



Appleton Parish Council

Appleton Parish Hall, Dudlow Green Road, Appleton, WA4 5EQ

Telephone 01925 268153 Email clerk@appletonpc.org.uk

Minutes of the Parish Council meeting of Appleton Parish Council held on Tuesday 18th October 2022 at 7pm

Present: -

Councillor M Browne, Councillor M Jervis, Councillor B Kidley, Councillor P Lewenz, (present from 7pm until 7.40pm) Councillor P Walker and Councillor J Wheeler (Present from 7.30pm until end of meeting).

Mrs J Monks (Clerk).

Part One – This part of the meeting was open to the press and members of the public

1. Welcome and apologies for absence

Councillor B Kidley welcomed everyone to the Parish Council meeting. Councillor S Brookes, Councillor K Critchley, Councillor C Critchley, Councillor G Chapman, Councillor M Delaney, Councillor J Freeman and Councillor M Marshall sent their apologies for the meeting.

2. Members Code of Conduct

Councillor M Jervis declared that he was a member of the Development Management Committee of Warrington Borough Council. Councillor P Walker declared that he was a substitute member of the Development Management Committee of Warrington Borough Council.

3. Public Participation

There were no members of the public present.

4. Presentation and update from 21st Warrington West (1st Appleton) Scout group

The Parish Council received a brief presentation from 21st Warrington West (1st Appleton) Scout group on their membership, fund raising activities and planned events.

Councillor J Wheeler arrived at the meeting at 7.30pm.

Councillor P Lewenz left the Parish Council meeting at 7.40pm.

5. Minutes of last Parish Council meeting and matters arising

RESOLVED that;

the minutes of the Parish Council's monthly meeting on Tuesday 27th September 2022 were approved.

The clerk confirmed that numerous residents have submitted objections to the proposed new bin for Park Lane/Firs Lane. As such this will be an agenda item for the Parish Council meeting in November.

The clerk reported that the tablet for the speed indicator device had been returned to the company in exchange for a hand terminal but there were missing items so they could not do an exchange. The missing items were handed to the clerk at the Parish Council meeting by the PCSO so the assistant clerk will now return these items to the company who supplied the equipment.

6. Minutes of Finance and General Purposes committee meeting and to consider approving the recommendations and any matters arising

RESOLVED that;

The Minutes of the Finance and General Purposes Committee meeting held on Thursday 6th October 2022, (copies of which had been circulated to each Member) were approved and signed by the Chair.

RESOLVED that;

(a) the amended five-year review of income and expenditure was approved.

(b) the Fire Risk Assessment report which was undertaken on Monday 25th July was approved.

(c) up to £18,000 be budgeted for the cost of funding 50% of a PCSO for the financial year 2023 to 2024.

(d) a donation of £200 to the Royal British Legion was approved for Remembrance Sunday.

(e) a donation of £150.00 towards the cost of a Christmas tree at St Mary Magdalene's Church.

7. Planning

RESOLVED that;

The minutes of the Planning Committee on Tuesday 27th September 2022 and Thursday 6th October 2022. (Copies of which had been circulated to each Member) were approved and signed by the Chair.

The new planning system purchased by Development Control Department of Warrington Borough Council was discussed. Complaints have been raised by individual Parish Councillors and the clerk, regarding any objections or comments not being visible on the new planning system. As such members of the public and Parish Councillors could not see any objections, even though Development Control Department of Warrington Borough Council has received comments and objections. There is also no facility to view who had been consulted on planning applications.

RESOLVED that;

The Parish Council would submit a complaint letter to Development Control Department of Warrington Borough Council as objections need to be made visible and accessible to any members of the public and Parish Councillors.

8. Accounts for 2022/2023 and Payments Schedules

The September 2022 statement of Receipts and Payments for the Financial Year 2022/2023 was noted, and the Members noted the Bank Statement as of 30th September 2022.

RESOLVED that;

Payments were to be made in accordance with the payment schedule for October 2022.

9. Quarterly Banking Reconciliation and banking checks

Councillor M Browne will undertake the verification of the banking reconciliation for all accounts as at 30th September 2022.

10. Dingle and Fords Rough Working Party meeting

RESOLVED that;

The minutes of the Dingle and Fords Rough Working Party meeting on Monday 26th September 2022 (Copies of which had been circulated to each Member) were approved.

11. Events Working Party meeting

The clerk reported that the Events working party meeting on 13th October 2022 did not take place as it was not quorate.

12. Children's tables for Parish Hall

RESOLVED that;

The expenditure of up to £500 plus VAT was approved for the purchase of three children's tables for the Parish Hall.

13. Request for “Police” room at Appleton Parish Hall

RESOLVED that;

The request for a “Police” room at the Parish Hall was refused as there was no space or room available at the Parish Hall. The PCSOs had a key for the Parish Hall and could continue to use the toilet and kitchen facilities.

14. Parish Hall Roof

The clerk confirmed that the roofer had provided a Building Control certificate, asbestos removal certificate and manufactures guarantee for the roof. The final bill was for £17,225 plus VAT for the roof. This included £425.00 inspection charge by Building Control Department of Warrington Borough Council and £800.00 for the Asbestos certified removal.

RESOLVED that;

The amount of £17,225 plus VAT was paid for the Parish Hall roof replacement.

15. HyNet North West Hydrogen Pipeline

RESOLVED that;

The Parish Council would not submit a response to the consultation.

16. Bus timetable change for Appleton

RESOLVED that;

The clerk would submit a request to Warrington Borough Council requesting that they look at improving the access to bus stops along Longwood Road by the installation of a hardstanding for all the bus stops which required this rather than a grass verge, on the grounds of accessibility for residents.

Councillor M Jervis will pursue the complaint regarding the bus timetable with Warrington Buses in his role as a Ward Councillor for Warrington Borough Council.

17. Format of meetings

RESOLVED that;

The format of meetings still to be flexible. The temporary delegation to the clerk and assistant clerk as agreed at the Parish Council meeting on 18th May 2021 should continue.

This item will be on the agenda every month to consider how meetings in the following month are conducted.

18. PCSO / Police report

The clerk had circulated the PCSO report to all the Parish Councillors for their attention. The PCSO reported that the traffic regulation order for Red Lane related to the installation of the bollards for Fox covert cemetery and hopefully they will be installed soon. The PCSO reported that the CCTV camera had now been removed for it to be repaired.

The PCSO reported that the BYP project on a Friday night had been closed for the last few weeks and may resume after October half term as there had been no Police on duty and there had been issues with anti-social behaviour.

19. Parish Councillor reports and feedback from other meetings

Councillor P Walker reported that he and Councillor J Wheeler had met the MP with regards to the planned closure of Stockton Heath swing bridge following the meeting at Warrington Borough Council.

Councillor J Wheeler reported that she had contacted Warrington Borough Council with regards to the missing play equipment which has never been installed on the playground on Dudlow Green Road.

Councillor J Wheeler reported that she had attended a meeting with Pewterspear Green Trust.

Councillor M Jervis reported that he will submitting a further representation to the Local Plan Examination hearing. Councillor P Walker reported that a Planning Consultant for Stockton Heath Parish Council will be submitting a further report about air quality in Stockton Heath to the Local Plan Examination hearing.

20. Dates and time of next meetings

Thursday 3rd November 2022, 9.30am Planning Committee meeting.

Thursday 3rd November 2022, 9.45am Finance and General Purposes Committee meeting.

Tuesday 15th November 2022, 6.30pm Planning Committee meeting.

Tuesday 15th November 2022, 7pm Parish Council meeting.

Part Two – This contains confidential information and only Parish Councillors were present the clerk left the meeting for this agenda item 21 and 22.

21. Staffing Review

The recommendations from the Employment Working Group were discussed however no decision was made as further clarification is needed on the total cost to the Parish Council.

The Parish Council members require the costs to include the Councils liability in relation to their employee's National insurance and Pension Contributions.

22. Appraisals

No decision was made on appraisals until the recommendations on the staffing review were fully costed.