

TIVERTON & TILSTONE FEARNALL

PARISH COUNCIL

Minutes of the meeting of Tiverton & Tilstone Fearnall Parish Council held on **Tuesday 09th July 2024** at 7.30 in St Jude's Church Hall

Present:

Councillor: A Sharma (in the Chair)

Cllrs: R Cheshire, H Lightfoot, P Moore, L Randles, A Wilson

Ward Cllr Mike Jones

3 members of the public

1) 016/24.25 – Discussion with PC / PCSO re Local Issues

There were no members of Cheshire Constabulary in attendance

The Chairman reported that he had been in touch with PCSO McEvitt to arrange delivery of a Speed Indicator Device (SID) machine but due to both their work commitments this has not been possible yet. The previously reported car is still parking on the pavement on the A49 this to be reported again to PCSO McEvitt.

Action Point 1: Clerk to inform PCSO McEvitt

2) 017/24.25 - Open Forum

A resident asked about the situation with Tilstone House. It was explained that it was the subject of an insurance dispute which is why it is still in a state of disrepair. There was comment about the break-ins which occur and it was reported that the Parish Council had asked the Police questions about it but had been told they couldn't give details for operational reasons.

A resident again raised the matter of the draft minutes on the website.

3) 018/24.25 – Apologies for Absence

Apologies for Absence were received, and approved, from Cllr Khan who had a work commitment.

4) 019/24.25 – Co-option of Councillors

There had been two applications for the two vacancies on the Council, Laurence Woodhouse and Julia Chambers. Both spoke a little about their experience and reasons for joining the Council. It was proposed by Cllr Sharma, seconded by Cllr Lightfoot that they both be cop-opted. All in favour.

The two applicants signed their Declaration of Acceptance of office and joined the meeting.

The Chairman informed members that Cllr Cheshire had submitted his resignation after 25 years on the Council. During his time on the Council he had been Chairman and spearheaded the development of the Neighbourhood Plan. He was thanked for his service to the Council and the community.

Action point 2: Clerk to inform Democratic Services of a Casual Vacancy

5) 020/24.25 - Declarations of Interest

Cllr Woodhouse declared a Pecuniary Interest in the planning application for Briar Lea

6) 021/24.25 – Minutes

It was proposed by Cllr Lightfoot, seconded by Cllr Moore and unanimously agreed that the minutes of the Parish Council meeting held on Tuesday 14th May 2024 were a correct record. The Chairman signed the minutes.

7) 022/24.25 – Clerks Report

HWRC Consultation: Members were informed of a Household Waste Recycling Centre consultation that will run until 1st September. This can also be circulated to neighbours, and family and friends if they live

in the Borough. A list of drop-in sessions that are being held had been circulated. The Clerk will put the documents on the website and Cllr Moore will put them on the Tiverton FB page. Members can complete the consultation as a member of the public but if they wish there to be a PC response they are asked to forward any comments to the Clerk.

Members Budget Applications: Members budget applications are now open. Each Ward Councillor has £5000 to spend on projects within their Ward. There is a link on the circulated email.

SLCC Conference: The Clerk requested permission to go to the SLCC (Society of Local Council Clerks) conference at Middlewich in September. **All were in favour**

CW&C Local Plan: The Clerk had attended a drop-in event in Tarvin where members of the CW&C planning team were consulting on the new Local Plan and explaining about the new “fast-track” local plan system. There were interactive elements where you could suggest types of buildings and layout that your Parish might consider. However, the planners did point out that this could be superseded by any changes a new government may make to the planning laws and system.

Internal Audit Report: the Internal Audit report had been received from Mr Hurst. He had raised a query regarding members contact details being on the website and whether this needs reporting to the ICO. No this is a legal requirement of the Transparency Code.

He had commented that the information on the website was “comprehensive in its content” but suggested that the Budget Analysis circulated at each meeting could go on there too. A new page will be created to accommodate this.

He also commented that the record keeping was exemplary.

8) 024/24.25 – Planning

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

24/01227/FUL: Hafod, Huxley Lane, Tiverton, CW6 9NB – Removal of existing dormers and erection of new dormers to front and rear with new front porch and render to exterior of property.

24/01549/FUL: Tiverton Lodge Huxley Lane Tiverton CW6 0NB – Raise roof height and depth of existing garage block to create upper floor storage and home office area(s)

24/01553/FUL: Tilstone Lodge Nantwich Road Tiverton CW6 9HS – Erection of agricultural and general storage shed. Retrospective (variation in design and location of building previously approved under 21/03822/FUL

24/01562/FUL: Briar Lea Nantwich Road Tiverton CW6 9HP – Demolition of existing dwelling and outbuildings and erection of a replacement dwelling, erection of a stable block and creation of a new driveway access.

It was also noted that the application for Silver Warren had been called in to CW&C planning board

ii) Decision Notices – All Decision Notices received since the last meeting were noted on the Planning Register.

iii) Planning Committee – Circulated planning comments were unanimously approved and will be submitted to the Local Planning authority.

iv) Enforcement Matters: Nothing had been heard from the Enforcement Officer on the query raised regarding Williams Cottage. However, Tarpurley PC also raised a query and as the property is in their Parish the answers may have gone to them

Action Point 3: Clerk to contact Tarpurley PC to see if they have received an update

It was reported that the Chairman of Beeston Parish Council had been in touch regarding the reviewing of the Neighbourhood Plan. This to go on the September agenda

9) 025/24.25 – Highways

i) Highways Issues – The spreadsheet of highways issues had been updated and circulated. Despite regular reporting there are still issues with various gullies around the Parish it was therefore requested that these be reported again

ii) New Issues – Reported at the meeting were the following: damaged and / or dirty road signs; the standard of grass cutting and the broken “elephant” fences around the greens.

Action Point 4: Clerk to report on the online reporting system

iii) The Dale: No update had been received from Mr Dodds.

10) 026/24.25 – Financial Report and Accounts for Payment

i) Balances in the bank were as follows:

| Date | Current Account | Business Reserve Acct | Interest Received 1 st Monthly |
|-------------------------|-----------------|-----------------------|---|
| 1 st June 24 | £1,073.38 | £14,079.44 | £15.11 |
| | | | |

Notes: July bank statement had not been received.

£500 was transferred from the Business Reserve Account to the Current Account on 8th July

The Clerk reported that a VAT refund of £1984.78 had been received in error from HMRC. This had taken a while to resolve and return to them and in the meantime the money had been placed in the Business Reserve Account which was why there was an increased interest figure.

ii) Budget Figures to end of June – Cllrs reviewed the budget figures to end of February. All expenditure was on target. Members noted that the Clerks salary was paid by Standing Order and that the payment to the Information Commissioner for the Data Protection Fee was now on Direct Debit of £35.00 annually, a reduction of £5.

iii) July Payments – Invoices detailed below were considered for payment

| | | |
|--|------------------------------|--------|
| Cheshire Community Action | Membership Fee | £20.00 |
| Cheshire Assoc of Local Councils | Planning Training Cllr Moore | £30.00 |
| P Mullock | Mole Removal Smithy Green | £70.00 |
| This was higher than usual but several traps had been deployed | | |
| Probin Ltd | Audit Fee | £50.00 |

This had not been received but the Clerk asked for permission to pay it on receipt

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

iv) Future Expenditure: Cllr Lightfoot informed members that the defibrillator pads would require renewing in the near future and she was gathering quotes. It was proposed by Cllr Moore seconded by Cllr Sharma that she could order pads up to a value of £150. **All were in favour**

Action Point 5: Cllr Lightfoot to source and purchase defibrillator pads

Cllr Lightfoot and the Clerk were obtaining quotes for the cleaning and re-letting of the War Memorial.

Action Point 6: Cllr Lightfoot and Clerk to report to September meeting

The laptop computer had been purchased in 2017 and now has some issues. It was proposed that Cllr Sharma investigate the purchase of a new one. **All were in favour**

v) Bank Signatories – In the recent past the current bank signatories, Cllr Mould (moved out of area), Cllr Ibbotson (didn't stand for re-election) and Cllr Cheshire (retirement) had all left the Parish Council. It was proposed by Cllr Sharma, seconded by Cllr Randles that they be removed as NatWest bank signatories.

All in Favour

It was proposed by Cllr Moore that Cllr Sharma and Cllr Lightfoot should become signatories at the NatWest Bank.

All in favour

It was proposed by Cllr Randles, seconded by Cllr Sharma that the Clerk and RFO, Carol Spencer, should become a "silent" signatory at the NatWest Bank. Mrs Spencer would not have authorisation to sign cheques but would have the ability to sign other documents and to deal with any banking matters on behalf of the Council.

All in favour

Action Point 7: Cllrs Sharma, Lightfoot and the Clerk meet to complete the necessary forms

11) 027/24.25 – Parish Projects

i) Traffic Calming – An email had been received from Highways stating that they were no longer carrying out speed limit reductions assessments on behalf of Parish Councils. However, the PC are still keen to slow traffic down through Tiverton village. It has been suggested that a planter be put on the wide grass

verge entering the village but it has not been easy to ascertain who the owner is. It was suggested that the PC apply for a licence to site a planter at which time Highways would do a search for the land owner.

Action Point 8: Clerk to apply for the relevant licences

An email had also been received stating that if a speed reduction assessment was to be done on the bends at Brassey Green the whole length of the road through Huxley would also have to be assessed. This is puzzling as Huxley is a 20mph area already. It was agreed to request that the SLOW sign on the road be repainted as was promised by Highways some time ago

ii) Smithy Green Trees and Benches – It is still proposed to put benches on Smithy Green but this will be reconsidered later in the financial year. The purchase of spring bulbs to be included on the September agenda. Now bird nesting season is coming to an end it was agreed to ask Pete Mullock to quote for cutting the hedge by the bus stop at the end of Huxley Lane.

iii) Maintenance Plan – Rather than draw up a separate document it was suggested that the asset register could be used to inform the maintenance plan and the schedule for grass and hedge cutting It was also suggested that as the Council is now almost at full capacity a maintenance working group be established.

A complaint had been received about the state of the post box and telephone box on the green in the village centre. These are the responsibility of the respective utility companies who have their own cleaning and painting regime. However, it was agreed that we try to contact them to see where Tiverton is on the schedule

Action Point 9: Clerk to write to respective organisations to request cleaning and painting

12) 028/24.25 – Parish Council Website

The changeover to any new provider will be done as soon as possible. Cllr Sharma is looking at specific PC email addresses for each member that the Clerk will have access to so that they can be deleted should a Cllr resign for any reason.

13) 029/24.25 – School Transport Provision in Tiverton

No response had been received from CW&C transport.

Members expressed frustration that several items that had been reported to CW&C were unresolved and that officers were unresponsive by email. It was agreed to write to the Chief Executive highlighting the issues and the lack of response from officers.

Action Point 10: - Clerk to write to Chief Executive

A motion regarding this has already been submitted to ChALC for their AGM.

14) 030/24.25 - Date and Time of Next Meeting

The next meeting will take place on Tuesday 10th September at 7.30 in Tiverton Village Hall. There being no further business the Chairman closed the meeting at 22.00 pm

Signed:..... (Chairman).....

Dated:.....

Parish Council Meetings will take place on the following dates:

| | |
|---------------------------------------|---|
| Tuesday 14 th November | St Jude’s Church Hall, Tilstone Fearnall |
| Tuesday 14 th January 2025 | Tiverton Village Hall |
| Tuesday 11 March | St Jude’s Church hall, Tilstone Fearnall |
| Tuesday 13 th May | Tiverton Village Hall (includes Annual PARISH Meeting and Annual Parish Council Meeting |