

TIVERTON & TILSTONE FEARNALL

PARISH COUNCIL

Minutes of the Annual (first) meeting of Tiverton & Tilstone Fearnall Parish Council held on **Tuesday 14th May 2024** after the Annual Parish Meeting in Tiverton Village Hall

Present:

Councillor: A Sharma (in the Chair)

Cllrs: R Cheshire, H Lightfoot, P Moore L Randles.

Members of the public

Apologies for Absence:

Apologies for absence were received and approved from Cllr Khan and Cllr Wilson

Apologies had also been received from Ward Cllr Jones and PCSO McKeivitt

There was no Open Forum as this had been held at the Annual Parish Meeting

1) 001/24.25 – Appointment of Chairman for 2024-2025

It was proposed by Cllr Lightfoot, seconded by Cllr Moore that Cllr Sharma be Chairman for the year 2024-2025. All were in favour

Cllr Sharma signed the Declaration of Acceptance of Office

2) 002/24.25 – Appointment of Vice-Chairman

It was proposed by Cllr Sharma, seconded by Cllr Randles that Cllr Lightfoot be Vice-Chairman for the year 2024-2025. All were in favour

Cllr Lightfoot signed the Declaration of Acceptance of Office.

3) 003/24.25 – Co-Option of Cllrs

One application had been received but the person was on holiday so it was agreed to defer this item to the July meeting

4) 004/24.25 - Declarations of Interest

There were no Declarations of Interest.

The Clerk reminded all Cllrs that any changes to their DOI should be reported on an updated form as soon as possible

5) 005/24.25 – Minutes

It was unanimously agreed that the minutes of the Parish Council meeting held on Tuesday 12th March were correct. The Chairman signed the minutes.

6) 006/24.25 – Clerks Report

The Clerk reported on a review of bus services that was being carried out by Cheshire East Council. Comments can be submitted up to 2nd July

7) 007/24.25 – Planning

i) Appointment of Planning Committee – It was agreed that all members should be on the planning committee for 2024/2025. This may be reviewed when the PC has its full complement of members.

ii) Planning Applications - The following planning applications had been received and noted on the planning register:

24/00743/TPO: Marl House, Pudding Lane, Tiverton, CW6 9SN – Oak Tree (T1) at rear of property – to carry out a crown reduction of 2m on the southwest side of the tree crown only (house side)

24/04108/FUL: Maybeck House, 2 Gardenhurst, Tiverton, CW6 9NA – Demolition of existing dwelling. Erection of a replacement dwelling.

iii) Decision Notices – All Decision Notices received since the last meeting were noted on the Planning Register. The appeal decision on Heathcroft had also been received

iv) Planning Committee – Planning comments were unanimously approved and will be submitted.

v) Enforcement Matters: The Parish Council and Tarpoley Parish Council had raised concerns about development that had taken place at Williams Cottage, Birch Heath. Enforcement had raised a case and investigations were ongoing.

8) 008/24.25 – Highways

i) Fault Reporting System – The spreadsheet of highways issues had been updated and circulated. Flooding issues on the A51 and in Tiverton had also been reported to CW&C's flood officer. There was further discussion about blocked gully's and the lack of a solution from CW&C. Council to keep reporting and to keep monitoring.

The Dale – Following the last meeting an email had been sent to Mr Dodd requesting a formal assessment of The Dale and of Townfield Lane. This had also been copied to Highways as Townfield Lane is their responsibility. No response had been received from either department

ii) New Issues – There were no new issues reported

Items relating to traffic calming were dealt with under item 10 – Parish Projects

9) 009/24.25 – Financial Report and Accounts for Payment

i) Cheque Signatories: The majority of payment are now made by DD, SO or bank transfer. However, signatories are still required for any cheques, or to facilitate discussion with the bank, if required. As there is now only one cheque signatory on the Council it is imperative that old signatories are removed and new signatories added

Action Point 1: Clerk, Chairman and Vice-Chairman to meet to resolve this

ii) Balances in the bank were as follows:

Date	Current Account	Business Reserve Acct	BR Interest
1 st March	£1,110.05	£7,059.63	£8.12
1 st April	£739.92	£7,067.48	£7.5
1 st May	£1,760.93	£12,076.33	£11.5

It was noted that the payment of 2024/2025 Precept was received on 10th April and that £5,000 had been transferred to the Business Reserve Account. Moneys are then transferred back to the Current Account as required.

iii) Budget Figures to end of March (Year end) – Cllrs approved the year-end figures.

Budget Figures to end of April – Cllrs reviewed the budget figures to end of April.

iv) May Payments – Invoices detailed below were considered for payment

ChALC	Annual Subscription	£149.34
St Jude's Church	Donation in lieu of rent	£150.00
Tiverton Village Hall	Donation in lieu of rent	£150.00

Resolved: that the above payments be made. All were in favour

10) 010/24.25 – Financial Audit (AGAR) 2023/2024

i) Certificate of Exemption: Council had reviewed the year end budget analysis and noted that all payments for financial year 2023/2024 had been made.

All were in agreement that neither income nor expenditure for the year exceeded £25,000 and that the Certificate of Exemption could be signed

The Clerk and Chairman signed the Certificate of Exemption

ii) Annual Governance Statement - Councillors read through the Annual Governance Statement and answered yes to all questions

The Clerk and Chairman signed the Annual Governance Statement

iii) Accounting Statement – Councillors agreed that the figures reflected the income and expenditure of the Council

The Clerk and Chairman signed the Annual Accounting Statement

The documents would now be sent to Mr Hurst for the “internal audit” to be completed

11) 011/24.25 - Parish Projects

i) Traffic Calming – An email had been received from Highways with a broad cost of the formal assessment and implementation of a lower speed limit on the bends at Brassey Green. The figures quoted were unfortunately outside the scope of the PC’s budget and this matter will have to be put on hold for the foreseeable future. However lower cost solutions will continue to be sought. The email also informed Council of the owner of one grass verge on the approach to Tiverton village but not the wider one that Council wanted to put a planter on. Finally following a PC query about cleaning and clearing footways (siding) the email asked that that question be redirected to Streetscene.

ii) Smithy Green Trees and Benches – Further planting will take place on Smithy Green including bulbs in the Autumn and possibly wildflowers next Spring. It is also hoped to put a pergola type structure and some benches on there as well. There is a wet patch on the green that may require some investigation and where planting will be avoided.

Action Point 2: Clerk to contact the nursery once bulbs and seeds are available

iii) Lamp Post Poppies – The cost of these is £3 each. It was agreed that the number required will be checked and further stocks ordered.

iv) Maintenance Plan: It was agreed to draw up a maintenance plan for the PC’s assets such as benches, notice boards etc. Cllr Lightfoot already carried out the checks on the defibrillators and reported that new pads will be required later in the year.

It was agreed that quotes be obtained for the cleaning of the war memorial and tabled at the July meeting. It was also reported that the gate was stuck at present.

Action Point 3: Cllr Lightfoot and the Clerk to source companies able to do this

There was discussion about setting up a working group to oversee Parish Projects rather than it be the responsibility of just one person

v) DDay 80: It was reported that no DDay 80 events were being held in the Parish. Beeston, as an official site, would be lighting a beacon on the castle and tickets were available for this

12) 012/24.25 – Parish Council Website

The change over to the new website and new email addresses will begin shortly. A meeting of the working group to be arranged to facilitate this.

13) 013/23.24 – Parish Council Newsletter

The latest newsletter has been published and is currently being delivered. Since the resignation of some Parish Councillors who used to do deliveries new deliverers are required. It was suggested that if the Parish projects working group is set up the newsletter should come under their remit.

14) 014/24.25 – School Transport Provision

A further letter had been written to CW&C expressing the PC’s disappointment at the removal of school bus places for children from the Parish. No response had been received.

It was suggested that, as the issues of roads / speeding, The Dale and the school bus provision had been reported to CW&C on several occasions with no satisfactory responses, the matters be escalated and a letter sent to the new Chief Executive. All were in agreement.

Action point 4: Clerk to write to Chief Executive

15) 015/24.25 - Date and Time of Next Meeting

The dates and locations of the meetings in the forthcoming year were agreed (see below)
The next meeting would take place on Tuesday 09th July at 7.30 pm in St Jude’s Church Hall.
There being no further business the Chairman closed the meeting at 22.00 pm

Signed:.....

Dated:.....

- Future Meeting Dates are:
- Tuesday 10th September – Tiverton Village Hall
 - Tuesday 12th November – St Jude’s Church Hall
 - Tuesday 14th January 2025 Tiverton Village Hall
 - Tuesday 11th March – St Jude’s Church Hall
 - Tuesday 13th May – Tiverton Village Hall and will include the Annual Parish Meeting and the Annual (first) Parish Council Meeting