



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 20th June 2023 at 7pm at Appleton Parish Hall

Present: -

Councillor K Critchley, Councillor G Chapman, Councillor L Chapman, Councillor M Delaney, Councillor M Jervis, Councillor P Lewenz, Councillor P Walker and Councillor J Wheeler.

Mrs J Monks (Clerk).

1. Welcome and apologies for absence

The Chair of the Parish Council, Councillor L Chapman welcomed everyone to the Parish Council meeting. Councillor M Marshall, Councillor C Critchley and Councillor M Browne sent their apologies for the meeting.

The clerk informed the Parish Council that Councillor S Brookes last attended a meeting on 17th January, as such from 17th July he will cease to be a Parish Councillor as it will have been six months since he attended a meeting. The clerk confirmed that she had tried to contact Councillor S Brookes by phone but there was no answer and no facility to leave a message as such she had emailed and sent a letter to Councillor S Brookes making him aware of the situation. If Councillor S Brookes attends the Planning Committee meeting or the Finance & General Purposes Committee meeting on Thursday 6th July, he will be able to continue as a Parish Councillor. If he does not attend, then he will cease to be a Parish Councillor from 17th July 2023.

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

3. Public Participation

No members of the public were present.

4. Minutes of last Parish Council meeting and matters arising

RESOLVED that;

The Minutes of the Parish Council's Annual Meeting on Tuesday 16th May 2023 and the Parish Council's monthly meeting on Tuesday 16th May 2023. (Copies of which had been circulated to each Member) were approved and signed by the Chair.

Councillor P Walker asked the clerk if she could email a grant application form to Warrington Foodbank so they can complete and return to apply for a grant. Once this has been completed and returned it then can be considered by the Finance and General Purposes Committee.

5. 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 1st June 2023, (copies of which had been circulated to each Member) were approved and signed by the Chair.

RESOLVED that;

The following recommendations further to the Finance and General Purposes committee on Thursday 1st June 2023 were approved as follows.

(a) Policy reviews for the following were approved;

- Publication Scheme
- Complaint procedure
- Planning Application procedures
- Social Media Policy
- Health and Safety Policy
- Lone Working Policy
- Diversity Policy
- Data Protection Policy, documentation, and data schedule.
- Planning policy procedures
- Cybersecurity policy
- Safeguarding policy
- Virtual meeting policy
- Finance and General Purposes Committee terms of reference.
- Investment Strategy

(b) Updated asset register was approved.

(c) General and Parish Ranger Risk assessment was approved.

6. Planning

RESOLVED that;

The minutes of the Planning Committee on Tuesday 16th May 2023 and Thursday 1st June 2023. (Copies of which had been circulated to each Member) were approved and signed by the Chair.

7. Planning Committee meetings

RESOLVED that;

- (a) The start time of the Planning Committee meetings on Thursday mornings be amended from 9.30am to 9.15am.
- (b) Councillor M Delaney will replace Councillor B Kidley as a member of the Planning Committee. It is the responsibility and for the judgement of each individual Parish Councillor to determine whether they should declare an interest or not at Planning Committee meetings.
- (c) Items for information only were to be continued to put on the agenda.

8. Accounts for 2023/2024 and Payments Schedules

The May 2023 statement of Receipts and Payments for the Financial Year 2023/2024 was noted, and the Members noted the Bank Statement as of 31st May 2023.

RESOLVED that;

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

Councillor K Critchley was concerned about the high balance in the NatWest account as of 31st May 2023. The clerk confirmed that the opening of the additional bank account with the Skipton is in the process of being opened and the balance of £85,000 is being transferred from the NatWest to the new Skipton savings account.

Councillor L Chapman asked if the rates of interest for the savings account could be confirmed at the next Finance and General Purposes Committee meeting.

9. Broomfields Leisure Centre – letter of support for future Levelling up Bid

The clerk received an email dated 25th May 2023 from the Office of Andy Carter MP requesting a letter for support from the Parish Council ahead of any future levelling up bid for Broomfield's Leisure centre.

RESOLVED that;

The Parish Council would submit a letter of support for any future Levelling up Bid. The clerk will draft a letter and circulate for any amendments before sending.

10. Junction of Broomfield's Road and London Road

RESOLVED that;

A letter will be sent from the Parish Council to the Highways Department of Warrington Borough Council with regards to the issues raised regarding the junction of Broomfield's Road and London Road.

11. South Warrington Parishes Local Plan Working Group

RESOLVED that;

The amount of £2669.18 was paid to Lymm Parish Council for Appleton Parish Council's 23.36% split of the bills incurred by the South Warrington Local Plan Working Group for the period January 2023 to May 2023.

The amount paid by Appleton Parish Council in total will be £23,697.05. Appleton Parish Council only pays 23.6% of the recharge costs.

12. Training

RESOLVED that;

- (a) The clerk and assistant clerk could attend a Year End Income and Expenditure webinar via Cheshire Association of Local Councils at the cost of £45 each.
- (b) The clerk and assistant clerk could attend the Society of Local Council Clerks all day conference in Middlewich on Thursday 28th September at the cost of £35 per person.

13. Environmental Working group

Councillor J Wheeler requested an Environmental Working meeting was arranged in order to discuss planting bulbs, planting wildflowers and replacement street trees.

RESOLVED that;

Councillor K Critchley as Chair of the Environmental Working Group will organise a date for a meeting.

14. PCSO / Police report

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

Councillor K Critchley reported that PCSO H Jaras has now left, and she has been replaced by PCSO P Hilton. The Parish Council thanked PCSO H Jaras for all her hard work and dedication to the Parish as she had made a visible and active presence as a PCSO.

Councillor K Critchley reported that the speed indicator device has been deployed on Pewterspear Green Road and Red Lane and several vehicles on both roads exceeded the speed limit.

15. Parish Councillor reports and feedback from other meetings

Councillor K Critchley reported that he had arranged a meeting with the Beat Manager of Cheshire Police for 10am on Thursday 22nd June to look at the possibility of sites for a speed camera. The clerk reported that Warrington Borough Council have funds via a Section 106 agreement for Appleton Cross for speed cameras.

Councillor K Critchley reported that he was meeting with the Beat Manager of Cheshire Police regarding antisocial behaviour in Stretton and on the border with Appleton.

Councillor J Wheeler reported that the overhanging trees on Delphfields to Warren Drive have now been cut back and Warrington Borough Council were in the process of pruning trees on Pewterspear Road.

Councillor G Chapman reported that the grass verge on Green Lane could be considered for wildflower and bulb planting.

16. Dates and time of next meetings

Monday 3rd July 2023, 2pm Dingle and Fords Rough via Teams.

Thursday 6th July 2023, 9.15am Planning Committee meeting.

Thursday 6th July 2023, 9.45am Finance and General Purposes Committee meeting.

Tuesday 18th July 2023, 6.30pm Planning Committee meeting.

Tuesday 18th July 2023, 7pm Parish Council meeting.