

**Minutes of
Tattenhall & District Parish Council Meeting
Held 1st November 2021 at the Barbour Institute.**

PRESENT

Councillors

Chairman – I. Keeping

J. Bailey	P. Black	S. Chapman	S. Hornby	P. Kerr
J. Kershaw	N. Matthews	A. Scarratt	N. Sharp	L. White

Non-Parish Councillors

Public – 7

APOLOGIES

Cllr. L. Jones – family commitment.

DECLARATION OF INTERESTS

No interests were declared.

PARISH NEWS

Cllr Pat Black to produce Parish News report for November.

PUBLIC PARTICIPATION

Youth Shelter Art Workshop

A member of the Youth Council spoke in support of the workshop to paint the youth shelter, she highlighted that social research had emphasized the need for young people to have places to go to socialise and be themselves. She said that painting the youth shelter would make it more attractive for young people to use and give them ownership of the site. She stated that proceeding with the project would be a strong gesture of the Council's support for young people and show that they are a valued part of the community. She confirmed she did not know what percentage of the Council's budget was spent on young people and that a grant had been applied for to run the workshop and a request could be put out for residents to donate unwanted paint towards the project.

The Council was thanked for their support for the Youth Council and for listening to and valuing the young people and it was hoped that this message could be taken on board by the wider community.

Footpath Chester Road to Manor Farm

It was reported that the footpath from Chester Road to Manor Farm was still closed despite reports that works would be completed on it during the dry weather, noting the dry weather has now been and gone.

The Clerk reported CW&C had confirmed the works to repair the bridge were due to be done in the next week or so.

MINUTES

RESOLVED 21/52 - that the Chairman sign, as a correct record the circulated minutes of the Parish Council meeting held on the 4th October 2021.

ACTIONS LIST

The Council noted the actions list as circulated, from page 73 of the minutes.

YOUTH COUNCIL

1) Update

The Council noted the minutes of the Youth Council meeting held 19th October 2021, from page 76 of the minutes.

2) Art Workshop

It was confirmed that a grant of £500 had been awarded to fund the art workshop to decorate the Youth Shelter, cost of the workshop is £520 plus costs for room hire.

RESOLVED 21/53 - that the Youth Council proceed with the project.

3) Next Meeting

It was agreed Cllr. Scarratt would attend the next Youth Council meeting on the 16th November.

PLANNING

1) Planning Register

Councillors noted the updated planning register, pages 89 to 90, including comments submitted since the last meeting and decisions received including the approval of applications 21/02824/FUL, 30 dwellings land at Chester Road and 21/01429/FUL, 3-year approval of Christmas, event at Bolesworth Castle.

21/04266/CAT – Felling of Poplar - The Righi, Rocky Lane, Tattenhall, CH3 9HJ

RESOLVED 21/54 – That the Council submit the following comment:

Support subject to planting of at least one native species replacement tree for example Rowen / Mountain Ash.

2) Planning Applications

No further applications received.

3) Lead Planning Councillors

Cllrs A. Scarratt and N. Sharp to lead on planning until the December meeting.

COMMUNITY ORCHARD

The Clerk confirmed she is still awaiting an update on the planting from CW&C who are expecting the trees to be available from mid-November.

It was noted the CW&C had no objection to the orchard marking the Queen's Jubilee as part of the Queen's Green Canopy Project.

RESOLVED 21/55 - that Council obtain a Queen's Canopy Plaque in stainless steel at a cost of up to £174.00 to be fixed at the Orchard.

GLEBE MEADOW & BARNFIELDS

Councillors noted the notes of the meeting held on the 6th October, from page 78 of the Minutes.

It was agreed the Clerk would seek quotes for expert advice on the management of the Glebe Meadow including from Cheshire Wildlife Trust.

WAR MEMORIAL

The Council noted the notes of the meetings which had taken place on 27th September and 15th October, from page 80 of the Minutes. It was agreed to seek quotes for completing the technical work to undertake the repairs and look at public access and mobility issues.

COMMUNITY ROOM

The Council noted the notes of the meetings held on the 18th October, from page 82 of the minutes. Frustration was noted in the fact funding now had to be found to resolve issues with

the alarm and access door to allow community access and use of the room and that the room would not be furnished for community use.

It was noted that £220k of community funding had been put into the project to provide a room for community use which was still not available. It was noted the working group had agreed to write to CW&C Cllr Mike Jones and officers highlighting access issues requesting their resolution.

It was agreed the Council should write stating that if these issues cannot be resolved by the beginning of the new year that the £220k spent on the project should be reimbursed to the community to be used to establish community facilities elsewhere in the village, and that the school should be copied into the letter.

PUBLIC RIGHTS OF WAY (PROW)

It was agreed that Cllr Paul Kerr undertake a review of the PROW in and around Tattenhall to look at the replacement of existing stiles with kissing gates to identify the cost of the project noting landowners' permissions would be required to replace the stiles.

CHRISTMAS 2021

1) Children's Events

It was agreed to hold a Christmas Party led by Diddi Dance for children up to reception class age and show a Christmas movie for older children on Saturday 4th December tickets for both will be issued in advance free of charge, all children will receive a small goodie bag/selection box from Father Christmas.

A snowman Trail is being organised with 8 decorated snowmen being hidden in the village each with letter to make up a snowman's name, forms with the completed name can be handed in at the Spar to receive a small Christmas treat.

In addition, a letter box is being housed in the Barbour Institute for children to post letters to Father Christmas before a set date who will then receive a written response.

2) Christmas Lights

It was noted that investigations had taken place regarding installing Christmas lights across the High Street and replacing those along running along the rooflines and possibly extending them. However, it was suggested due to time constraints to look at replacing those lights along the roofline that are not functioning and review the lights from Christmas 2022.

3) Christmas Lights & Wreaths

Streetlight wreaths and small trees will be provided as usual, and it was agreed an additional 12-foot tree will be installed outside the Bear and Ragged Staff.

RESOLVED 21/56 - that Council employ PJH Outdoor Solutions to undertake the dressing and erecting of the Christmas trees and wreaths and their removal.

ACCOUNTS & PAYMENTS

1) Accounts & Payments

RESOLVED 21/57 – that the Council approve the accounts and payments and bank reconciliation as circulated page 80 of the Cash Book including the following payments:

Barbour Institute	Room Hire (Sept)	25.50
Norris & Fisher	Insurance – Spinney Furniture	28.81
Diddi Dance Wrexham	Christmas Party	70.00
A. Wright	Salary	935.36
Nest	Pension Contribution	55.99
HMRC	NI/PAYE	113.52
A. Wright	Reim. Zoom, Memorial Sign & Postage	89.61
SSE	Memorial lights Power	10.37
NatWest	Bank Charges	3.20

Amenity Tree Care	Tree works	1320.00
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3) Additional Invoices

RESOLVED 21/58 – that the Council approve the following payments:

P & JH Miles	Christmas Trees 2020	277.20
PJH Outdoor Solutions	Grounds Maintenance	462.00
L. White	Reim. Christmas items	40.85
Peter Morgan	Removal of Bunting	144.00

SPINNEY PROJECT

Councillors noted the notes of the last site meeting held at the Spinney on the 19th October from page 84 of the minutes, and progress made on the project. It was noted a further site meeting is being arranged for later in the week to meet some residents with concerns about the remaining wooded area adjacent to the pond/wet area.

The meeting closed at 8.40pm.

Signed

Dated

Ann Wright 02/11/2021

FUTURE PARISH COUNCIL MEETINGS

Next scheduled Parish Council Meeting

Monday 6th December 2021
Billiard Room, Barbour Institute

Actions – October 2021

Action	Date	Comments	
<u>Arts</u>		Funding	
<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>			
<u>Community Room Meeting</u>	18 10 21	Next meeting.	
<u>Dog Fouling Signs</u>			
<u>Drop Kerbs</u>			
<u>Emails – Council</u>	31 08 21	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>	31 08 21	Requested update	On-Going
<u>Friends of (PB, PK, LW)</u>		Meeting scheduled 06 10 21	
<u>Funding Request</u>	05 10 21	Response sent	Complete
<u>Glebe & Barnfields (IK, JK, NM +)</u>	06 10 21	Meeting	Nov Agenda
<u>High Viz</u>		Order	
<u>Jubilee Meeting</u>	13 10 21	Meeting Next Meeting January 2022	
<u>Memorial</u>			On-Going
<u>Maintenance</u>		Walks Programme developed	
<u>Microphones</u>			
<u>Millennium Mile</u>	07 09 21	Works agreed with contractor	

<u>Neighbourhood Plan Review</u>			On-Going
<u>Risk Management</u>		Face to face Meetings RA – Litter Picking to TH	On-Going
<u>Speed Indicator Device - SID</u>	09 09 21 16 09 21	Contacted IR speed gun training Resent email to IR Advertise for volunteers Set date for Training set dates for using SID	
<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>		POND – check ownership/insurance	On-Going
<u>Traffic Issues</u>	05 10 21	Burwardsley Riad speeding & Tattenhall Road Junction reported to PCSO	Complete
<u>Youth Council</u>		19 10 21 - Iain Keeping	
<u>Youth Council – Youth Club</u>		FUNDING	
<u>Youth Council –Shelter</u>		ART HUB	
	17 11 20 09 12 20 07 04 21	Reported missing Newton Lane junction sign HW272322188 Checked reported – stated works scheduled to fix. Requested update 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 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 (Grovewood 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

Minutes of Tattenhall & District Youth Council Meeting Virtual, 19th October 2021

PRESENT

Youth Councillors

Amelia Anna Beth Carys Holly

Parish Councillors

Iain Keeping Lisa White

Other

Debbie Owens

Clerk – Ann Wright

Chairman

Anna agreed to chair the meeting.

Welcome

Debbie Owens introduced herself as a resident of Tattenhall with 30 years' experience as a youth worker who had volunteered to help set up the youth club and help run the pop-up sessions.

Cllr Iain Keeping introduced himself as the chairman of the Parish Council.

Apologies

None received.

Notes

The Council agreed the notes of the last meeting on the 28th September 2021.

Membership Update

It was reported no new members had come forward and that the pop-up youth club would be a good opportunity to attract more members.

Art Workshop

It was reported that the art workshop would cost £512 for the day including materials and that a grant had been submitted to fund the project, if that funding was not available it was agreed the Parish Council should be asked to fund the session. It was agreed that Anna would attend the next Parish Council and ask the Council to support the project.

Youth Club

It was noted that the Community Room would be available for a pop-up Youth Club session although it was noted that no furniture or facilities are available with it. It was agreed to ask if any outdoor space was available for use at the same time as the community room.

It was agreed to run the first pop-up sessions on Friday 26th November:

6.30 - 7.30 – Yrs 6 to 8

8.00 – 9.00 – Yrs 9+

It was agreed the sessions will be taster sessions and people attending will be asked to consider what the youth club should be like in the future.

It was agreed to provide simple refreshments, squash, crisps and biscuits.

It was agreed the pop-up session should be free of charge.

It was agreed the session could be used to promote the art workshop as well as the Youth Council.

It was suggested arts and crafts materials should be available as well as a survey and flip charts for attendees to write ideas.

It was noted the session need to be interesting and there was some discussion about what the young people would want to do. It was suggested that there could be a bingo session with prizes.

The Council agreed a poster to advertise the youth club created by Cllr White.

Future Meetings

Youth Club Pop-up Session arrangements & activities

Art Workshop Update

Next Meeting:

The next scheduled YOUTH COUNCIL MEETING
is on **Tuesday 16th November 2021**,
5.00pm Virtual (Zoom) Meeting.



Tattenhall & District Parish Council
Informal Meeting – Glebe Meadow & Barnfields
6th October 2021

PRESENT

Tattenhall & District Parish Council – Iain Keeping (chair), Jonny Kershaw, Neil Matthews.
Ann Wright (Clerk).

TWiG – Terri Hull.

Chloe Aldridge – Expert in grasslands & resident.

Purpose of Meeting: To discuss management of Glebe meadow & Barnfields.

Background

It was reported that the Spinney Project is now well underway as such the Council was starting to look at the future management of Glebe Meadow and Barnfields, at one point creating a Wildlife Park for Tattenhall had been discussed which would include the two meadows, the Spinney and other areas, however a phased approach had been agreed based on available funding.

It was noted both Glebe Meadow and Barnfields were being mown (flailed) annually.

It was noted that Glebe Meadow is identified by CW&C as a Local Wildlife Site (LWS), it was not known if Barnfields is also listed as LWS.

It was agreed that a revised plan for management of these areas was required.

Management Options

1) Continue current maintenance – cut annually.

It was discussed that this was not the best option as the cuttings left on the ground suppresses the wildflowers/grasses. The cuttings provide nutrients for more vigorous plants allowing them to dominate the grasses etc.

2) Cut annually & remove cuttings

This had been done previously.

3) Introduce livestock

It was noted a combination of livestock for part of the year and moving and removing cuttings was the best option. Previously the Cheshire Wildlife Trust had provided Dexters (cattle) to graze the land however they had escaped.

4) Incorporation into wider Wildlife or Nature Park

It was stated the area is very special and has county importance.

It was suggested that it would be worth obtaining specialist advice on the management of the sites and it was suggested that Dr Hilary Ash, a specialist in this area, maybe able to provide help and advice.

A discussion took place that the area was not attractive and was of no benefit to residents. It was highlighted that wild areas are not manicured and can look unkempt.

It was noted that nettles and docks grown in more shaded areas which unfortunately are next to the paths and are therefore more visible. It was suggested an additional cut per year may help.

It was suggested that the site which is a precious resource is sensitive to disturbance, however there had been several education visits undertaken on Glebe Meadow including by environmental groups, uniformed groups and postgraduates. It was suggested that there could be days when access to the field was made available and guides walks undertaken.

It was suggested that structured, limited access could be introduced to prevent the site being damaged.

Chloe Aldridge confirmed that she had been on Glebe Meadow and there was still a lot of grasses and flowers on the site, and that it is still a valuable habitat.

Livestock

It was discussed that putting livestock on the field is not really an option due to past experiences and regulations around movement of animals.

No Management

It was confirmed that it was not possible to do nothing with the site as it would quickly become covered in saplings and trees and the grasses and wildflowers would be lost.

Funding

It was highlighted that there are a number of funding streams which maybe available to help fund the maintenance of the Glebe Meadow. There is also funding available for education visits on the site through countryside stewardship schemes.

Graveyard Extension

It was discussed that in the future the church may ask for more land for the graveyard and a view would need to be taken on this at some point.

It was noted that many residents would like to see the Glebe Meadow more accessible to the public particularly with the loss of other areas in the village. It was discussed that perhaps more information needed to be available so that residents understood the significance of the site.

Barnfields

It was noted that there is some uncertainty about the ownership of this land as there seems to be 2 land registry listings, this needs to be resolved.

Transition Tattenhall

It was reported that Transition Tattenhall will be contacting the Council to request inclusion on the working group.

Next Steps

Council to consider obtaining specialist advice on the management of Glebe Meadow.

Ann Wright
8th October 2021

Tattenhall & District Parish Council Informal Meeting – War Memorial

27th September 2021 via Zoom.

PRESENT

John Bailey, David Bish (Tattenhall Poppy Appeal), Iain Keeping, Jonny Kershaw, Neil Matthews, Norman Sharp, Ann Wright (Clerk).

Purpose of Meeting: To discuss repair of War Memorial.

It was noted that the Memorial would need to be dismantled and rebuilt on a suitable base the cost of which was likely to be up to £30k.

Memorial Location

It was discussed that the existing location of the memorial is always going to be wet and whether there will always be an issue with the memorial moving in the future.

It was noted that the location was agreed by a public ballot in the 1920s.

It was discussed that siting the Memorial nearer to the church, possibly where the youth shelter is would have a number of advantages including earlier access for the Act of Remembrance given the increasing difficulty of organising road closures, the land is also drier. It was not believed there would be financial savings be relocating the memorial.

Memorial Appearance

It was discussed which parts of the current structure make up the memorial. It was agreed the Cross, plinth, plaques and 3 steps are key parts of the memorial, however the sandstone paving, and wall were perhaps not essential to the memorial.

It was noted that the sandstone wall had been pile driven when repaired, however it was noted there is movement in the wall recognised by the Tier report.

Funding

It was noted that as, yet funding had not been identified for the project and that the available founding would in fact determine the works to be undertaken.

It was noted several approaches had been made to the War Memorials Trust but not response had been received.

The Clerk had also contacted Historic England who had advise that funding for memorial can be obtained from the War Memorials Trust.

It was greed to also approach:

Heritage Lottery fund

Commonwealth & War Graves Commission

David Bish agreed to contact the Royal British Legion for help and advice.

The Clerk reported she had been contacted by CBS Conservation. It was agreed the Clerk should contact them regarding obtaining a 1st phase design and access to funding.

Bolesworth Estate

It was agreed to write the Nina Barbour to update her on the situation and seek the Estate's support for the project.

Ann Wright
28th September 2021

Informal War Memorial Site Meeting 15th October 2021

PRESENT

David Bish – Tattenhall Poppy Appeal
Jennifer Chambers – Chambers Conservation
Ann Wright (Clerk).

Purpose of Meeting: To discuss repair of War Memorial.

The following points were discussed during the meeting:

It was asked what the risk of injury from the current condition of the memorial site was and whether with a small amount of work or fencing off the site would allow limited access in the short term.

It was noted the memorial is visibly leaning but appears stable.

It was suggested that it should be asked why underpinning of the memorial was not being recommended.

It was noted that the memorial works should be split into 2 different areas:

- 1) Engineering, geotechnical and structural works below ground.
- 2) Conservation and stone masonry work above ground.

It was suggested the project could be in 2 phases:

Phase 1 – short term solution to make safe and allow some access and remove wire fencing.

Phase 2 – to undertake full community consultation on how the memorial should be rebuilt following full ground works, taking account of the following:

- Location, should it move within its current location or on another site.
- Accessibility, to allow access from those with limited mobility, noting on occasions people have struggled to lay wreaths.
- Should there be an opportunity for further memorials to be added.
- Appearance, how can the appearance be improved, could the view be improved by being able to see George the War Horse, the flagpole and Mill Brook.
- Should there be more seating available
- Should access points be introduced into the wall.
- It was noted the memorial is disconnected from the surrounding area, just facing the road.

Actions

- To establish risk and if a short-term solution can be found allowing removal of the wire fencing.
- Obtain prices for engineering reports /recommendations for long-term solution.
- Obtain price from stonemasons to dismantle, clean and rebuild memorial.
- Obtain price to create a scheme for the memorial.

Prices can then be submitted to War Memorial Trust for profession advice grant (up to 75% of costs).

- Consider removal of large area of greenery around Memorial wall.

Ann Wright
15th October 2021

Notes of School & Community Room Meeting

Tattenhall Park Primary School

18th October 2021

PRESENT

Park Primary School

Peter Brown (Vice-Chair governors) Yvonne Morgan (Business Manager).

Parish Council

Pat Black, Lisa White, Ann Wright (Clerk)

Other

Debbie Owens, Melanie Thomas, Carol Spencer.

Peter Brown chaired the meeting.

WELCOME

Bob Blackhurst apologies were noted.

Those attending the meeting introduced themselves.

DECLARATION OF POTENTIAL CONFLICTS OF INTEREST

Cllr. Pat Black – Trustee of Barbour Institute.

Carol Spencer – Grandchildren at the Primary school

Melanie Thomas – Child at Primary School.

NOTES OF MEETING

The group noted the notes of the last meeting held on the 29th September 2021.

MANAGEMENT COMMITTEE & APPOINTMENTS UPDATE

It was reported that none of the school governors and staff were not able to join the committee, it was confirmed that the school's representative does not have to be a governor or staff member, but someone nominated by the school.

It was noted that it is difficult to get people to volunteer for things, both the School and Parish Council will continue to advertise for volunteers.

COMMUNITY ROOM ACCESS

It was noted that the school was waiting for a quote to separate the community room intruder alarm from the main school and install a separate alarm in the community room. It was noted the new alarm will be connect to a call centre. Once this price is available it will be forwarded to the working group.

It was reported that the main doors need to be replaced to allow for the required locks and sensors, a quote has been received for this work of just under £5k.

In the short term the school agreed that access can be provided but that a responsible volunteer would need to be trained to unlock and lock the facility.

It was agreed that CW&C Cllr Mike Jones and Officers should be made aware of the access issues and support be requested to resolve these issues.

It was also agreed to seek grant funding to fund this work.

YOUTH CLUB/WORKER UPDATE

It was reported that progress had been made in organising the first pop-up youth club, and that volunteer had been identified who was able to assist. A number of dates were identified in November when the first pop-up could be held in the Community Room.

It was noted that a maximum of 45 children could occupy the room, it was also noted that only half of the room would be available for community use and that did not include any furniture.

ACTIONS

- Clerk to obtain prices for local cleaners & Yvonne Morgan to raise with school cleaning company, although it was noted they may not have the capacity to take on additional work.
- Continued advertising for volunteers.
- Confirm arrangements for pop-up youth club and possible use of furniture etc.
- Price for intruder alarm to be circulated.
- Contact Cllr Mike Jones & CW&C Officers regarding access issues.
- Seek grants for works.

NEXT MEETING
TBC.

Ann Wright
20/10/21

Notes of Spinney Working Group – Site Meeting
19th October 2021

PRESENT

CW&C – John Seiler

Parish Council – Stephen Hornby, Iain Keeping, Paul Kerr, Neil Matthews, Norman Sharp, Lisa White, Ann Wright (Clerk)

Purpose of Meetings: To review update and consider future actions.

The Group toured the site and reviewed the works undertaken to date.

The following matters were discussed:

It was asked if any further clearance needed to take place, particularly on the edge of the Spinney adjoining the grassed area.

It was agreed no further clearance was needed noting that a tree survey has now been undertaken and the report is due soon and that some works may be required for safety purposes.

The Group reviewed the path which have been laid in the Spinney and were asked to consider whether to lay a base course plus wearing course of tarmac to the paths or one course which would provide savings allowing additional paths to be laid on the grassed area.

It was agreed to use 1 course.

It was noted a path dressing had also been quoted for and that a decision whether to go ahead with that would need to be agreed before Spring, based on the budget.

The group reviewed the works to the grassed area including the additional paths and clearance works. It was agreed that a path should run past the pond and that the remaining decking be used along the edge of the pond area.

It was agreed that pond area would be swallow with some depth in the centre, the provision of a life ring would be considered once the area has been developed.

It was agreed to locate the final bench near the pond area, exact location to be agreed.

It was noted some overgrowth had been cleared from by the brook where the picnic table it to be installed.

The two bins to be located on the entrances to the Spinney by the paths.

Future works:

Bulb planting to take place soon.

Tree planting - Nov/Dec.

Wildflower Seeding/Plugs – Spring

Ann Wright 20/10/2021