



Appleton Parish Council

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

Telephone 01925 268153 Email clerk@appletonpc.org.uk

Minutes of the Parish Council meeting of Appleton Parish Council held on Tuesday 14th February 2023 at 7pm at Appleton Parish Hall

Present: -

Councillor M Browne, Councillor K Critchley, Councillor G Chapman, Councillor M Jervis, Councillor P Lewenz, Councillor M Marshall (from 7.15pm onwards) and Councillor J Wheeler.

Mrs J Monks (Clerk) and three members of the public.

1. Welcome and apologies for absence

Councillor K Critchley chaired the meeting in the absence of both the Chair Councillor S Brookes, and Vice-Chair Councillor B Kidley.

Councillor K Critchley welcomed everyone to the Parish Council meeting. Councillor S Brookes, Councillor B Kidley, Councillor C Critchley, 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

A member of the public addressed the Parish Council with regards to ongoing issues with Warrington Borough Council. The member of the public had reported several times, issues with the pavements along Beechways and Pineways to Warrington Borough Council but had not received any action or response. The member of the public reported that the paths were dangerous and were a health and safety issue and required immediate attention. The Ward Councillors will pursue this with Warrington Borough Council.

The member of the public also reported that the corner of Beechways and Pineways should be gritted by Warrington Borough Council as this is an established school route. The member of the public stated that a request for a grit bin had been submitted to

Warrington Borough Council, but no action had been taken. The member of the public was asked to email the clerk with the details so this could be investigated.

The member of the public stated several faults with footpaths in Appleton have been reported to Warrington Borough Council but no action taken. The member of the public was asked to email the details to the clerk and the Ward Councillors will pursue with Warrington Borough Council.

Councillor M Marshall entered the meeting from 7.15pm onwards.

4. Minutes of last Parish Council meeting and matters arising

Councillor M Jervis requested amendments to be made to the minutes of the Parish Council meeting on Tuesday 17th January 2023. As such the minutes were not approved. Councillor M Jervis will email his proposed amendments to the clerk for consideration.

The clerk has arranged a meeting with St Cross Church for Monday 20th February at 7.30pm at St Cross Church. No one was available to attend this meeting. As such the clerk was asked to rearrange this meeting and ask the Church for proposed alternative dates.

The clerk confirmed that she had contacted Open Door at Christmas but had received no response regarding their grant application.

5. Co-option preparation for March Parish Council meeting

Councillor K Critchley asked the two members of the public and Councillor G Chapman to leave the meeting for this agenda item as they had interest in the co-option as one was a candidate and the other two were spouses of candidates.

The clerk confirmed that both the clerk and assistant clerk will be present at the March Parish Council meeting for the co-option. The clerk confirmed that the procedure regarding the co-option was in the Standing Orders and that the Parish Council had confirmed this co-option procedure at the Parish Council meeting in January.

RESOLVED that;

The list of questions for candidates and voting paper was approved.

Councillor G Chapman re-entered the meeting.

6. 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 2nd February 2023, (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 2nd February 2023 were approved as follows;

- (a) the Parish Council approved the Parish Hall income and expenditure and Hall master reports.
- (b) the PAT testing at the Parish Hall was continued to be undertaken by a qualified electrician due to the costs of training and hiring of equipment.
- (c) the Parish Council approved the quarterly budget review of income and expenditure.
- (d) the Parish Council approved the earmarked reserves.
- (e) the Parish Council approved the five-year review of income and expenditure.
- (f) the Parish Council approved the proposed amendments to the grant procedure and application form.
- (g) The recommendation from the Finance and General Purposes Committee on 2nd February 2023 was to refuse the grant application for £1,100 for Stockton Heath Festival 2023.

RESOLVED that;

The clerk was asked to request further financial information from Stockton Heath Festival and upon receipt of this information the organisers will be invited to the next Parish Council meeting.

7. Planning

RESOLVED that;

The minutes of the Planning Committee on Tuesday 17th January 2023 and Thursday 2nd February 2023 (Copies of which had been circulated to each Member) were approved and signed by the Chair.

8. Accounts for 2022/2023 and Payments Schedules

The January 2023 statement of Receipts and Payments for the Financial Year 2022/2023 was noted, and the Members noted the Bank Statement as of 31st January 2023.

RESOLVED that;

Payments were to be made in accordance with the payment schedule for February 2023.

9. Bank Transfer from savings to current account

RESOLVED that;

The amount of £30,000 was transferred from the Nationwide Savings account to the NatWest current account to cover future payments until the precept is received in April.

10. Additional Bank account for the Parish Council

RESOLVED that;

The Parish Council opens an additional bank account with Skipton Building Society following the recommendation of the Finance and General Purposes Committee on Thursday 2nd February.

That an account be opened with the Skipton Building Society and that the persons detailed be authorised to operate the account, noting that those operations will be the account holders and, if the account is a shared account, members of the Society (subject to its rules).

RESOLVED that;

the names of authorised persons to be named on the account as follows;

Mrs Joanne Monks. Mrs Irene Derbyshire, Mrs Ghazala Chapman and Mr Simon Brookes. (Maximum is 4)

RESOLVED that;

to operate the account three signature will be required for any transactions.

RESOLVED that;

The account with the Skipton Building Society was to be opened after 1st April 2023 with a deposit of £100.00.

The Parish Council will then make a further deposit when the account is operational and after the precept is received of £84,900.

11. Dingle and Fords Rough Working Party minutes

RESOLVED that;

The minutes of the Dingle and Fords Rough Working Party minutes on Monday 16th January 2023 were approved.

Councillor P Lewenz reported that permission to undertake work on the trees has now been granted and the volunteers work was ongoing but may cease in the spring. Councillor P Lewenz stated that the ownership of the footpath in the Dingle needs to be established in order to move forward with the necessary repairs.

12. Parish Hall Hire selling alcohol permission

RESOLVED that;

The Parish Council grants permission for St Matthews PTA to sell alcohol for hall hire on Friday 3rd March 2023. They are in the process of obtaining a licence from Warrington Borough Council. St Matthews PTA will have to provide a copy of the alcohol licence they have obtained from Warrington Borough Council before a key can be issued.

RESOLVED that;

For any future events held at the Parish Hall which involves the selling of alcohol this will require permission from the Parish Council. The clerk and assistant clerk have no delegated authority to provide permission for any event.

13. PCSO / Police report

The clerk had circulated the PCSO report to all the Parish Councillors for their attention. There were no PCSOs in attendance.

14. Parish Councillor reports and feedback from other meetings

Councillor J Wheeler reported that she will be attending a meeting regarding the swing bridge in Stockton Heath next week.

Councillor M Browne reported that he had attended a Police and Crime Commissioners meeting.

The clerk reported that she was looking into grants for funding for an electric van and charging points and for funding of solar panels.

The clerk asked if the Parish Council needs to consider submitting a Section 106 request for the Six56 development if planning permission was granted. The clerk was requested to put this as an agenda item for the Parish Council meeting in April 2023.

15. Dates and time of next meetings

Thursday 2nd March 2023, 9.30am Planning Committee meeting.

Thursday 2nd March 2023, 9.45am Finance and General Purposes Committee meeting.

Wednesday 8th March 2023 at 4pm, Dingle and Fords Rough Working party meeting via Teams.

Tuesday 21st March 2023, 6.30pm Planning Committee meeting.

Tuesday 21st March 2023, 7pm Parish Council meeting.