in hotels or temporary accommodation the vast majority of which are single people aged under 55 and that there is a shortage of 1-bed properties particularly in the Chester area.

All were thanked for attending the meeting which had been extremely useful.

Ann Wright
12 03 21



Tattenhall & District Parish Council
Informal Meeting Discuss Rural Housing Guide
22nd April 2021 via Teams.

PRESENT

CW&C Senior Housing Policy Officer – Allan Batty

Malpas Parish Council, Threapwood Parish Council & Malpas Community Land Trust – Chris Whitehurst

Tattenhall & District Parish Council & Tattenhall Community Land Trust – Sheila Chapman

Tarporley Parish Council - Gill Clough.

Clerk – Ann Wright

Purpose of Meeting: To discuss creation of Rural Housing Guide.

The meeting had been called as a result of the new housing allocations policy which no longer includes a rural connection/p[priority criteria for people applying for homes in the rural area, unless this connection was specified as a planning condition (S106) for the properties.

As such there was a concern some people applying for homes would have an idyllic view of living in a rural area where there can be very few services and limited public transport. As such it was important that people make an informed decision when apply for homes in a rural area. It was explained when people log on to the West Cheshire Homes listings, they will only be able to see properties that they are eligible to bid for e.g., a single person will only see one bed properties.

When looking at a property there is a tab with a map which shows you where the property is and can identify schools, libraries etc.

The group viewed a property which was stated as being in Tarporley but was in fact in Kelsall. It was noted this was a concern as the facilities and community in Kelsall are very different from that in Tarporley, it was noted that properties in Edge and Tilston are advertised as being in Malpas.

Chris Whitehurst agreed to develop and circulate a template for Parishes to capture their local facilities which could be added to the website for people applying for the properties to review. It was agreed an extra box could be included for parishes to add narrative about their Parish including links to other websites and Facebook pages.

A discussion took place as to where best this guide should be made available to encourage those applying for properties to look at it.

It was agreed to see if it could be added to the Parish Council Information page on the CW&C website and a link included on the West Cheshire Homes website in the help section.

It was agreed the information should be called the Rural Living Guide.

Actions

Alan Batty to contact CW&C regarding placing information on Parish Council pages on CW&C website.

Chris Whitehurst to develop and circulate Rural Living Guide Template for completion and discussion at next meeting.

Rural Connection Criteria

Chris Whitehurst raised concerns regarding a reserved matters (REM) application currently being considered by Malpas Parish Council which includes 17 affordable properties. He reported that Parish Council has asked if it is possible to include a rural connection condition to any permission however the planning officer had not supported this.

It was noted that it was a concern if planning officers were not willing to include this condition in new planning applications in the rural area. It was agreed the matter should be discussed with Rachel Rens at CW&C.

Sheila Chapman agreed to confirm such a policy will be include in the permission for the affordable development in Tattenhall being brought forward by the Tattenhall Community Land Trust.

Next Meeting
Thursday 20th May 2021
10am via Teams

Ann Wright
25 04 21

Tattenhall & District Parish Council
Informal Meeting to Discuss Land adjacent to Spinney
28th April 2021 via Teams.

PRESENT

Tattenhall & District Parish Council – Paul Kerr, Iain Keeping (Chair), Esther Sadler Williams, Ann Wright (Clerk)
CW&C - James Billington (Streetscene), Sarah Dobbins (Localities), Dave James (Countryside Ranger).

Purpose of Meeting: To discuss management of land adjacent to the Spinney & coordination with Spinney Project.

It was noted that the Parish Council had received approximately £70k funding for a scheme to open up and provide better access to the wooded area own by the Parish Council known as the Spinney.

Initial drawings for the scheme included the land adjacent to the Spinney which is owned by CW&C which included converting the grassed area to a wildflower meadow, cutting back the coppice and reinstating the pond as well as clearing the area next to the Mill Brook to create a space for people sit and to give it more prominence.

It was noted that the Parish Council would consider an asset transfer of the land however it was noted that there was strong resistance from Councillors to take on more land and maintenance of additional areas.

It was noted that this was a good time to review the scheme as CW&C are launching the Grassland and wildlife strategy in June.

CW&C officers confirmed that they would need to assess the site before making any commitments, it was stated that introducing wildflower areas does not necessarily free up resources.

It was noted that it is difficult to access the site with large machinery as the accesses are limited by residential properties or by the footbridge across the Brook.

It was asked if bins were planned as part of the scheme, it was confirmed they had been priced for, but no decision had been made regarding their location.

It was agreed to hold a site meeting to discuss the project further.

Site Meeting
Friday 21st May – 1pm
Meeting by Footbridge at entrance to Spinney.

Ann Wright
28 04 21

Spinney Working Group
28th April 2021 via Teams.

PRESENT

Tattenhall & District Parish Council – Paul Kerr, Iain Keeping (Chair), Esther Sadler Williams, Ann Wright (Clerk)

CW&C - John Seiler (JS)

Purpose of Meeting: To discuss commencement of project.

John Seiler confirmed that he would be managing the project.

It was noted the site can be extremely wet as such works need to avoid the wetter seasons if possible, it was hoped work can commence as soon as possible, towards the end of the summer with works completed by November.

It was noted that clearing of vegetation etc can proceed during the nesting season so long as the area has been checked and no nesting birds are present.

It was noted that access to the site is limited due to the narrow paths, deliveries will be via the Millbrook End path. It was agreed to avoid closures of the paths and access other than for short periods for deliveries etc noting this is a very well used route to the primary school. It was agreed to publicise on social media and notify the school if possible before any paths are closed, although the path from Spinney End and the footbridge will remain open. It was noted the Spinney itself will be fenced off.

It was noted it is important not to damage the existing footpaths and repair of any damage done will be included in the tender documents.

Boardwalk

It was discussed that the Parish Council had discussed the use of recycled plastic boards on the boardwalks, JS confirmed he would investigate products, noting this could have an impact on the budget. It was noted that plastic boardwalks can be slippery and that there are recycled wood products which are a combination of plastic and wood which are very durable and look more natural.

The group needs to consider whether to install handrails on the board walks, and if so if they are on one or both sides.

Interpretation Boards

It was noted that the scheme included artistic interpretation boards. JS confirmed he had contact information for artists but that it would be a good idea to look for someone locally and possibly make more of a project out of this aspect of the scheme including the community and school.

Friends of the Spinney

It was agreed to start the process of forming a Friends of group for the Spinney who might be interested in taking part in planting etc and lead with the interpretation project.

Land Adjacent to Spinney

It was noted that discussions had taken place regarding CW&C implementing the scheme proposed on the land adjacent to the Spinney, it was noted that a site meeting has been

arranged with CW&C officers to discuss this further, JS confirmed that he would attend that meeting.

Next Steps

- JS to review costings and prepare tender documents.
- JS to contact tree officer regarding need for CAT application or whether works are classed as management works.
- JS to confirm planning permission is not required.
- JS to circulate design ideas and research boardwalk materials.
- Clerk to circulate consultation comments and masterplan.
- Clerk to draft article including call for artists and people to join Friends of group.

Site Meeting
Friday 21st May – 1pm
Meeting by Footbridge at entrance to Spinney.

Ann Wright
29 04 21

Minutes of Tattenhall & District Youth Council Meeting Virtual, 21st April 2021

PRESENT

Youth Councillors

Amelia Anna Beth Carys Frankie Holly

Other

Cathy McGhie – CW&C Youth Service

Mary Pilkington

Parish Councillors

Lisa White Clerk – Ann Wright

Chairman

Anna agreed to chair the meeting.

Welcome

Everyone introduced themselves including Cathy McGhie and Mary Pilkington who was attending regarding the art workshop as a local artist and former art teacher.

Apologies

Lilly, Louise Gibson.

Notes

The Council agreed the notes of the last meeting on the 24th March 2021.

Youth Worker/ Support

Cathy explained that CW&C Youth Service provides support for 13 to 19 year olds and focuses on the most deprived areas of CW&C. They have recently undertaken a consultation to lower the age to 11 year olds.

She suggested to run a youth club you would need a youth worker and 2 or 3 volunteers.

It was suggested that there was a need for a Youth Club in Tattenhall when young people could hang out and be with their friends in a safe environment.

It was suggested having a 3-hour session, which would be split between juniors and seniors.

Cathy agreed to support the creation of a Youth Club by:

- Helping bid for funding to employ a youth worker.
- Helping with the necessary policies and paperwork.
- Providing training for volunteers inc. safeguarding.
- Provide some equipment inc. arts and craft materials.
- Provide a survey which could be distributed in Tattenhall asking young people what they would like a youth club to offer and when they would like to attend.
- Provide contacts for Youth Federation who can offer help and support including DBS checks.
- Provide advice about fundraising – stalls, bake sales & bag packing.

It was agreed that Beth, Frankie, Holly and Lilly would draft a letter to be sent to the primary school to ask about hiring the community room for the Youth Club and seeking the schools support for the project.

Art Workshop

Mary discussed possible schemes to decorate the Youth Shelter including Keith Haring style designs.

It was explained that the hope was to make the youth shelter a nicer and more attractive place to be so more young people use it and that any anti-social behaviour there would stop.

The following ideas were discussed:

- It was suggested the design needs to be quite simple especially if being done with spray paint.
- It was suggested the inside might be kept simpler or plainer than the outside.
- It was suggested that a pop art style would be good.
- It was noted the shelter needed to be attractive to teenager and not be too childish.
- It was suggested the design could be done on wooden panels which could then be fitted to the shelter.

It was agreed to arrange a meeting with Frankie, Holly, Anna & Beth with Lisa White, Cathy McGhie and Mary Pilkington to discuss a way forward. Cathy said that she might be able to provide some funding towards this project.

Transition Survey

Carys provided some images to complete the survey which will be distributed next week with deadline of the 31st May 2021.

Annual Report

It was agreed to discuss this item at the next meeting and use the slides from the presentation as a basis for the report and for Councillors to write small reports for each section.

MUGA Update

The Clerk reported that the Parish Council had now written to a number of places in Tattenhall to see if they would be willing to discuss locating a MUGA on their land, once responses have been received the Youth Council will be part of the discussions on its location.

It was noted that it could be put on the grassed area next to the Park play area although this would reduce the green space available.

It was noted that funds raised by the Welly Walk will be allocate to the provision of the MUGA as well as possible funding from any future building in Tattenhall.

It was suggested that a fundraising event could be held on The Park over the summer to raise funds as well as raise the profile of the Youth Council. It was agreed to discuss this at the next meeting when it is hoped it will be clearer when restrictions will be lifted.

Welly Walk

It was agreed to decorate 2 wooden wellies and display them at the Youth Shelter.

Easter Egg Hunt

The Clerk confirmed she was waiting for confirmation of the number of people who did the Easter Egg Hunt, everyone agreed it had been very successful with lots of families being seen doing the Hunt which it was agreed should be an annual event.

Future Meetings

Next Meeting:	Annual Report	Art Workshop Update
	Youth Club Update	Fundraising Activities – MUGA & Youth Club
	Transition Survey Update	

The next scheduled YOUTH COUNCIL MEETING
is on Tuesday 18th May 2021, 5.30pm Virtual (Zoom) Meeting.

