

# TIVERTON AND TILSTONE FEARNALL PARISH COUNCIL

Minutes of the Parish Council Meeting held on Tuesday 10 March 2009 at Tiverton Village Hall, commencing at 7.30pm.

## **Present:**

Parish Councillors Cheshire (Chairman), Farrall (Vice Chairman), Byrd, Evans, Ibbotson, Wright and Povall. Cheshire West and Chester Shadow Authority Members Mike Jones and Neil Ritchie. Chester City Councillor Carol Weaver. Parish Clerk. 3 Members of the Public.

**Open Forum:** Phyllis Armitage advised that she attended one of the recent Chester City Council Roadshows introducing the new waste collection service. She confirmed that the switch to Wheelie Bins is to go ahead. The Bins will be delivered in early May, with the first collections scheduled for the week commencing 15 June 2009. Brown (Household) Waste Bins will be emptied weekly and Blue (Recyclable) and Green (Garden) Waste Bins fortnightly. Only waste contained in the Wheelie Bins will be collected. Residents who feel that they will have difficulty switching to the new system, which will be covered in greater detail in a mailout to all properties, can appeal directly to Chester City Council by telephoning 0300 123 7026. If their appeal is upheld they will be provided with Bags in substitution of the Wheelie Bins. Cllr. Cheshire has already highlighted a number of properties that may be affected (those with steep driveways, no access to the rear of the property and fronting directly on to the road) and has passed the details on to Chester City Council. It is stressed that individual residents must appeal directly to the City Council on the above Telephone Number if they have an issue with the new collection system. It was noted that instances of Fly Tipping can now be reported to the City Council via their Web Site.

Steve Armitage advised that as the Village Hall is classed as a Small Business it will have to buy its' own Wheelie Bins and pay for collections. He asked that the waste collected by the Street Orderly not be added to that generated by the Village Hall. Cllr. Cheshire confirmed that he will speak to the Street Orderly and make him aware of the need to leave bagged waste at the agreed location for collection weekly.

Roger Blake asked if the Parish Council had been advised of any new Planning Application in respect of 2 Townfield Lane. Cllr. Cheshire advised that the Parish Council had been informally consulted on the possibility of a new layout, involving only two properties, but that as yet no Formal Planning Application had been submitted.

Chester City Councillor Carol Weaver advised that she stands down as a Councillor with effect from 1 April 2009. Cllr. Cheshire thanked her, on behalf of the Parish Council, for her valuable support and contributions since taking Office.

- 1. Apologies for Absence:** None were received.
- 2. Declarations of Interest:** There were no Declarations of Interest made.
- 3. Minutes of the Meeting held on Tuesday 9 December 2008:-** The Minutes were unanimously approved (Proposed by Cllr. Ibbotson. Seconded by Cllr. Byrd) and signed by the Chairman as a true record.

#### 4. **Matters Arising:**

Joint Parishes Landscape and Preservation Plan – Cllr. Cheshire advised that the six Parish Councils involved had made little progress in terms of formulating the Plan. He will speak with Ian Hunt, Chairman of Huxley Parish Council, with a view to arranging another Meeting to bring matters back into focus. **Action Point 1 – Cllr. Cheshire to provide an update at the next Parish Council Meeting.**

Kissing Gate Project – Cllr. Cheshire advised that Cheshire County Council's Public Rights of Way Unit have been provided with the proposed location details. With Landowners Permission already obtained, the County Council will now take forward the installations. There are eleven gates in total and the Parish Council will be charged £60 per installation. **Action Point 2 - Cllr. Cheshire to provide an update at the next Parish Council Meeting.**

Secure Storage of Street Orderly's Gardening Equipment – Cllr. Cheshire advised that the secure storage unit will be acquired in the near future and placed at the rear of the Village Hall. **Action Point 3 - Cllr. Cheshire to provide an update at the next Parish Council Meeting.**

BT Telephone Box Adjacent to the War Memorial – This Box was totally destroyed as a result of a Road Traffic Accident. BT have inspected the site and confirmed that the Box will be replaced. They are now awaiting a confirmed date from the designated Contractor. **Action Point 4 – Parish Clerk to continue liaising with BT and provide an update at the next Parish Council Meeting.**

Proposed Low Level Fencing adjacent to the War Memorial – Cllr. Cheshire advised that he has sourced some Recycled Collapsible Plastic Posts that will be ideal. Cost is £23.20 per post and twenty will be required in total, based on 6ft. spacing. It was unanimously agreed to take forward this option and Cllr. Cheshire will now approach local Contractors to obtain Quotations for the placing of the posts. **Action Point 5 - Cllr. Cheshire to provide an update at the next Parish Council Meeting.**

Proposed Erection of Village Sign – Cllr. Cheshire advised that as yet no suggestions have been made by Residents following the article in the recent Village Newsletter, other than the possible inclusion of the Village Web Site address within the design. It was agreed that all Parish Councillors would give the design of the sign some thought, and canvass local opinion, in readiness for the next Parish Council Meeting. **Action Point 5 – All Parish Councillors to note and discuss at the next Parish Council Meeting.**

**5. Homewatch and Police Report:** Roger Blake provided a Report to the Council. Main issues were Police Speeding Checks, the recent accident involving a Goods Vehicle on Huxley Lane (see comments regarding BT Telephone Box) and the ongoing presence of dubious cold callers. A written copy of the Report is held on file.

**6. Planning Issues:** 6.1. Shady Oak Public House Caravan Site – Approval has been Granted, subject to the removal of a static caravan, the erection of a Toilet Block, the on site roadways being of a colour sympathetic to the countryside, lighting being at low level and the Bouncy Castle feature being moved into the hollow to reduce noise pollution.

6.2. Daisy Bank, Huxley Lane – Approval has been granted for the construction of

a Barn Extension and Menage to the rear of the existing Barn. The initial Application placed the facility at the front of the Barn, adjacent to the road. The Parish Council objected to this on the grounds of safety to both Road Users and Horses.

6.3. Land adjacent to Maybeck House, Gardenhurst – an Application to build a separate dwelling has been declined by Chester City Council Planning Board.

6.4. Hilly Bank, Huxley Lane – an Application to substantially increase the footprint of the existing property has since been withdrawn and resubmitted with the inclusion of a Bat Survey. The Parish Council has expressed concerns about the lack of detail, the increase in size, and the detrimental effect on the Conservation Area. This Application has been called in by Cllr. Mike Jones and will be discussed at the Planning Board Meeting on 18 March 2009.

## 7. Correspondence:

- a) Letter dated 11 February 2009 from The Mid Cheshire Footpath Society outlining the benefits of Membership.
- b) Cheshire Local Transport Plan Progress Report 2006-2008 Summary.
- c) Letter from Cheshire West and Chester Shadow Authority (CWACSA) dated 20 February 2009 relating to Playbuilder Project.
- d) The Informer Journal dated February 2009.
- e) E-mail from ChALC dated 23 February 2009 relating to a Participatory Budgeting Seminar at Delamere Primary School on Monday 23 March 2009. **Action Point 6 – Cllr. Cheshire to attend and report back to the next Parish Council Meeting.**
- f) Notice from Cheshire County Council highlighting a series of Seminars throughout March 2009 covering Grant Funding Opportunities for Cheshire.
- g) E-mail dated 25 February 2009 highlighting a Briefing Session on Chester's New Waste Collection Service at Shotton Paper Mill on Monday 2 March 2009.
- h) The Past Uncovered Journal dated February 2009.
- i) Letter from Mid Cheshire Footpath Society dated 26 February 2009, enclosing Footpath Report for the Parish of Tilstone Fearnall. Also, Letter from Mid Cheshire Footpath Society dated 27 February 2009, enclosing Footpath Report for the Parish of Tiverton.
- j) Circular from Digley Associates outlining Insurance Provision for Parish Councils.
- k) Leaflets from Chester City Council highlighting Fairtrade Events in the City.
- l) Letter from ChALC dated January 2009 seeking nominations to attend a Garden Party at Buckingham Palace on 7 July 2009.
- m) Details of ChALC Training Dates in 2009.
- n) Notice from Cheshire Police Authority detailing Public Meeting dates throughout 2009.
- o) Electoral Review Briefing dated February 2009 from the Boundary Committee for England. **Action Point 7 – Parish Clerk to write to the Boundaries Commission asking that the Parish Council be kept informed of any proposed changes.**
- p) A supply of Revised 84 Service Bus Timetables.
- q) ChALC Newsletters for March 2009.
- r) ChALC E-mail update dated February 2009.
- s) Letter from Cheshire Fire and Rescue Service dated 25 February 2009 relating to Working In The Community and offering to visit Parish Councils to outline the

services offered. **Action Point 8 – Parish Clerk to seek to arrange a visit at the next Parish Council Meeting.**

- t) Various Cheshire Police Western Rural News Bulletins and Homewatch Updates.
- u) E-mail from Cheshire Police dated 23 February 2009 enclosing Publicity Material for a Fighting Business Crime Presentation at Portal Golf Club on Thursday 26 March 2009.
- v) E-mail from Cheshire County Council dated 25 February 2009 enclosing Speed Limit Review Newsletter 2.
- w) E-mail dated 6 March 2009 from Cheshire County Council enclosing details of the Rural South Area Committee Meeting at The Barbour Institute, Tattenhall on Thursday 26 March 2009.
- x) Letter dated 5 February from CWACSA relating to investment in Local Schemes.
- y) CWACSA Partnership Bulletins 1 and 2.
- z) Letter dated 2 March 2009 from Cheshire Police Authority relating to Consultation on Crime and Disorder Priorities in Cheshire West and Chester.
- aa) E-mail dated 6 March 2009 from ChALC enclosing details of the Chester Area Meeting at County Hall, Chester on Wednesday 25 March 2009.
- bb) Letter dated March 2009 from CWACSA relating to New Area Working Arrangements.
- cc) Town and Parish Standard Journal dated February 2009. This document gives detailed guidance on Complaint Handling. A proposed Amendment to the Parish Council's Standing Orders (Clause 74), to ensure full compliance with the procedures, was unanimously approved (Proposed by Cllr. Evans. Seconded by Cllr. Ibbotson). **Action Point 9 – Cllr. Cheshire to forward on the revised wording of Clause 74 to Steve Armitage for inclusion in the Standing Orders section of the Village Web Site. Action Point 10 – Parish Clerk to print a copy of all Standing Orders once the amendment has been made.**

8. **Budget 2009/2010, Financial Report and Accounts for Payment:** The Parish Clerk asked that the Budget for 2009/2010 (previously circulated) be formally adopted. This was agreed unanimously (Prop. Cllr. Evans. Seconded by Cllr. Farrall). The Parish Clerk confirmed that the Precept Request Letter has been returned to Chester City Council in the sum of £2,750.00.
- The Financial Report dated 10 March 2009 was unanimously approved (Proposed by Cllr. Evans. Seconded by Cllr. Ibbotson). The Parish Council currently has cash balances totalling £7,318.69 Credit. £4,074.91 of this sum is held in an immediate access interest bearing account.
- The Audit Commission has requested that the Audit Certificate and supporting paperwork be in their hands by mid-May 2009. Mindful of the short timescales involved it was agreed that the Parish Clerk should complete the Accounts in April 2009 before passing the papers on to Gordon Forsyth for the purpose of the Internal Audit. The Accounts can then be formally accepted by the Parish Council at the next Parish Council Meeting. Mr Forsyth's re-appointment as Internal Auditor was unanimously approved (Proposed by Cllr. Povall. Seconded by Cllr. Farrall). **Action Point 11 – Parish Clerk to prepare Year End Accounts as soon as possible in April 2009.**

The following Payments were authorised:

Harold Withe – March 2009 Salary £215.25, less Income Tax. April 2009 Salary, £172.20, less Income Tax.

Phil Sanders – March 2009 Salary £140.45 (includes back pay increase re SCP uplift), less Income Tax. April 2009 Salary £112.25, less Income Tax.

St Judes Church - £270.00 in respect of the Annual Churchyard Grant.

The following payments were authorised retrospectively:

H Withe - £172.20, less Income Tax, in respect of February Salary.

P Sanders - £109.66, less Income Tax, in respect of February Salary.

Armitage Systems Ltd - £24.69 in respect of printing the February Village Newsletter.

ChALC - £30.00 in respect of Training Course Fees.

- 9. Any Other Business:** Cllr. Povall suggested that consideration be given to allocating attendance at Area Board and other Regular Meetings amongst all Parish Council Members. **Action Point 12 – to be discussed at next Parish Council Meeting.**

- 10. Date & time of next meeting (AGM):** Tuesday 12 May 2009 at Tiverton Village Hall, commencing at 7.30pm. Meeting to commence 15/30 minutes earlier if Cheshire Fire and Rescue Service Presentation is finalised.

The Meeting Closed at 9.34pm.