

**DRAFT**

**MINUTES OF THE MEETING OF TATTENHALL & DISTRICT PARISH COUNCIL  
HELD ON MONDAY 5<sup>th</sup> JUNE 2017 IN THE BARBOUR INSTITUTE AT 7.30PM**

Cllr. Keeping (in the Chair)

Cllrs. Haynes, Weaver, White, Blackhurst, Kershaw, Black, Spencer, Pritchard, Matthews, Chapman and Scarratt

**Open Forum**

Before the official business of the Council commences there will a period of approximately 15 minutes for members of the public to have the opportunity to comment, and raise questions, on matters affecting the parish.

As resident raised the matter of the school fence, the height, type and area with regard to The Park and how it will have an affect on the village. The Chairman explained the position at the present time.

The hedge on Park Avenue owned by the Catholic Diocese was again brought to our attention. The

small part on Tattenhall Road and around the corner had been cut and all the cuttings left, but the Park Avenue bit had not. The Clerk had already spoken to the Catholic Diocese Office and they were sending someone out to look at it. As to whether they had cut the bit mentioned, or someone else we do not know. The Clerk would follow this up with them again.

17/20. Apologies from Cllrs. Jones and Sharp were received and accepted.

17/21. Cllr. Keeping declared a Disclosable Other Interest on Planning Application 17/02240/CAT  
Cllr Matthews declared a Disclosable Other Interest on Planning Application 17/01982/FUL

17/22. **Resolved:** The Minutes of the Parish Council Meeting held on the 8<sup>th</sup> May 2017 were approved and signed as a correct record

17/23. To Report on Matters Arising from the Minutes on 8<sup>th</sup> May 2017 and not covered by the Agenda

CW&C Street Naming Smithfields Development – Still no confirmation as yet.

Annual Parish Meeting – Recipients of Village Cup – Jack and Joyce Raine were awarded the Tattenhall Village Cup at the Annual Parish Meeting for their community spirit and involvement in many local groups – The Church, TOFS, Probus and WI – an outstanding example to us all.

Catholic Church Hedge – The part of it on Tattenhall Road and just around the corner into Tatttenhall

Road had been cut but the rest had not. Clerk would contact the Catholic Diocese again to find out what the position is at the moment.

Fence – 7 Tattenhall Road - Following the withdrawal of the Planning Application the applicant was to move the fence back one metre from the Highway in order to comply with planning permitted

development. He has now done this.

17/24. We had received one nomination for co-option onto the Parish Council –This was from Esther

Sadler Williams 10 Oaklands Avenue Tattenhall. It had been circulated to all Parish Cllrs. The Parish

Council need now to make a decision as to whether to accept this application or defer the vacancy to the next Parish Council Meeting. Following a discussion it was proposed by Cllr. Spencer, seconded

by Cllr. Pritchard that Esther Sadler Williams be co-opted onto the Parish Council to fill the casual vacancy. All were in favour. **Resolved:** Esther Sadler Williams is co-opted as a Parish Councillor onto Tattenhall and District Parish Council

17/25. a) Balance in Bank at 31.5.17

Business Reserve	103552. 72 (inc. Int. 70p, £90 paid in)
Current	10.00

b) To approve cheques for payment

J Dutton - Salary	758.90
Barbour Institute – Room Hire - April 2017	55.00

SSE – Christmas Tree Lighting	22.52
Zurich Municipal - Insurance 2017/2018	718.23
United Utilities Water-plus – Water Rate – Glebe Meadow	10.54
SLCC - Membership 2017/2018	121.00
Tattenhall Tennis Club – Community Funding towards Court and Fencing Works	900.00

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WE Parsons & Co Limited – Tattenhall Play Area - Interim Works to date	22359.95
A McGrath – Plants and compost for plants for floral containers	97.17

It was proposed by Cllr. Blackhurst, seconded by Cllr. White that the above cheques be approved for payment. All were in favour. **Resolved:** The above cheques are approved for payment.

17/26. Annual Report – Under the Transparency Code the Annual Financial Report which Cllr. Scarratt gave at the Annual Parish Meeting was not the Annual Report only a part of it. The Clerk had found a copy of one for 2013 which was the last one we did and it's a report on all details and activities of the Parish Council over the year. This was a printed document and used to go out in the Parish News. Cllr. Black was asked if she could put together a similar report as the Chairman's Report at the Annual Meeting which covers activities over the year and include it in the Parish News subject to space being available. She would do her best to do this.

To consider ChALC Membership – We had already agreed last month to remain members of the Association of Local Parish Clerks (SLCC). ChALC membership was again discussed and there was still mixed feelings. Clerk was asked to find out exactly how much this would cost for an annual fee or if there a shorter period which we could join for at a reduced rate. It was proposed by Cllr. Weaver, seconded by Cllr. Spencer that the Clerk investigate this and we can do the shorter period we could then review it again in 12 month's time. A vote was taken which resulted in 11 for and one abstention. **Resolved:** The Clerk to find if a shorter period membership is possible and if so to review it again in 12 month's time.

Training Sessions - The Chairman would like to attend a ChALC Chairman's Training Session and it was agreed that he should attend this session.

To approve Budget Figures to 31<sup>st</sup> March 2017 – These had been circulated to all Cllrs. and it was proposed by Cllr. Spencer, seconded by Cllr. Blackhurst that the Budget Figures to 31<sup>st</sup> March 2017 be approved. All were in favour.

To approve Receipts and Payments Accounts to 31<sup>st</sup> March 2017 – These had been circulated to all Cllrs. It was proposed by Cllr. Spencer, seconded by Cllr. Black that the Receipts and Payments Accounts be approved. All were in favour

**Resolved:** The Budget Figures and Receipts and Payments Accounts be approved.

To approve and sign the Annual Return – Statement of Accounts to 31.3.17 and Annual Governance Statement. The Clerk had circulated the Annual Governance Statement which the Chairman has to sign on behalf of all Parish Cllrs. that they agree to a number of questions with regard to correct procedures taken over the Parish Council Accounts. The Clerk produced a copy of the Statement of Accounts. The Statement of Accounts was signed by the Chairman and Clerk as being correct and the Annual Governance Statement was signed by the Chairman on behalf of the Parish Council. **Resolved:** It was unanimously agreed that both the Statement of Accounts to 31.3.17 and the Annual Governance Statements be approved and signed by the Chairman and the Clerk.

17/27. To approve comments to be sent to Planning on the Planning Applications below:

**17/01985/FUL** – The Avenue Tattenhall Road Tattenhall – Proposed two storey side extension and single storey rear extension. New windows – This application had been investigated and draft comments circulated to all Cllrs. It was proposed by Cllr. White, seconded by Cllr. Keeping that the following comments to be sent Planning be approved. All were in favour. 1. A site visit has been made. 2. The property is in the conservation area but he proposed extension will have no visible impact on the area as it sits well off the road. 3. It will have no impact on the adjoining property and the neighbours have no objections. 4. In line with the Village Design Statement, the Parish Council would ask that materials match existing where possible, and that the feature brickwork is replicated. 5. The Parish Council can support this application.

PRESENT

APOLOGIES

DECLARATIONS OF INTERESTS

MINUTES

MATTERS ARISING

CASUAL VACANCY

ACCOUNTS

**17/01982/FUL** – Newton House Farm Tattenhall Road Newton-by-Tattenhall - Conversion of shippoon to 1 dwelling, first floor extensions to existing barns and conversion of barns into 4 dwellings with associated gardens, landscaping and access – This application had been investigated and draft comments circulated to all Cllrs. It was proposed by Cllr. Weaver, seconded by Cllr. Spencer that the following comments to be sent to Planning be approved . There were 2 abstentions - The site lies in open countryside between Tattenhall and Newton-by-Tattenhall and is currently a working farm with a variety of barns and outbuildings on site.

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The proposal is to cease agricultural activity, demolish some of the outbuildings and convert the shippoon and remaining outbuildings into five new dwellings. This development would comply with Policy 1 of the Tattenhall and District Neighbourhood Plan.

And, although somewhat outdated, would also comply with Cheshire City Council's Supplementary Planning Document "Re-use of Rural Buildings".

The applicant has referenced the Tattenhall Village Design Statement with regard to materials to be used but has been a little vague about exactly what these will be. Whilst not in a very built up part of the Parish the Parish Council would ask that all materials respect the grain and character of the surrounding area so that it complies with Policy 2 of the Tattenhall & District Neighbourhood Plan. One concern that the Parish Council does have is with regard to the vehicular access for this development. The nearby Newton Crossroads has a higher than average accident record and Newton Lane already has heavy traffic flow as the main route to the Cheshire Ice Cream Farm. Two accesses are proposed from the development onto Newton Lane one of which would be quite close to the crossroads. The Parish Council would request that only one access is created and that that be the one furthest from the junction.

Tattenhall & District Parish Council can support this application but would request that a planning condition be applied to move the boundary wall/fence back to provide a footpath alongside the property on Newton Lane and that consideration be given to moving the fence back on the adjacent field in order to provide a proper lay-by for the residents of the nearby row of terraced cottages to park safely

**17/02240/CAT** – Greengates Burwardsley Road Tattenhall – Removal of two trees.

This application had been investigated and comments were discussed. It was proposed by Cllr. Pritchard, seconded by Cllr. Matthews that the following comments to be sent to Planning are approved. All were in favour. There is insufficient information to comment on this application as there is no Arboriculture Report.

**Resolved:** The comments on the three Planning Applications above be approved and sent to Planning

Neighbourhood Plan Review – Awaiting information from Rosie Morgan what happens next over area designation. Report back at next meeting.

Central Gowy (South) Neighbourhood Plan – Consultation. No further comments to be sent.

Park School Fence – This was discussed at length – The Parish Council had written to the Headmistress in January requesting that a consultation should be carried out with regard to the fence but no reply had been received. With regard to all the letters etc. we have received from residents who are not happy with the fence, and questions which are being asked, it was suggested that we request a meeting with Sarah Dobbins at CW&C and the School Governors to discuss the matter to see if there could be a compromise. Although this fence is for the safeguarding of the children it needs to go through a proper consultation process with the community for safeguarding for the future. Cllr Keeping would arrange a meeting.

17/28. Cllr. Weaver had tried to arrange a Public Meeting with regard to parking in the village with the Highways and the Police but had had no response so the Community Safety Committee are going back to their normal meetings

17/29. Before getting quotes etc for the fencing on Glebe Meadow and work to be carried out we need to find out who the Ha Ha belongs to. The Clerk had found the Deeds and a map of the land which she had given to Cllr. Spencer. Cllrs. Spencer, Matthews and Andrew Hull will now sort this out. They will also look at replacement fences around the Spinney.

Play Area Sign – Nothing to report on this

Nine Houses Finger Post – The arm on the fingerpost had been broken off again – Clerk to ask Andrew Smith for advice as to what he thinks we should do about this.

17/30. Work had now started on the Play Area but there was still some drainage problems to be

ACCOUNTS  
(Cont...

FINANCIAL  
MATTERS

PLANNING

sorted out. It will possibly need a soak-away. A seat and litter bin will have to be relocated.

17/31. Cllr. Chapman reported that CLT are going to undertake a Housing Needs Survey aided by Cheshire Community Action. They had drafted a survey and CLT had made suggested amendments. A covering letter from both CLT and the Parish Council had been suggested. The letter was supposed to have been written by CLT whilst Cllr Chapman was on holiday. On her return she found that this had not happened. Cllr. Chapman and the CLT Chairman wrote one, and it has been signed by the CLT Chairman and the Chairman of the Parish Council and returned to Cheshire Community Action. Our contact at Cheshire Community Action was due to be on

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paternity leave at any moment so it was decided to await his return. CLT are very hopeful that the survey will be issued to all residents by the end of July. There is an opportunity to return the survey by post or complete it on line. They have met with three architectural practices and briefed them.

They have now appointed solicitors and accountants and currently looking at options for their Bank Account

17/32. This is still ongoing

17/33. The Clerk had telephoned Bolesworth and got the name of the firm who made the sign post for the Church outside Olympus House but she needed to get the measurements of our Millenium Mile Post before she could contact them. The Chairman said there is one outside his house so he would get the measurements

17/34. No meeting as yet.

17/35. This is a piece of Glebe Meadow land by the gate on the South West Side of Chester Road which we leased to National Grid Gas PLC in 1989 for £300 and they now want to Transfer it to Cadent Gas Ltd. Cllr. Keeping had looked at the Transfer Document and there does not seem any problem it just needs to be signed and submitted. All Cllrs. were happy with this.

17/36. Planning Meeting – 19<sup>th</sup> June 2017 Barbour Institute at 7.30pm.

17/37. To receive correspondence (for information only or to be put on the next Agenda  
There was no correspondence

**STANDING ITEMS WHERE NO REPORT IS BEING PRESENTED** - None  
**PENDING** – Churchyard Extension

The meeting closed at 9.45pm

**PLANNING**  
**(Cont....)**

**COMMUNITY**  
**LAND TRUST**  
**(Cont...)**

**TATTENHALL**  
**ROAD RAILWAY**  
**STATION**

**DAMAGED**  
**MILLENIUM**  
**MILE POST**

**ELECTORAL**  
**REVIEW OF**  
**CW&C**

**TRANSFER OF**  
**LEASE FROM**  
**NATIONAL**  
**GRID GAS PLC**  
**TO CADENT**  
**GAS**  
**LTD**

**DIARY DATES**

**CORRESPONDENCE**