

**Minutes of Tattenhall & District  
Parish Council Meeting  
Held 3<sup>rd</sup> July 2023 at the Barbour Institute.**

**PRESENT**

Councillors

Chairman – J. Kershaw

J. Bailey	P. Black	R. Carden	S. Chapman	P. Clark
D. Darnborough	C. Elliott	M. Foster	P. Kerr	N. Matthews
A. Scarratt	N. Sharp	R. Smith		

Clerk – Ann Wright

Public – 11

**APOLOGIES**

I. Keeping – Personnel commitment.

CW&C Cllr Mike Jones – attending conference.

**DECLARATIONS OF INTERESTS**

Cllr Mike Foster confirmed he would be acting as the Labour representative at this and future Parish Council meetings.

Cllr Richard Carden declared an interest in Item, 28, Memorial pointing as he is friends with one on the companies quoting, and confirmed he would leave the room when the item was discussed.

**PARISH NEWS**

Article for September edition to be produced by Cllr Carden.

**PUBLIC PARTICIPATION**

Police Report

Inspector Darren Griffiths introduced himself as the new inspector covering the rural area. He stated that it was important that police officers attend Parish Council meetings as much as possible to provide updates. It was noted the area is covered by PC Stephen Gardner. He confirmed PCSO Hurst continues to be on leave and the PCSO Rachel McKevitt is providing cover.

The Parish Council request that the Council's best wishes were forward to PCSO Hurst who is greatly missed.

It was stressed by a number of speakers that PCSO McKevitt while doing her best does not have the capacity to cover the areas she is now expected to cover and that she and residents had been let down by the lack of support and police coverage for the area.

It was reported that there have not been a rural Inspectors or Sergeants in post over recent months and that new appointments are now coming into post.

It was noted the recent police reports had not been adequate.

It was reported that a number of disposable vape units had been discarded on the Flacca Sports field which were thought to be illegal.

Inspector Griffiths confirmed all community speed watch had been suspended at present for review and risk assessment.

All were encourage to report crime and antisocial behaviour on 101 or in an emergency on 999. It was stressed that it is important issues are reported as police coverage is demand led.

### Youth Shelter

A resident stated that she had put a recent post of Facebook regarding the state of the youth Shelter out of frustration as the Parish Council had returned a grant for art workshops to decorate the facility. She had encouraged a number of 17 year old boys to attend the meeting who stated they would like somewhere to chill and hang out together and would prefer a physical building. They noted they do not feel welcome on the park as it is aimed at younger children.

It was agreed that Transition Tattenhall would meet with the young people and feed back to the Council.

### Sport Tattenhall

A representative of Sport Tattenhall provided some background on the Sport Tattenhall and how it has grown over the decades. He reported that the main objective of the Club is to provide an opportunity for all to take part in Sport with members aged from under 5 to over 90. He confirmed that it is possible for young people to have a kick about on the site without being members and that people can be seen doing this daily.

He stated that the Board at Sport Tattenhall was not convinced that a MUGA (Multiuse Games Area) was the best use of scarce resources.

He announced that the Club had just won a national award for best family sports and social club.

### Speed Watch

It was suggested the Parish Council consider purchasing a Speed Indicator Device (SID) rather than a speed gun.

### **POLICING**

It was highlighted that residents can report ongoing concerns via 'Residents Voice' QR code on the Cheshire Police website, details to be provided, it was agreed this should be publicised by the Parish Council including in the Parish News.

An increased visible police presence in the village was requested.

### **MINUTES**

**RESOLVED 23/194** – That the Council approve the minutes of the meeting held on the 15<sup>th</sup> May 2023.

### **DOCUMENTS & POLICIES**

**RESOLVED 23/195** – that Cllr Kerr be noted the Council's safeguarding officer.

**RESOLVED 23/196** – That the council agrees the documents and policies as listed:

- Code of Conduct
- Complaints Procedure
- Community Emergency Plan
- Community Engagement Policy
- Council Standing Orders
- Discipline & Grievance Procedures
- Equality & Diversity Policy
- Financial Regulations
- Grant Awarding Policy
- Health & Safety Policy
- Information & Data Protection Policy
- Email & Address Contact Privacy Notice

- Long-Term Memorial Policy
- Planning Standing Orders & Protocol
- Publication Scheme
- Risk Management
- Register of Assets
- Safeguarding Policy
- Training Policy (Councillors & Staff)
- Tree Policy
- Website Cookie Policy

## APPOINTMENTS & COMMITTEES

**RESOLVED 23/197** – That the council agrees the following committees, working groups and appointments:

<b>Events</b>	Pat Black Dorothy Darnborough Yvonne Keeping Anne McGrath Esther Sadler Williams Robert Smith
<b>Community Room</b>	Pat Black Richard Carden Christine Elliott Paul Kerr
<b>Maintenance</b>	John Bailey Pat Black Anne McGrath
<b>Neighbourhood Plan Review</b>	Pat Black <i>Sheila Chapman (CLT)</i> <b>Iain Keeping</b> Neil Matthews plus public members.
<b>Open Spaces</b>	<b>Iain Keeping</b> Paul Kerr
<b>Orchard</b>	<b>Andy Scarratt</b>
<b>Play Area Inspections</b>	Christine Elliott Mike Foster Iain Keeping Andy Scarratt Lisa White
<b>War Memorial</b>	John Bailey David Bish <b>Iain Keeping</b> Jonnie Kershaw Neil Matthews Norman Sharp
<b>Outside Bodies</b>	
<b>Barbour Institute</b>	Robert Smith
<b>Transition Tattenhall</b>	Richard Carden
<b>Lead Councillors</b>	

<b>Allotments</b>	Andy Scarratt
<b>Finance</b>	Andy Scarratt
<b>Risk Management</b>	Iain Keeping
<b>PROW</b>	Paul Kerr
<b>Staffing</b>	Pat Black Iain Keeping
<b>Youth</b>	Mike Foster

## **YOUTH SHELTER**

### **1) Youth Shelter Report & Recommendations**

The Council noted the briefing as circulated, from page 242 of the Minutes.

It was noted that in discussion with the young people who had spoken in public participation they had no real interest in an art workshop but would like the shelter to be clean and tidy, they expressed an interest in a brick bus shelter type structure or container. It was noted that there were lots of options and designs that could be considered but the Council could not create something which created hidden areas where antisocial behaviour could take place.

**RESOLVED 23/198** – That the Council agree to paint the shelter following the discussion with the young people.

### **2) Art Trail**

The Council confirmed they had no objection to the art being displayed in the youth Shelter subject to the discussion with the Young People.

## **COMMUNITY INFRASTRUCTURE LEVY (CIL)**

It was noted the CIL held by the Council is now totals £66,994.45 of which £15,435 was paid to the Council in 2019-2020 and therefore needs spending as soon as possible.

## **MULTIUSE GAMES AREA & GREEN GYM**

It was reported the idea of a MUGA had been discussed for a number of years as a result of the loss of the playing field and that a number of discussions had taken place including with Sport Tattenhall who had made it clear they wanted a professional quality pitch.

Discussions had also taken place with a school governor who had been very positive about the idea however CW&C School property officers had made it clear it that it would be extremely difficult to get permission for a MUGA on the school playing field. It was agreed to undertake a consultation asking if residents wanted a MUGA, including a description of what a MUGA is and where they would like it to be and also if they would like a Green Gym/ outdoor gym equipment and where that would be best sited.

It was agreed the consultation would be circulated after the summer holidays.

## **CHURCH BANK**

It was noted that CW&C had drawn up initial plans and costings, £13k, for an improved crossing point at the junction of Church Bank and the High Street, however they do not have the funding to move this project further. CW&C Highways Officers have requested this be funded as part of the S106 agreements for planning application 22/00194/FUL, Gifford Lea if approved.

It was agreed the Parish Council would consider funding the project once application

22/00194/FUL had been decided as it is expected to go to Planning Committee in September. It was also agreed that the Clerk contact the CW&C disability officer to see if they had any funding for the project.

### **MEMORIAL PROJECT**

It was noted when the Council was looking to repair the War Memorial a discussion had taken place to develop a project to improved access to the War Memorial possibly removing part of the surrounding wall. The Council agreed not to proceed with the project.

### **PROW PROJECT**

It was reported the project is proceeding with all but 1 kissing gate being installed on the path from Burwardsley Road to the Dark Lane and kissing gates being installed on the path from Burwardsley Road towards the Ice Cream Farm however smaller pedestrian gates need to be ordered for various locations along the route. Also, gates needed to be order for the route to Manor Farm.

**RESOLVED 23/199** – That the Council order an additional 22 kissing gates and 6 pedestrian gates and arrange installation at a cost of approximately £15,400 to be paid from the CIL funds.

### **POND AREA**

It was agreed to obtain prices for puddling of the wet area next to the Spinney to create a permanent pond area to be considered at the September Council meeting.

### **MILLENNIUM MILE**

A recent survey of the Millenium Mile had highlighted the need to replace up to 7 posts, it had also been suggested the Council obtain finger posts to direct to the Spinney and Orchard.

**RESOLVED 23/200** – That the Council purchase the required and additional posts/signs and agree installation.

### **MERSEY FOREST**

The council noted the report and agreed the recommendations prepared by Cllr Carden and Keeping, from page 245 of the minutes, to consult with Transition Tattenhall, TWiG and the wider population on the proposals and consider additions sites.

### **SPEED GUN**

The Council agreed to defer this item until a future meeting when Community Speed Watch has restarted and to consider the purchase of a Speed Indicator Device (SID) and permanent interactive signs as well.

### **SPINNEY STORYTELLING SESSIONS**

**RESOLVED 23/201** – That the Council employ Ellen Edwin-Scott who undertook story telling at the Coronation Event to run two storytelling and forest school/craft activities in the Spinney on 2 days during the school holidays at a cost of £160.

### **PLANNING**

#### 1) Planning Register

Councillors confirmed the planning register as circulated, pages 133 to 137, noting a comment of no objection has been submitted for application 23/01903/TPO, Mature

Oak at Keysbrook. The Council has also been notified that Application 20/04156/FUL, 2 storey extension and 3 Gatesheath Cottages had been approved on appeal.

## 2) Planning Applications

No further applications had been received.

## 3) Lead Planners

The following lead planners were noted until the September meeting, Cllrs Scarratt, Sharp and Smith.

## **CHRISTMAS LIGHTS & BRACKET TESTING**

**RESOLVED 23/202** – That the Council agree the installation and removal of the Christmas lights at a cost of £1063 plus VAT.

**RESOLVED 23/203** – That the Council delegate authority to the Clerk to proceed with bracket checking in consultation with Council by email.

## **WILDFLOWER AREAS**

It was noted for wildflower areas to be successful they should be reseeded on the second and third years after seeding as such the Council was asked to consider seed the wildflower area next to the Spinney again in 2023 and 2024 and also the wildflower area on The Park.

The Clerk reported she was meeting with CW&C with regard to seeding the Spinney area to discuss what options were available and if CW&C would undertake and fund that work, they may also assist with the reseeded of The Park Areas.

**RESOLVED 23/204** – That the Council delegate authority to the Clerk to proceed with the wildflower seeding in consultation with councillors by email.

## **REMEMBRANCE PARADE**

Cllr Matthews agreed to contact Tattenhall Runners to see if a qualified person would act as a volunteer to reduce the cost of the road closure.

**RESOLVED 23/205** – That the Council book Dutton's to undertake the road closure at a maximum cost of £756.00.

## **FINGER POSTS**

It has recently been highlighted that Tattenhall had a number of historic black and white finger posts some of which are in poor condition and are in need of painting, CW&C have offered to supply the paint if we wish either by volunteers or a contractor so long as the works do not require traffic management.

It was agreed the Council would obtain quotes for the painting to be considered by email and a decision to be made as to whether to employ someone or for volunteers to undertake the works.

## **ACCOUNTS & PAYMENTS**

### 1) Accounts & Payments

**RESOLVED 23/206** – That the council approve the following payments and bank reconciliation as circulated:

E. Edwin-Scott	Coronation Story Telling	160.00
Groundworks UK	N-Plan Grant refund	200.00
Old Chads Orchard Ltd	Table & Chairs Delivery	51.30
Phoenix Accounts	Internal Audit 2022-2023	200.00

BHIB Councils Insurance	Insurance - Year 2 of 3	747.52
Shires Accountants	Payroll April-Oct 2023	111.60
PJ Hellmers Ltd	Kissing Gates Installation	1200.00
HMRC	PAYE/NI	138.29
A. Wright	Salary	907.59
Y. Keeping	REIM: Cable Ties	5.50
PJ Hellmers Ltd	Grounds Maintenance	1703.92
A. Wright	REIM: Spray & Ladybirds	48.86
Barbour Institute	Room Hire - May	30.00
PJ Hellmers Ltd	Install Planters	120.00
Y. Keeping	REIM: Spray bottles	5.99

## 2) Additional Invoice received

**RESOLVED 23/207** –That the council purchase a new watering pump/back pack and trolley for watering the planters.

**RESOLVED 23/208** –That the council approve the following additional payments:

A. Wright	Salary	907.59
P. Marsden	Salary – Watering	133.52
Nest	Pension Contribution	55.99
HMRC	PAYE/NI	171.59
A. McGrath	REIM: Plants	58.50
PrintHub	Annual Report Printing	177.00
PJ Hellmers Ltd	Grounds Maintenance	1087.94
PJ Hellmers Ltd	Installation of Signs	270.00
Walkers Nurseries Chester Ltd	Large Planters	173.16
Shires Accountants	Pensions Regulator submission	60.00

## Audit 2023-2024

The Clerk reported she had been contacted by the Auditor. It had been highlighted that as the Council had received an income of over £200k it should have supplied additional information relating to the appointment of the Internal Auditor, this had not been picked up the Clerk and the information therefore did not exist. This has been reported back to the External Auditor.

## 3) Barbour Institute

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

**RESOLVED 23/209** –That the council agree a donation of £350 to the Barbour Institute for the Marquee.

## **SURGERIES**

The Council agreed to run Council surgeries from 7 until 7.30pm before Parish Council meetings where residents can drop in a speak to a councillor.

## **ANNUAL PARISH MEETING**

It was noted the Annual Parish Meeting will take place on Wednesday 20<sup>th</sup> September, nominations for the Village Cup will be considered at the September meeting and speakers agreed by email.

**RESOLVED 23/210** –That the Council move into private session and ask the press and public to leave the meeting.

**MEMORIAL**

It was agreed the Clerk go back to the companies and request references from previous works and what guarantee they provide.

**RESOLVED 23/211** – That the Council delegate authority to the Clerk to appoint a company to undertake the memorial pointing.

The meeting closed at 9.23pm

Ann Wright  
04/07/2023

**Next scheduled Parish Council Meeting**  
**Monday 4<sup>th</sup> September 2023 at 7.30pm**  
Billiards Room, Barbour Institute.



### **Briefing Note – Tattenhall Youth Shelter**

The Parish council is responsible for the youth shelter positioned on Chester Road opposite Glebe meadow. It is understood the shelter was installed in July 2007.

Previously there had been a fabricated shelter on the site for a number of years which had been used as a youth club but had been vandalised.

Although structurally sound the youth shelter has a poor appearance and needs repainting as minimum.



Facebook 19/05/2023.

The shelter was last painted in June 2019 by the Community Payback Team.

The issue of the Youth Shelter its decoration and behaviour of the young people using the shelter has been discussed by the Parish council on a number of occasions.

The location of the Youth shelter has also been discussed and it has been suggested it should be on The Park itself, however concerns were voiced that those using the shelter could be found intimidating by younger children.

Complaints have been received about the young people using the youth shelter shouting and swearing which those visiting the neighbouring graveyard have found distressing.

The Parish Council only has anecdotal evidence of what age group actually use the shelter, it is the Clerk's understanding that is 13 to 16/17 years olds.

### **Benefits of Youth Shelters**

Thames Valley police conducted an extensive study on the benefits of youth shelters and found that as long as the shelter had been positioned correctly and managed properly crime rates and graffiti dropped in the immediate vicinity. Although a teenage shelter is not a complete solution of how to

handle teenagers, they do go some way to providing teenagers with somewhere more preferable than the street corner.<sup>1</sup>

#### **Timeline:**

##### April 2020

A Youth Council was formed and first met in April 2020, meeting virtually due to Covid restrictions. The Youth Council discussed the Youth Shelter on a number of occasions.

##### June 2020

The Youth Council identified a number of 'village improvements' which included:

- Lowering or removing the hedge around the Shelter
- Running a design competition to decorate the Shelter.
- Having a notice board in the Shelter specifically for information for young people.

A competition was run until end September 2020 for designs for the Shelter no entries were received.

##### December 2020

Parish Council concerns were discussed with the Youth Council regarding revamping of the Youth Shelter.

##### January 2021

Discussion took place at the Youth Council regarding negative connotations of 'graffiti' and it was agreed to develop the idea of an 'Art' works shop to revamp the Shelter.

##### March 2021

Youth Council organised a site meeting with a local artist at the Shelter to discuss art workshops to decorate the shelter.

##### June 2021

The Youth Council considered a design based on bright colours and the painting of the centre of the Shelter as a tree trunk and leaves on the roof.

##### July 2021

The Youth Council considered other design ideas and possible funding that might be available.

##### October 2021

It was reported to the Youth Council that the grant application had been submitted to run art works shop with a graffiti artist from North Wales<sup>2</sup>. It was confirmed that the Parish Council had agreed to fund the workshop/s if the grant was not awarded.

##### November 2021

At the Youth Council a discussion took place as to whether the youth councillors would be interested in attending the workshop and also once decorated if they would use the Shelter, they confirmed they would not. It was noted the shelter was mainly used by teenagers who were seen as intimidating.

##### January 2022

The Parish Council discussed the Youth Council and noted it needed to grow and be more representative of the youth in the village and for a wider discussion to take place about shelter. It was agreed the Council could not retain the grant which had been awarded but would consider

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<sup>1</sup> [The Benefits Of Teenage Shelters | Playdale](#)

<sup>2</sup> <https://www.facebook.com/dimeonenorthwales/>

funding a project to decorate the Youth Shelter which had the support and involvement of young people.

#### July 2022

The Parish Council discussed employing/contracting a youth worker to engage with young people in the village to try and identify what young people were looking for in the village.

Previous meetings and discussions had confirmed that CW&C was not willing to provide any support.

Transition Tattenhall (July 4<sup>th</sup> Update) confirmed they were also looking at ways to engage with young people.

#### September 2022

The Council considered a quote from a youth worker to engage with young people. The council deferred the decision until the Council had run its priorities workshop and the result of Transition Tattenhall works in this area were known.

#### **Other Matters:**

##### Hedge

There has been some concerns voiced about the height of the hedge around the Youth Shelter and that is too low. It should be noted the youth shelter should be highly visible to prevent anti-social behaviour and for the protection of the young people using the Shelter. (It should be noted the Council has a duty to consider the impact on crime and disorder when making decisions.) The shelter is intended to be somewhere young people can meet in public.

##### Priorities Workshop

It was noted that some form of event needed to be run to coordinate the work various organisations in the village and identify priorities which working and engaging with young people may be one.

It has been difficult to find a facilitator for the event, it is hoped a facilitator can be found and the event organised as soon as possible now the Parish Councillors have been elected.

##### Youth Council

The Youth Council without seeking to detract from the work done by the Youth Councillors was not representative of the youth of the village this was partly a result of Covid restrictions, it is also reflective of the fact the young people who were willing to get involved with the Council are those which are already involved in clubs and other organisations and are active in the community.

#### **Recommendations:**

- 1) The youth shelter is repainted as soon as possible in current colours.
- 2) Parish Council grants permission for art trail to include temporary art in the shelter if possible, focusing on art young people have produced.
- 3) The Parish Council considers install small notice board in the shelter.
- 3) Council works with other community groups to develop a programme of engagement with young people preferably employing an experienced youth worker.

## Standard Tree Offer through The Northern Forest Grow Back Greener Programme.

The Woodland Trust are establishing The Northern Forest;

“Almost £15 million of funding will be pumped into the Northern Forest in the next year with just over one million new trees (at least 670 hectares) established.

The ambitious project, which aims to link trees across the M62 corridor from Liverpool to Hull, was launched in 2018 and already 3 million trees have been planted.

This has been made possible with funding from the Government's £640 million Nature for Climate fund. £6 million will go directly to the Northern Forest to support the Woodland Trust's Grow Back Greener programme, while £8.8 million will go to Community Forests within the Northern Forest area through the Trees for Climate programme announced recently.”

Our Parish falls in the corridor and there is an opportunity to increase our tree complement. Mersey Forest, a partner with the Woodland Trust in the Northern Forest Project, have, at our request, visited the Village and they have made some proposals.

They are set out below. We do not have a breakdown of the tree species which are Standard nor what constitutes a fruit tree but in principle the proposal is recommended. There will be more detailed work needed to identify species and precise locations. In addition, consultation will be needed for many of the sites where residents (and school) may object. CW&C highways will need to be consulted but Mersey Forest indicated that they could do this.

We recommend that Transition Tattenhall, TWiG and the wider population are advised of the proposal and invited to submit constructive comments or additions sites.

Iain Keeping  
Richard Carden





## Land owned and/or maintained by Parish Council

### Barn Field

There is probably enough space for around 3 additional trees without blocking out all the light to neighbours and leaving 25m from property and allowing for space from existing trees. Tree types to be decided but not ash.



### Pod adjacent Glebe Meadow

4 standard trees .



#### Glebe Meadow adjacent Barn Field

5 fruit trees each side of two large established trees (Oak & Horse Chestnut).

2 standard trees adjacent new pond in Spinney project (CW&C owned).

NB the proposed new path would not fit with existing plan for variable routing.



#### **Land owned and maintained by CW&C Highways**

Chester Rd. in front of school.

Up to 7 on highway verge trees.

Frog Lane each side of entrance to Covert Rise

Up to 6no. trees to complement wildflowers

Covert Rise

Various wide verges up 18 trees

