



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 13th December 2022 at 7pm at Appleton Parish Hall

Present: -

Councillor G Chapman until 7.35pm, Councillor M Jervis, Councillor B Kidley, Councillor P Lewenz, Councillor M Marshall from 7.20pm, and Councillor J Wheeler.

Mrs J Monks (Clerk).

1. Welcome and apologies for absence

Councillor B Kidley welcomed everyone to the Parish Council meeting and chaired the meeting in the absence of Councillor S Brookes. Councillor K Critchley, Councillor C Critchley, Councillor S Brookes, Councillor M Browne, Councillor P Walker and Councillor M Delaney sent their apologies for the meeting.

2. Members Code of Conduct

Councillor M Jervis and Councillor J Wheeler declared that they were members of the Development Management Committee of Warrington Borough Council.

3. Public Participation

There were no members of the public present.

4. Presentation from a representative from Broomfield Youth Project

A representative from the Broomfield Youth Project gave a short presentation to the Parish Council and the projects that they were currently involved in running at the Shack and at Bridgewater High school.

5. Grant application for £2,750 per year for part funding for a School and Community Youth Worker for Broomfield Youth Project

The clerk confirmed that the balance in the grant budget for 2022/2023 was £112.00.

RESOLVED that;

The Parish Council would award a grant of £2,750 towards the cost of a School and Community Youth Worker for Broomfields Youth Project. This was a one-off grant and

could not be awarded each year. They could however apply for additional grants in the future. The clerk was requested to take this out of the grant budget and the Parish Council was aware that this would now be over budget.

Councillor M Marshall was present from 7.20pm.

6. Minutes of last Parish Council meeting and matters arising

The Minutes of the Parish Council meeting on Tuesday 15th November 2022 (copies of which had been circulated to each Member) were approved and signed by the Chair.

The clerk has received a thank you from St Mary Magdalene's for the grant towards the car park resurfacing project.

7. Remembrance Sunday

The clerk reported that she had received several complaints regarding the Remembrance Sunday event held at St Cross Church. In addition to this a member of the public and Councillor J Wheeler had expressed concerns at the Parish Council meeting in November.

RESOLVED that;

A letter confirming that the Parish Council did not organise or manage the event along with the details of the complaints and concerns was to be sent to the vicar of St Cross Church with the offer of an informal discussion to discuss what the Church's arrangements were, for the service in 2023.

8. Minutes of Finance and General Purposes committee meeting and matters arising.

RESOLVED that;

The Minutes of the Finance and General Purposes Committee meeting held on Thursday 1st December 2022, (copies of which had been circulated to each Member) were approved and signed by the Chair.

RESOLVED that;

The following recommendations of the Finance and General Purposes Committee on Thursday 1st December 2022 were approved as follows;

Parish Hall fees; The new starter discount be £15 per hour for a maximum of two months from 1st April 2023 and this is offered to weekly bookings only at the discretion of the clerk/assistant clerk/booking secretary.

9. Precept and budget for 2023/2024

RESOLVED that;

The precept for 2023/2024 is £173,799 and this would result in a nil percentage increase and mean that the Band D payable would remain at £35.09.

Parish Council reserves would be utilised to keep the Band D payable for 2023/2024 at the same level as 2022/2023.

10. Planning

The minutes of the Planning Committee on Tuesday 15th November and Thursday 1st December 2022 (Copies of which had been circulated to each Member) were approved and signed by the Chair.

Councillor G Chapman left the meeting at 7.35pm.

11. Accounts for 2022/2023 and Payments Schedules

To note the bank reconciliation at the 30th November 2022, to confirm the November statement of receipts and payments for the financial year 2022/2023 and to approve payment schedule for December 2022.

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

RESOLVED that;

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

12. Parish Councillor resignation

The clerk confirmed that the notice for the vacancy for the Thorn ward Parish Councillor vacancy has been advertised and the deadline for an election to be called was Thursday 8th December.

The Electoral Services Manager at Warrington Borough Council has confirmed that no election has been called. As such the Parish Council can co-opt a Parish Councillor.

The clerk has drafted and circulated an advert for the vacant seat.

RESOLVED that;

The draft advert was approved with a deadline of 5pm on Wednesday 1st February 2023 with a view to co-opting a new Parish Councillor at February's Parish Council meeting.

The clerk confirmed that the co-option procedure was in the Standing Orders of the Parish Council and that she had a standard list of questions to be asked to candidates. The procedure along with the list of questions was to be confirmed as an agenda item at the Parish Council meeting in January 2023, prior to the co-option in February.

13. Additional bin for London Road

RESOLVED that;

an additional bin at the bus stop on London Road near the entrance to Dudlow Green Road was approved with the expenditure of up to £1,000 plus VAT.

14. Parish Council Van Repair

The clerk reported that the van had been taken to the garage for repair twice, following authorisation from the Chair and Clerk for emergency repairs.

RESOLVED that;

The retrospective expenditure of £220 plus VAT was approved for recovery and replacement battery for the Parish Council van.

The clerk also noted that the van had been in the garage for replacement seals however no bill has yet been provided for this repair.

The clerk was asked to research the cost of purchasing an electric van.

15. 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.

16. PCSO / Police report

The clerk confirmed that she had emailed the PCSOs and Beat Manager requesting a monthly PCSO report however no report had been sent. The clerk confirmed that the PCSOs and Beat Manager had been invited to the Parish Council meeting, however they were not present.

17. Parish Councillor reports and feedback from other meetings

Councillor J Wheeler will chase Warrington Borough Council with regards to the condition of the pavement on London Road on the golf club side as it is becoming increasingly narrow and is difficult to walk and the path is uneven due to tree roots. The clerk will also report this to Warrington Borough Council for their attention.

Councillor M Jervis reported that a new pedestrian crossing had been installed on Longwood Road by Warrington Borough Council following safety concerns for pedestrians.

Councillor P Lewenz reported that the Woodland Trust are looking at undertaking work on some trees in the Dingle. However, they had not received any confirmation of permission to go ahead with the work. The clerk confirmed that the Woodland Trust would have to formally apply for permission from Warrington Borough Council to do this.

Councillor M Jervis requested that if Parish Council funding for the public enquiry for the Six56 development could be put as an agenda item for the next Parish Council meeting.

18. Dates and time of next meetings

Thursday 5th January 2023, 9.30am Planning Committee meeting only (no Finance and General Purposes Committee meeting).

Tuesday 17th January 2023, 6.30pm Planning Committee meeting.

Tuesday 17th January 2023, 7pm Parish Council meeting.

The clerk was asked to email all Parish Councillors with the evening availability for the Parish Hall with a view to moving the Planning Committee meeting and Finance and General Purposes Committee meeting to an evening slot.