



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 July 2023 at 7pm at Appleton Parish Hall

Present: -

Councillor M Browne, Councillor G Chapman, Councillor L Chapman, Councillor M Delaney, Councillor P Lewenz, Councillor M Marshall, Councillor P Walker (present from 7.15pm onwards) and Councillor J Wheeler.

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

1. Welcome and apologies for absence

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

The clerk reported that Councillor Peter Walker was going to be late and had sent his apologies for this as he was attending another meeting.

2. Members Code of Conduct

Councillor J Wheeler declared that she 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

A member of the public addressed the Parish Council regarding Warrington Borough Council's tree maintenance programme as he has got issues with some trees. It was confirmed that the responsibility for tree maintenance on public land was the responsibility of Warrington Borough Council and that if the member of the public had an issue, they would have to submit a formal complaint into Warrington Borough Council. If they were not happy with the response from Warrington Borough Council, they then had the right to complain to the Local Government Ombudsman.

4. Non-attendance of Councillor S Brookes

The clerk confirmed that Councillor S Brookes last attended a meeting on 17th January 2023 as such it had been six consecutive months from the date of last attendance to any meeting of the Parish Council and as such, he ceases to be a member of the Parish Council.

RESOLVED that;

The Parish Council declared a vacancy due to six month's non-attendance for Councillor S Brookes.

RESOLVED that;

Councillor S Brookes should be removed as an authorised person for banking on every account for the Parish Council.

Councillor P Walker arrived at the meeting 7.15pm.

5. Elections

RESOLVED that;

- (a) the estimated indicative costs of around £16,517.26 for the election in the Cobbs & Hillcliffe Ward following the resignation of Councillor Bill Kidley were noted. The clerk reported that this was an estimate only and the costs may be higher.
- (b) The Parish Council does want to pay the optional cost of around £4,500 to £5,000 for the issuing of polling cards following the vacancy of Councillor B Kidley.
- (c) the estimated indicative costs of around £6,900.57 if an election is called in the Thorn Ward following the vacancy by Councillor S Brookes' non-attendance were noted. The clerk reported that this was an estimate only and the costs may be higher.
- (d) The Parish Council does want to pay the optional cost of around £2,300 for the issuing of polling cards if an election is called following the disqualification of Councillor S Brookes.
- (e) The following arrangements were approved for Appleton Parish Hall;
 - that the Parish Hall is a neutral venue and that no posters/leaflets promoting any political party or individual will be allowed to be displayed.
 - All bookings for Thursday 7th September have been cancelled as the Parish Hall will be in use as a polling station.
 - Warrington Borough Council will be responsible for the hire of the Parish Hall for the use as a polling station and will be required to sign a tenancy agreement and pay hall hire at the standard rate of hire (in line with all other existing hall hirers). As the election staff will not clean the hall at the end of the period of hire an additional £50 cleaning charge will be added to the invoice for payment, in line with the standard agreed hire charges.
 - On polling day, there is no access to the front garden area of the Parish Hall, and this will be cordoned off with hazard tape.

6. Minutes of last Parish Council meeting and matters arising

RESOLVED that;

The minutes of the Parish Council's monthly meeting on Tuesday 20th June 2023. (Copies of which had been circulated to each Member) were approved and signed by the Chair.

A representative from St Mary Magdalene's Church has confirmed that work will commence on their car park at the end of July for four to six weeks and they thanked the Parish Council for the financial support for this project.

Councillor J Wheeler reported that she would have liked to be given a choice of meeting dates for the Environmental Working party group meeting. Councillor J Wheeler will take this further with the Chair of the Environmental Working Party, Councillor K Critchley.

7. 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 July 2023, (copies of which had been circulated to each Member) were approved and signed by the Chair.

The clerk confirmed that she had now received the recent bank statement as requested from Lumb Brook Millennium Green and that the grant application will be considered at the next Finance and General Purposes Committee meeting.

RESOLVED that;

The following recommendation further to the Finance and General Purposes committee on Thursday 6th July 2023 were approved;

That the following was removed from the grant procedure and application form;

The maximum funding allocated at each quarterly meeting will be one quarter of the total annual budget for grants.

8. Planning

RESOLVED that;

The minutes of the Planning Committee on Tuesday 20th June 2023 and Thursday 6th July 2023. (Copies of which had been circulated to each Member) were approved and signed by the Chair.

9. Accounts for 2023/2024 and Payments Schedules

The June 2023 statement of Receipts and Payments for the Financial Year 2023/2024 was noted, and the Members noted the Bank Statement as of 30th June 2023.

RESOLVED that;

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

10. Quarterly Banking Reconciliation and banking checks

Councillor M Delaney will undertake the verification of the bank reconciliation for all bank accounts as of 30th June 2023.

11. August Recess

As there is no Parish Council meeting of the Parish Council in August it was

RESOLVED that;

The Chair and the Clerk/Assistant Clerk be authorised to deal with all routine matters during the Recess.

Internet bank payments were made in accordance with the Financial Regulations and detailed on the August payment schedule which will be circulated to all Parish Councillors prior to payment.

12. Minutes of Dingle and Fords Rough Working party meeting on Monday 3rd July and matters arising.

As Councillor P Lewenz had requested an amendment to the minutes they were not approved and will be approved at the next Parish Council meeting.

13. Fire alarm fault

RESOLVED that;

The amount of £84.00 plus VAT was approved for the call out charge and repairs for the fault for the fire alarm system.

14. Membership of Cheshire Community Action

RESOLVED that;

The Parish Council would not join the Parish Council membership of Cheshire Community Action at the cost of £100.00.

The Parish Council would join the Parish Council Community Buildings Membership at the cost of £50.00.

15. Van repair

RESOLVED that;

The amount of £110.00 including VAT was approved for a replacement tyre for the van.

16. Replacement bench in Appleton Thorn

RESOLVED that;

The expenditure of up to £1,000 plus VAT was approved for a replacement bench next to the Bawming tree in Appleton Thorn with a plaque. The plaque to read, Appleton Parish Council 2023.

17. High Speed Rail (Crewe to Manchester) bid – Additional provision two deposit

The clerk has received a letter dated 3rd July 2023 regarding the High-Speed Rail (Crewe to Manchester) bid. As part of this bid the proposal is permanently change and add an additional northbound lane to junction 20A of the M6. The aim of this is to improve road safety for vehicles when joining and leaving the motorway. This will affect additional land-take in the Parish. This would mean the loss of green belt land due to this proposed development.

RESOLVED that;

The letter was noted only, no action was required.

18. PCSO / Police report

The clerk had circulated the PCSO report to all the Parish Councillors for their attention. The PCSO reported that the unauthorised encampment was moved on quickly from the playing fields at Appleton Thorn and then from Lumb Brook Millennium Green. Speed enforcement was ongoing. Councillor P Lewenz stated that some residents had complained regarding speeding on Dudlow Green Road, and this will be looked at. The PCSO confirmed that if there were any issues that any Parish Councillor could contact him directly and he would investigate any matter.

Councillor P Walker reported that he had attended the Police and Crime Commissioner's meeting and they would be looking at average speed camera for roads.

19. Parish Councillor reports and feedback from other meetings

Councillor J Wheeler reported that she had been in contact with Warrington Borough Council and the Woodland Trust regarding a blocked footpath. Warrington Borough Council have confirmed that this will be adopted as a public right of way to protect the footpath.

Councillor J Wheeler reported that Ward Councillors have been issued with a footpath and highways maintenance programme from Warrington Borough Council. However, copies have not been provided to the Parish Council and the Parish Council has not been consulted by Warrington Borough Council.

Councillor P Walker reported that he had been informed at the Police and Crime Commissioners meeting that you could be fined up to £5,000 if you employ a person to dispose of waste and they don't dispose of it in the correct manner.

Councillor P Lewenz reported that the closure of footpath number 20 in Appleton Thorn has been extended for a further six months until January 2024.

Councillor P Lewenz reported that the unauthorised encampment on Lumb Brook Millennium Green had caused damage and left waste on the green which will need to be disposed of.

Councillor G Chapman reported that the grass at the corner of Green Lane had now been planted on. Councillor G Chapman will report to Planning Enforcement Department of Warrington Borough Council.

Councillor G Chapman asked when the Parish Council would look at planting. This will be discussed at the next Environmental Working Party meeting.

20. Dates and time of next meetings

The clerk confirmed that she had contacted the Director of Law & Governance at Warrington Borough Council and the Society of Local Council Clerks who had both recommended cancelling all non-statutory meetings during the purdah/pre-election period.

RESOLVED that;

Only the Planning Committee meetings will be held on the following dates during the purdah/pre-election period.

Thursday 3rd August 2023, 9.15 am, Planning Committee meeting.

Thursday 24th August 2023, 9.15 am, Planning Committee meeting.

Thursday 31st August 2023, 9.15 am, Planning Committee meeting.

The following meetings will have to be cancelled as they are in the purdah/pre-election period and will be re-arranged for after the election.

Thursday 24th August, 10am Appleton Parish Hall, informal meeting with representatives from Warrington Borough Council regarding Air Quality monitors.

Wednesday 30th August 2023, The Dingle and Fords Rough Working party meeting
2pm via teams.

Thursday 31st August 2023, 9.45am Finance and General Purposes Committee
meeting.

Wednesday 6th September 2023, 2pm Environmental Working Party meeting.

The following meetings dates are confirmed as these are after the election;

Tuesday 19th September 2023, 6.30pm, Planning Committee meeting.

Tuesday 19th September 2023. 7pm Parish Council meeting.