

**Minutes of Tattenhall & District Parish Council**  
**First or Annual Meeting**  
**Held 15<sup>th</sup> May 2023 at the Barbour Institute.**

**PRESENT**

Councillors

Chairman – J. Kershaw

J. Bailey      P. Black      R. Carden      P. Clark      D. Darnborough

M. Foster      I. Keeping      P. Kerr      A. Scarratt      R. Smith

Clerk – Ann Wright

CW&C Cllr Mike Jones

Public – 6

**APPOINTMENT OF CHAIRMAN**

**RESOLVED 23/173** – That the Council appoint J. Kershaw as Chairman for 2023-2024, Cllr Kershaw signed the acceptance of office.

The Council recorded its thanks to Cllr Iain Keeping for all his hard work over his 5 year term as Chairman.

**APPOINTMENT OF VICE CHAIRMEN**

**RESOLVED 23/174** – That the Council appoint Neil Matthews and Robert Smith as Vice Chairmen for 2023-2024, Cllr Smith signed the acceptance of office, Cllr Matthews will sign his before the next meeting.

**APOLOGIES**

S. Chapman – Personnel commitment.

C. Elliott – Personal commitment.

N. Matthews – Work commitment.

**DECLARATIONS OF INTERESTS**

Pat Black declared a non-pecuniary interest in Item 13, Outside Bodies Appointments as a Trustee of the Barbour Institute.

**PARISH NEWS**

It was agreed the Annual Report would be submitted as the next Parish News article.

**FORMER COUNCILLORS THANKS**

It was noted that Doug Haynes and Lisa White had not stood for re-election to the Parish Council. It was noted the Doug Haynes had served on the Council for a considerable number of years and had been instrumental in the design and installation of the Tattenhall Sign, he had also served on Chester City Council representing Tattenhall and had been Mayor.

**RESOLVED 23/175** – That the Council write a formal letter of thanks to Doug Haynes thanking him for all his many years service to Tattenhall and the Parish Council and that he be presented with some form of gift in recognition of his service.

It was noted that Lisa White had contributed a large amount to the Parish Council being involved in organising events and including the commemoration of the Armistice, Christmas parties, Tattenhall Together Again in 2021 and the Jubilee in 2022.

**RESOLVED 23/176** – That the Council write a formal letter of thanks to Lisa White for her hard work as Councillor.

## **PUBLIC PARTICIPATION**

### Road Works Safety – Chester Road

A resident of Brookhall Cottages raised serious safety concerns regarding the temporary traffic lights that have been installed on Chester Road at the new development which have taken no account of access from Brook Hall Cottages. The Clerk confirmed she had raised this with Highways and the developer. CW&C Cllr Mike Jones confirmed he would also raise the matter. It was noted the traffic lights are expected to be in place for several weeks.

### Coronation Garden Party

A resident thanked the Council for the Coronation Garden Party which had taken place on Tattenhall Park Primary School Playing field on Sunday 7<sup>th</sup> May and had been a great success.

### Potholes

It was suggested the Parish Council appoint a pothole Tsar to monitor and coordinate pothole reporting in the Parish Council area. It was agreed that the Council should encourage people to report potholes particularly using the CW&C App. It was agreed the Parish Council should submit a freedom of information request to ask how many potholes had been reported each month and the number repaired.

## **MINUTES**

**RESOLVED 23/177** – That the Council approve the minutes of the meeting held on the 6<sup>th</sup> March 2023.

## **GENERAL POWER OF COMPETENCE**

**RESOLVED 23/178** – That the council hereby confirms it meets the eligibility criteria for adoption of the General Power of Competence as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 and as such adopts the General Power of Competence.

## **ANNUAL REPORT**

**RESOLVED 23/179** – that the Council approve the Annual Report for publication and agree to include in the next Parish News covering the cost for additional pages. The Report will also be posted in the Council website.

## **MEETING DATES**

**RESOLVED 23/180** – that the Council approve the following meeting dates noting briefings etc may be held on off months:

Monday 3rd July 2023

Monday 4th Sept 2023

Monday 6th Nov 2023

Monday 15th Jan 2024

Monday 4th March 2024

Tuesday 7th May 2024

## COUNCILLOR ROTA

**RESOLVED 23/181** – that the Council approve the following rota:

Month	Parish News <i>To prepare PC article</i>	Planning Councillors <i>to review applications &amp; report to named month.</i>
July 2023	Annual Report	1) Christine Elliott 2) Richard Carden 3) Neil Matthews
September 2023	Richard Carden	1) Andy Scarratt 2) Norman Sharp 3) Robert Smith
November 2023	Andy Scarratt	1) Pat Black 2) Peter Clark 3) Sheila Chapman
January 2024	Mike Foster	1) Jonny Kershaw 2) Neil Matthews 3) Christine Elliot
March 2024	John Bailey	1) Sheila Chapman 2) Mike Foster 3) Paul Kerr
May 2024	Paul Kerr	1) John Bailey 2) Dorothy Darnborough 3) Iain Keeping

## OUTSIDE BODIES APPOINTMENTS

**RESOLVED 23/182** – that the Council agree the following appointments:

Transition Tattenhall – Richard Carden

Barbour Institute – Robert Smith

Single Use Plastic Steering Group – Iain Keeping

## NEWTON LANE JUNCTION

The Council noted the notes of the site meeting held on the 8<sup>th</sup> March, page 232 of the Minutes. It was agreed pressure will continue to be applied to CW&C Highways officers to undertake the works as soon as possible. CW&C Cllr Jones confirmed he is also pursuing the matter.

## MINI-COPS

The Clerk reported that 'mini-cops' is scheme which has been established elsewhere where primary children have police style uniforms and go out with the local PCSO or police to carryout enforcement, the idea had been raised with the primary school and PCSO McKevitt who supported the idea and was willing to apply for 50% of the funding for the uniforms from the Police and Crime Commissioners funding. The uniforms which include a fleece, high vis vest, cap and belt cost under £500. If the council is happy to proceed with the project further discussion will take place with PCSO McKevitt and the primary school and the uniforms ordered for project to start in the new school year.

**RESOLVED 23/183** – that the Council agree funding up to £500 while seeking grant funding for the project.

## PLANNING

### 1) Planning Register

Councillors confirmed the planning register as circulated, pages 128 to 132.

### 2) Planning Applications

No further applications had been received.

### 3) Lead Planners

The following lead planners were noted until the July meeting, Cllrs Carden, Christine Elliott and Matthews.

## FINANCIAL AUDIT (AGAR) 2022-2023

### 1) Yearend Accounts & Audit Summary 2022-2023

**RESOLVED 23/184** – That the Council agree the year end accounts and audit summary 2022-2023 as in the cash book pages 107 to 115 including the Asset Register.

### 2) Asset Register

**RESOLVED 23/185** – That the Council agree the asset register as circulated, pages 113 to 115 of the cash book.

### 3) Internal Audit Report

**RESOLVED 23/186** – That the Council accepted internal auditors report as on page 116 of the cash book.

### 4) Annual Governance Statement 2021-2022

**RESOLVED 23/187** – That the Council agree the Annual Governance Statement 2022-2023 page 117 of the Cash Book.

### 6) Accounting Statements 2021-2022

**RESOLVED 23/188** – That the Council agree the Annual Accounting Statements 2022-2023 page 118 of the Cash Book.

## ACCOUNTS & PAYMENTS

### 1) Accounts & Payments

It was highlighted a lottery grant of £6000 had been received to fund the event in addition to the creation of a Kings Walk, work to confirm a possible route will now get underway and a Community Mosaic which it has been agreed will locate where the current Parish Council notice board is positioned, and the new notice board will be located on the left of the large window.

**RESOLVED 23/189**–That the council approve the following payments and bank reconciliation as circulated:

MPS	Annual Play Area Inspection	90.00
E. Sadler Williams	REIM: Coronation Banner	54.64
A. Wright	Salary (March)	907.79
HMRC	PAYE/NI	138.19
PJ Hellmers Ltd	Various works	296.40
Sanctuary Housing	Garage Rental	50.40
Domaincheck	Domain renewal 2023-2025	25.18
Nest	Pension Contribution	55.99
Water +	Allotments Water	6.07
SSE	Memorial Power	67.78

C. Gallagher	Coronation Face Paint	95.00
PJ Hellmers Ltd	Deadwood Removal	480.00
Y. Keeping	Plaque for Roses	36.70
Stuart Morris Textiles Ltd	Coronation Tea Towels	168.00
Peak	Climbing wall hire	642.00
Karamba Samba	Samba band	475.00
Barbour Institute	Room Hire - March	108.25
PJ Hellmers Ltd	Grounds Maintenance	955.94
HMRC	PAYE/NI	138.39
A. Wright	Salary (April)	907.59
Peak	Climbing wall hire	642.00
Nest	Pension Contribution	55.99
SSE	Memorial Power	58.17

## 2) Additional Invoice received

**RESOLVED 23/190** –That the council approve the following additional payments:

CW&C	Speed Limit Implementation	6377.36
A. Wright	REIM: Cloudnext, Zoom, Batteries	94.12
SLCC	SLCC Planning Seminar	30.00

## 3) Room Hire

**RESOLVED 23/191** –That the council agree to fund room hire for workshop with social prescribers which is being funded by the Spar and for a Great War Exhibition to be held on Saturday 11<sup>th</sup> November with the Cheshire Villages Great War Society.

## 4) Insurance

**RESOLVED 23/192** –That the council pay BHIB Local Councils Insurance £747.52 for insurance for 2023-2024, year 2 of the 3-year agreement.

## 5) Regular Payments

**RESOLVED 23/193** –That the council approve the following regular direct debit payments for 2023-2024:

Nest – Pension

SSE – Electricity for memorial

Waterplus – Allotments

Sanctuary – Garage Rental

Information Commissioners Office – Data registration.

**RESOLVED 23/194** –That the Council continue to employ Shires Accountants to carryout payroll services for 2023-2024.

## 6) Payments between meetings

**RESOLVED 23/195** –That the council delegate authority to the Clerk to make online payments including those between meetings which will be approved by email by a minimum of 2 cheque signatories.

## **GROUND'S MAINTENANCE & TREE WORKS**

**RESOLVED 23/196** –That the council appoint PJ Hellmers Ltd to undertake grounds maintenance for the 2023-2024 year and go out to quote for maintenance in early 2024 for the 2024-2025 year,

**RESOLVED 23/197** –That the council appoint PJ Hellmers Ltd to fell the ash tree at the rear of Ravensholme Court after the nesting season once permission has been granted.

It was agreed to seek advice on whether the wood should be left in situ to form a habitat given the presence of ash dieback.

### **ANNUAL SUBSCRIPTIONS**

**RESOLVED 23/198** –That the council join the mid-Cheshire footpath society at a cost of £8.

### **CORONATION**

It was noted the Coronation Garden Party on Sunday 7<sup>th</sup> May on the primary school playing field had gone very well.

The Council recorded its thanks to the Clerk and Mrs Yvonne Keeping for leading on the organisation of the event and all the other volunteers.

### **BIG GREEN WEEK & BRONZE AWARD**

The Big Green Week is taking place from the 10<sup>th</sup> to the 17<sup>th</sup> June and will include, CW&C giving a talk on recycling at Gifford Lea on the Tuesday which is open to the public although places need to be booked in advance, it is hoped talk will also take place at the primary school. In addition a plastic free picnic is also taking place. It was noted a large cigarette will be displayed during the week to encourage people not to drop their cigarette butts which are highly damaging to the environment. It was agreed the Clerk should seek advice on how disposable vapes should be disposed of and if they are recyclable.

**RESOLVED 23/193** –That the Parish Council supports the single use plastic free community initiatives including litter picking and educational activities and will itself seek to reduce the use of single use plastic in its day-to-day activities and events.

It was noted the scheme has been supported by 3 businesses who have committed to reduce their use of single use plastic and also 10 allies, which includes the Parish Council itself.

### **ANNUAL PARISH MEETING**

It was agreed to hold the Annual Parish Meeting or meeting of electors in Mid-September where the Village Cup will be presented.

The meeting closed at 8.22pm

Ann Wright  
16/05/2023

**Next scheduled Parish Council Meeting**  
**Monday 3<sup>rd</sup> July 2023 at 7.30pm**  
Billiards Room, Barbour Institute.

**Notes of Newton Lane Junction site Meeting  
Wednesday 8<sup>th</sup> March 2023**

**PRESENT**

CW&C Highways - Dave Reeves, Stuart Bateman, Andy Jones (Police Traffic Management liaison)

Tattenhall & District Parish Council – Christine Elliot, Iain Keeping, Andy Scarratt, Ann Wright (Clerk).

**Purpose of Meeting: To discuss junction safety.**

It was noted the meeting had been called to discuss if safety could be improved at the junction of Newton Lane with Tattenhall Road following an accident with a cyclist and vehicle.

It was noted that there are frequently accidents at the junction not all of which are reported.

It was highlighted that the junction is very busy particularly with traffic travelling to the Ice Cream Farm and can be queueing in both directions at weekends.

It was reported that vehicles frequently do not stop and travel straight across Tattenhall Road with local residents reporting having narrowly avoided serious accidents.

It was noted that creation of a roundabout would be cost prohibitive and was not justified based on the evidence for the junction.

A vehicle was witnessed cutting the corner when turning right on to Newton Lane travelling from Newton-by-Tattenhall and it was noted this frequently happens. It was agreed a bollard/island could not be installed at the end of Newton Lane as this would prevent large vehicles including tractors making the turn.

Stuart Bateman agreed to draw up a scheme to reline the junction, noting the lines are faded, moving the lines further out to where the previous give way would have been. The scheme will be forwarded to councillors for comment and will be carried out as soon as possible in the new financial year.

The group inspected the new footway to Newton-by-Tattenhall noting the cracking it was agreed the Clerk should raise this with John Evans.

Ann Wright  
08/03/2023

Tattenhall & District Parish Council  
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