

**Minutes of Tilston Parish Council Meeting  
held at Tilston War Memorial Hall  
2<sup>nd</sup> March 2023**

**PRESENT**

**Councillors**

Chairman – Mike Hearn	Bill Joyce
Penny Honeyborne	Neil Ritchie
Chris Kenny	Ben Hatton

Non-Parish Councillor CW&C Cllr Paul Roberts  
Public – 4

**APOLOGIES**

CW&C Cllr Paul Roberts- prior engagement  
PCSO Rachael McKeivitt – family commitments prevent working evenings

**DECLARATION OF INTERESTS**

None to declare

**PUBLIC PARTICIPATION**

The matter of a 2 metre fence with 4 metre high trees behind having been erected in a conservation area and on a major road was raised by a resident who wanted to know if planning permission should have been sought for this work. The resident has been in contact with CWAC expressing his concerns and he has sent photographs to the relevant department. The Parish Council will also contact CWAC Planning Enforcement Officer regarding this matter.

The same resident drew the attention of the Parish Council to the former access route having been blocked off behind Stocks Cottage in the Inveresk Road area. He believed that his was a former Bridle Path and as such enquired as to whether the owners had the right to prevent its use by the public. It appears the owners had established ownership of the path by default having fenced it some 15 years ago and by using the 12 year rule which grants ownership if not challenged.

That it was ever a Bridle Path is not clear although a resident said he had an OS map of the area which shows the route as a Bridle Path.

The Parish Council will check the status of the Path with CWAC Planning Department and Public Right of Way Officer/ Highways Department.

Litter on Duckington Lane is still of a concern to residents. The Clerk had requested the name and address of the Shocklach resident known to be collecting litter in this area on a regular basis. Unfortunately, she had not had a reply to the letter she had delivered to the Tilston resident who had asked that the Parish Council acknowledge the service that was being undertaken.

A "polite" "Keep off the Grass" sign was requested by a resident who is unhappy that the area by the village stocks in which he has planted numerous bulbs is regularly used as dog toilet and is trampled upon by their owners. The Parish Council will look into erecting a sign.

## **MINUTES**

**RESOLVED 23/074** – Cllr. Honeyborne proposed and Cllr. Hatton seconded that the Chairman signs, as a correct record the circulated minutes of the Parish Council meeting on the 5<sup>th</sup> January 2023

**RESOLVED 23/075** – Cllr. Honeyborne proposed and Cllr. Hatton seconded that the Chairman signs, as a correct record the circulated minutes of the Extraordinary Meeting of the Parish Council held on the 16<sup>th</sup> February 2023.

## **PLANNING**

The Council noted the planning register, page 167 as circulated, no further applications had been received.

**23/00148/TPO – Oak (T5) Crown reduction by approx.. 30% (previous pruning). Removal of dead wood from tree to keep tree to a manageable size and ensure kept healthy and manageable size for surrounding properties.**

**RESOLVED 23/076** – That the council has no objection to the above

## **POLICE COMMISSIONER'S FORUM**

Chairman of the Parish Council, Mike Hearn had attended the Police Commissioner's Forum on January 16<sup>th</sup> 2023 and reported that he was one of the few attendees to have submitted questions prior to the actual meeting. These had included:

1. Police co-operation over speeding issues in the Tilston Area.
2. The salutary presence of the Police within the village including a significant increase in Police patrols and visibility.
3. Vandalism in Tilston.

At the meeting Cllr. Hearn learned that there had been only 1 incident of vandalism reported in Tilston and that concerns regarding speeding traffic and police presence were common to all the parish councils represented. There are to be cameras placed along the A 41 in our area and members of the public can train as Traffic Management Officers which would assist the police and save them from having to come out to do this work. A new road safety feature is the audio camera which registers sound levels connected to speed. It is possible to have an "unadopted level crossing" which involves painting lines in the road like a zebra crossing. There is no obligation for the driver to stop at this crossing but it has been shown to act as a visual barrier and slow traffic down. Cllr. Hearn felt this was something that could be implemented in Tilston outside the Village Hall. He had recently watched as the school children alighted the Heber School bus and noted they all walked in the road and not on the pavement. This issue needs raising with the school bus company with a request for the bus to stop nearer to Inveresk road to encourage the children to walk safely along the pavement.

## **WARM SPACES INITIATIVE**

Cllr. Kenny reported that there had been zero uptake at the Carden Arms to date. CWAC was promoting a celebration event of this initiative but it did not seem appropriate to hold this in Tilston. The Clerk reported that the Warm Spaces Team was offering free books for distribution as part of the project and to encourage library use and that she had requested 10 copies which will be delivered in April.

## **TILSTON WAR MEMORIAL HALL**

Cllr. Joyce who represents the Parish Council on the TWMH Committee reminded the meeting that the AGM of the TWMH Committee would take place on March 15<sup>th</sup> 2023. This was an opportunity for people to get an update on what is on offer at the Hall and to air their views on its operation and use etc.

## **HILL FIELD**

It was established that there are two elements to Hill Field:

1) the field itself with its ponds, presence of newts and need to be cleared and maintained and possibly developed into a wildlife walk or tiny forest accessible to everyone and

2) the Village Hall proposed car park.

The obstacles to pursuing either of the above lie in the uncertainty around Planning Permission – do we require it? Nick Smith of Planning Department CWAC recommended putting in for planning permission as this would make ownership and development more secure and -

An Ecological Survey – do we need it for the entire field site or just that part of the field upon which there will be the car park and which actually belongs to the Village Hall (Parish Council)? It was noted that the Parish Council was under an obligation to conduct an ecological survey under the terms of Jones Homes's recent agreement to permit it to construct a car park partly on the field in pursuance of its conveyance to the Parish Council.

It was decided that these two issues would be addressed in the first instance by the clerk and that Parish Councillors would gather together all the documentation they currently have in connection with Hill Field and go through it together to ascertain where they stand legally. When this has been done, a decision can be made on next steps including whether to appoint a Planning Consultant.

## **DUCKINGTON LANE LITTER ISSUES**

A substantial amount of plastic waste rapeseed cooking oil containers was dumped in the layby close to the A41 on February 23<sup>rd</sup>. A resident happened to notice a trailer loaded with this type of waste when out driving in the village, noticed the car and trailer proceeded up Duckington Lane and shortly afterwards came across the car and trailer now empty of the waste. The resident managed to note the car registration number and to take photographs of the dumped materials. The police have been informed and they are looking to gather enough evidence to question the owner of the vehicle. Once they have done this the information will be passed to CWAC and it will be their decision as to whether they want the police to prosecute. The Clerk will inform Broxton Parish Council of this incident since the layby is technically in Broxton Parish Council. The Clerk is aware of ongoing litter issues in this area and has made a number of requests for signage and bins. Mobile CCTV Trailcams could be the answer to this issue and it may be worth pursuing this.

## **VILLAGE PLANTERS**

Cllr. Bill Joyce offered to prepare a spreadsheet indicating who would take responsibility for a planter, where it would be situated and who would keep it watered. In the meantime advertisements for volunteers will continue to be placed in the Reporter and the village shop.

## ACCOUNTS & PAYMENTS

### 1) Accounts & Payments

**RESOLVED 23/075**– that the Council approve the accounts and payments as circulated on page 34 of the Cash Book and additional payments as below: -

To whom paid	Particulars	Amount
Spacehive	Pledge for Path to School	330.00
R Horner	Grass Cutting	60.00
TWMH	Room Hire January	18.00
Marian Hagan	Salary January	269.50

### Outstanding payments

**RESOLVED 23/076** that the Council pay the following outstanding payments:-  
Marian Hagan, Clerk Tilston Parish Council, £269.50 for February 2023 Salary  
Marian Hagan, Clerk Tilston Parish Council, £32.62 Reimbursement for copier paper and ink.

Tilston War Memorial Hall £18.00 for room hire February 2023.

### 2) Statutory Powers

Councillors noted the Statutory Powers as listed in the accounts spreadsheet and provided prior to the meeting. Cllr. Ben Hatton requested clarification of the Statutory Powers which the clerk will provide once she has found the relevant information.

## COUNCIL RISK ASSESSMENT

**RESOLVED 23/077** – That the Parish Council agree the Council Risk Assessment as circulated for 2023-24

## COUNCIL ASSET REGISTER

**RESOLVED 23/078** - That the Parish Council agree the Council Asset Register as circulated. Cllr. Ben Hatton asked what was happening with regards to the old laptop used by the former clerk. The Clerk informed him that this was in the process of having all its data wiped so that it could be given to the village school. As yet, the wiping had not been completed but the clerk would request that this be done as soon as possible and the laptop passed on. At that point the Asset Register would be updated and brought again to Council for approval.

## INTERNAL AUDIT OF ACCOUNTS

**RESOLVED 23/079** – It was proposed by Cllr. Hatton and seconded by Cllr. Kenny that the Parish Council accounts should be audited by a credited accountant operating out of an Accountancy Firm as recommended by a local Parish Clerk at an estimated cost of £250. This would assist the clerk and councillors in getting to know the process and in preparing for an External Audit of Accounts which the clerk has been informed will take place later this year.

## COUNCIL ELECTIONS MAY 2023

All councillors will be stepping down in May 2023. Cllrs. Ritchie, Honeyborne and Hearn have decided not to stand for re-election which leaves only 3 definite candidates at this time with 5 definite vacancies to fill if at all possible.

The Clerk reminded the parish councillors that an election support meeting for prospective candidates was being held at Chester Racecourse on March 8<sup>th</sup> at 6pm. Various posters had been put up in the village in connection with the election and support available. Further publication of the election was discussed including whether or not to have posters published and delivered to every household but this was dismissed.

Formal Notice of the Election takes place on March 16<sup>th</sup> when the Clerk is away on holiday but she has been in discussion with the Election Office at Chester and they are supporting her in getting all the materials to her before she goes away on March 14<sup>th</sup>. Ann Wright, former clerk has also offered to assist in publicising the election on Facebook and the Website.

The Clerk is attending an election briefing session on Wednesday March 8<sup>th</sup> at which she will collect the application packs that candidates need to complete. If necessary, she will hand deliver completed application forms to ensure they are in on time which is 4pm Tuesday April 4<sup>th</sup>.

**RESOLVED 23/080** – In order to attract possible candidates the Clerk will photocopy a number of notice of election posters to be given to councillors to hand to neighbours and friends and to put in the village shop and the pub with noticeboards around the village regularly updated and refreshed.

#### **MAY 2023 MEETING DATE**

**RESOLVED 23/081** - Due to the elections being held on May 4<sup>th</sup> 2023 it was agreed that the Parish Council Meeting will not take place on May 2<sup>nd</sup> as advertised but on May 18<sup>th</sup> 2023.

#### **KING'S CORONATION**

Cllr. Bill Joyce had attended a Planning Meeting for Tilston Celebration of The Coronation the previous evening at TWMH and reported that the various groups including TWMH committee, Tilston Playing Field Committee, The Parish Council with apologies from Tilston Wakes and The Carden Arms, had decided to concentrate on holding an event to mark the Coronation on just one day rather than over the entire weekend. The celebration would be on May 6<sup>th</sup> from 2pm. and would include "Afternoon Tea" free of charge, children's activities on the field, competitions, a cash bar, screening of the Coronation itself and a Coronation music playlist. It is also hoped to provide a commemorative gift for every child who attends the event. Funding is available from all the groups with an additional £100 applied for from Farndon Ward Cllr Roberts who has been given a small budget to share amongst his 5 parish councils. The celebration will be promoted through social media, websites, posters, publications and word of mouth. At this stage volunteers are required to assist with decorating the village and hall, setting up the marquees and tables and chairs, sourcing provisions and gifts, running the bar, serving the Afternoon Tea, organising and running children's activities and overseeing the screening of the Coronation and music playlist.

#### **PUBLIC PARTICIPATION**

No members of the public had remained to partake in this part of the meeting.

The meeting closed at 8.25

Signed .....

Dated .....

**The next PARISH COUNCIL MEETING  
will be on Thursday 18<sup>th</sup> May 2023 7.00pm**

Tilston Parish Council

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