

**Minutes of Tilston Parish Council Meeting  
held at Tilston War Memorial Hall  
18<sup>th</sup> May 2023**

**PRESENT**

**Councillors**

Chairman – Bill Joyce  
Ben Hatton   Chris Kenny

**Non-Parish Councillors**

None  
Public – 2 + CW&C Digital Sector Specialist

**CHAIRMAN**

**RESOLVED 23/001** – That Cllr. Bill Joyce be elected Chairman for the Council year 2023-2024.

**VICE CHAIRMAN -**

**RESOLVED 23/002** – That Cllr. Chris Kenny be elected Vice Chairman for the Council year 2023-2024.

**APOLOGIES**

CW&C Cllr. Adrian Waddelove CW&C Meeting  
Paul Roberts prior engagement

**DECLARATION OF INTERESTS**

None to declare

**PUBLIC PARTICIPATION**

Mike Dugine, CW&C Digital Sector Specialist had been invited to address the meeting in response to a resident's concerns regarding poor mobile coverage in the Tilston area. Mike showed us an overview he had created of outdoor signal strength and mobile coverage along the main roads in Tilston. He admitted that the data showed the mobile signals of all the main operators was below a "decent" and at times acceptable standard. He did not have any quick fix solutions to the problems but strongly advised the use of "wifi calling" on all mobile phones in this area until improvements have been made. He did feel that getting a good broadband system in place was the more important issue. At present some Tilston residents have been upgraded to Airband fibre optics but there is some dispute as to whether this is as efficient as Openreach. Mike agreed to keep in contact with Tilston Parish Council and update us as systems develop.

**RESOLVED 23/003** – that the Parish Council will survey residents to 1) get a clear understanding of who has access to fibre broadband and who is the provider and 2) which mobile operator is the most popular, the most reliable and whether or not they are using wifi calling to boost their mobile signal

**MINUTES**

**RESOLVED 23/004** – that the Chairman signs, as a correct record the circulated minutes of the Parish Council meeting on the 2<sup>nd</sup> March 2023.

### **CO-OPTION OF COUNCILLOR(S)**

**RESOLVED 23/005** – that the Council co-opt Lynsey Jackson and Julie Deville Horner and that they sign the acceptance of office and join the meeting. The Council also co-opted Paul Roberts in his absence. Mr. Roberts to sign his acceptance of Office at his earliest convenience.

### **ANNUAL & CHAIRMAN'S REPORT 2022-2023**

**RESOLVED 23/006** – that the Council agree the Annual Report and Chairman's Report as circulated.

**RESOLVED 23/007** – that 50 copies of the Annual Report be printed in non-colour hard copy and distributed among the village shop, village hall, Tilston school, Tilston church and Carden Arms pub for residents to collect. A copy of the Annual Report to be made available to all residents on the Council website and Facebook page and this to be promoted through advertisement in the Shocklach Reporter.

### **MEETING DATES 2023-2024**

**RESOLVED 23/008** – that the Council approve the following meeting dates for 2023-2024 Council year:

Thursday 18<sup>th</sup> May 2023 – Annual / First

Thursday 6<sup>th</sup> July 2023

Thursday 7<sup>th</sup> September 2023

Thursday 2<sup>nd</sup> November 2023

Thursday 11<sup>th</sup> January 2024

Thursday 7<sup>th</sup> March 2024

Thursday 2<sup>nd</sup> May 2024 – Annual / First

### **AREAS OF RESPONSIBILITY & REPORTER ROTA**

**RESOLVED 23/009** – that Council approve the following areas of responsibility for 2023-2024 Council year. All councillors will contribute to each area with a named person taking the lead in liaising, communicating, prioritising and action planning.

Planning	ALL
War Memorial Hall	Bill Joyce
PROWS, Conservation & Built Environment	Julie Horner
Consultations	ALL
Hill Field Car Park	Chris Kenny
Hill Field Wildlife & Access	Chris Kenny
Streetlight Planters, Poppies & Christmas	Bill Joyce
Safety Matters in Tilston	Paul Roberts
Tilston Groups and Young People	Lynsey Jackson

Cheque Signatories	Bill Joyce, Ben Hatton, Chris Kenny
Facebook Notifications	Lynsey Jackson
Production of Posters & Leaflets	Bill Joyce
Distribution of Posters & Leaflets	All
Ad hoc posts on website	Lynsey Jackson & Chris Kenny
Mobile Coverage & Digital Connectivity	Ben Hatton

**RESOLVED 23/010** – that Council approve the following Reporter rota for 2023-2024 Council year:

<b>Deadline</b>	<b>Published</b>	<b>Councillor</b>
June 18th	July	Bill Joyce
July 18th	August	Ben Hatton
August 18th	September	Lynsey J & Julie H
September 18th	October	Chris Kenny
October 18th	November	Paul Roberts
November 18th	December	Bill Joyce
January 18th	February	Ben Hatton
February 18th	March	Paul Roberts
March 18th	April	Lynsey J & Julie H
April 18th	May	Chris Kenny
May 18th	June	Paul Roberts

## **COUNCIL REGS & PROCEDURES**

**RESOLVED 23/011** – that Council agree CW&C Code of Conduct as circulated.

**RESOLVED 23/012** – that Council agree the policies and regulations as circulated noting amendments including clerk’s contact details on complaints procedure and grants’ policy and application form.

## **COUNCILLOR RETIREMENTS**

**RESOLVED 23/013** – that the Council acknowledge the long service and commitment of Cllrs. Honeyborne, Hearn and Ritchie by letter in the first instance. Cllr. Bill Joyce to explore a suitable gift.

## **PLANNING**

The Council noted the planning register, page168, as circulated. A further application had been received:

**Site Address:** Tilston Parochial Church of England Primary School Church Road  
Tilston Malpas SY14 7HB

**Reference Number** 23/01461/S73

**Proposal** Formation of a new car parking area, alterations to existing access, boundary treatment together with provision of a new access point to allow for a future one-way drop off zone through the site – variation of condition 7 ( amend the entrance/exits for the car park) and discharge of condition 3 (plan of the

modifications to the existing access and visibility splays), condition 4 (tree and hedgerow planting plan), condition 5 (detailed plan of the new access) of planning application 22/011659/FUL

No objections were raised in the above matter.

Councillors discussed the recent Licensing Application for music and alcohol at the Lost Barn, Stretton. It was decided to wait and see if this caused any noise or traffic disturbance within the Tilston area and if so the Council would make address to the licensing authority immediately.

## **ACCOUNTS & PAYMENTS**

### 1) Accounts & Payments

**RESOLVED 23/014**– that the Council approve the accounts and payments as circulated on pages 35 and 44 of the Cash Book and additional payments as below: -

<b>To whom paid</b>	<b>Particulars</b>	<b>Amount</b>
Spacehive	Pledge for Path to School	648.00
Royal British Legion Industries	Coronation Signs	115.59
Cllr Chris Kenny	REIM Keep off Grass Signs	11.96
TWMH	Room Hire March 2023	16.00
Marian Hagan	March Salary	269.50
HMRC	PAYE/NI	201.60
Boston Seeds	Wildflower Seeds for new Footpath	118.00
Frances Kenny	Coronation Medals	325.00
County Landscapes	Kissing Gates Path to School	2391.48
Cheshire Community Council	Grant Return Warm Spaces	500.00
Marian Hagan	April Salary	269.50
R Horner	Grass Cutting April, May	70.00
R Horner	Mower Belt	22.50

### Outstanding payments

**RESOLVED 23/015** - that the Council pay the following outstanding payments:-  
 Marian Hagan, Clerk Tilston Parish Council, Reimbursement for postage, inks, files and dividers and Microsoft 365 annual subscription £133.69  
 UHY Hacker Young Payment for internal audit of accounts £270.00  
 Cllr. Ben Hatton asked that the Clerk/RFO provide a full report of monies raised and spent on the Path To School at the next Council meeting.

### 2) Small Grant Applications

This agenda item was omitted in error and will be carried over to the next Council meeting in July.

## **ANNUAL RETURN 2022-2023**

### 1. Year End Accounts 2022-2023 & Audit Information

**RESOLVED 23/016** – that the Council agree the year end accounts and audit information as recorded in the cash book pages 36-39.

### 2. Internal Audit Report

**RESOLVED 23/017** – that the Council note the internal audit report as recorded page 41 of the Cashbook.

### 3. Governance Statement (Section 1)

**RESOLVED 23/018** – that the Council answer yes to statements 1 to 8 of the Annual Governance Statement noting statement 9 is not applicable, page 42 of the Cashbook.

### 4. Accounting Statement (Section 2)

**RESOLVED 23/019** – that the Council approve the accounting statement as recorded on page 43 of the Cashbook.

### 5. Certificate of Exemption

**RESOLVED 23/020** – that the Council confirm its eligibility to certify the exemption of the Council from full audit and that the Chairman sign the exemption certificate, page 40 of the Cashbook.

## **LAND TO SOUTHERN BOUNDARY OF CHELWOOD HOUSE**

The Parish Council was asked to look into the matter of a former access route having been blocked off behind Stocks Cottage in the Inveresk Road area. A resident believed that this was a former Bridle Path and as such wanted to know if the owners had the right to prevent its use by the public.

The status of the path was checked by Richard Ankers, CW&C Public Rights of Way Officer who reported that there are no recorded public rights of way along this track and as such the Council has no powers to assert and protect the public's use over it. The owners of Chelwood House are the proprietors of the land in subject by virtue of Registered Title No. CH608192 and nobody has accessed this strip of land since they moved in in 1999.

The owners provided the Parish Council with a copy of an affidavit sworn by the original fencing contractor confirming that he fenced the land in question in 1999 some 23 years ago and not the 15 years ago reported at the March 2023 Meeting of the Parish Council.

The owner of Stocks Cottage, which is in close proximity to the track in question also stated that he had moved into his home in 1994 and there was never any "Bridle Way" signage in place during his time in the area.

## **CLERK'S REPORT**

Actions taken since the last meeting in response to issues raised by residents and matters arising at the meeting included:

Contact with Planning Enforcement Officer regarding the erection of fencing and planting of trees in a conservation area; Checking the status of a what a resident thought was a bridle way and which appeared to be blocked off (See report above); Purchase and erection by Cllr. Kenny of No Fouling signs on grassed area in village being used by dogs; Informing Heber School and Meredith bus company and CW&C School Transport Department of concerns regarding where pupils are alighting from the school bus in Tilston on a busy road where there is no pavement; Contacting Broxton Parish Council regarding litter and fly tipping in the layby on Duckington Lane; Provision of notes to councillors explaining the statutory powers under which the clerk operates the council finances and accounting system; Request made for return of Parish Council laptop so that it can be passed to Tilston School.

**PARISH COUNCIL VACANCIES**

**RESOLVED 23/021** – Cllr. Bill Joyce to produce new posters advertising the current 2 Parish Council vacancies.

**HILL FIELD**

The Clerk’s contact with a number of potential planning consultants to assist with the development of the car park on Hill Field had highlighted the need to gather together all the documentation relating to this project so that all councillors could gain some understanding of what actions had already been taken, what permissions had been granted so far, what permissions were likely to be required and what would constitute next steps.

**RESOLVED 23/022-** That the Council will meet informally on Tuesday July 4<sup>th</sup> at 6.30 to examine the documentation on Hill Field Car Park to date and consider what course of action to be taken.

**EVENING BUS**

As Ward Councillor, Paul Roberts had been made aware that there was some demand in Tilston for the current 41 bus service to be extended into the evening particularly on Fridays and Saturdays and as such he had approached John Ellis Jones, Transport and Infrastructure Assistant Team Leader at CWAC to discuss this possibility with the bus operator. At this point in time it is not possible to give the bus company an estimate of potential users.

**RESOLVED 23/023-** As this was a Ward Councillor initiative, to refer this matter to the new Ward Councillor, Adrian Waddelove to pursue if he feels appropriate.

**FOOTPATH TO SCHOOL**

**RESOLVED 23/024** – That a date in July be arranged for a celebration of the opening of the new path to Tilston School, initially with the Primary School and then invitations be sent out to all those involved in, and those who helped fundraise for the development of the new path.

**PUBLIC PARTICIPATION**

A resident wanted to know what CW&C planning department was doing with regards to the erection of a fence and planting of high trees at a property on Church Road in a conservation area. The Clerk informed the resident that the matter was still under review and in the hands of the Planning Enforcement Officer.

**The meeting closed at 8.50pm.**

**Signed** ...Bill Joyce Chair TPC..... **Dated** .....6<sup>th</sup> July 2023 ...

**The next PARISH COUNCIL MEETING  
will be on Thursday 6<sup>th</sup> July 2023 7.00pm**

Tilston Parish Council

This page has been left intentionally blank.