



Appleton Parish Council

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Minutes of the Parish Council Meeting of Appleton Parish Council held on Tuesday 17th February 2026 at 7pm in Appleton Parish Hall

Present: - Councillors L Booth (Chair), R Bett (Vice Chair), G Chapman, L Chapman, E Manson-Sawko, J Wheeler, P Lewenz and K Critchley.

Attendees: - Clerk – Karen Newton/PCSO

1. Welcome and apologies for absence

The Chair welcomed members to the meeting.

An apology for absence was received from

Cllr H Speed will be late to the meeting (arrived 7:10PM)

Cllr P Walker Due to Health

which were accepted.

2. Members Code of Conduct

Members were reminded of their responsibility to declare any disclosable pecuniary or non-pecuniary interests in items of business on the agenda, and that declarations are a personal matter for each Member to determine based on the circumstances. Members were also advised that any requests for dispensations relating to pecuniary interests would be considered by the Parish Council and, if granted, formally recorded.

The following declarations were made:

Cllr J Wheeler – Planning/ Grant Application for Stockton Heath Festival Trust

The meeting was recorded by **Cllr. Ghazala Chapman, Cllr Kenneth Critchley, and Karen Newton Clerk/RFO.**

3. Public Participation

No members of the public were present.

The Police Community Support Officer (PCSO) was present and was invited by the Chair to give their report.

The PCSO provided an update on recent incidents within the parish, including matters relating to anti-social behaviour and general crime trends. Members were informed of ongoing patrol activity and engagement within the community.

Councillors were given the opportunity to raise questions and matters of concern. The PCSO responded accordingly and offered advice where appropriate.

The Chair thanked the PCSO for their attendance and report.

Action: The Clerk to write to Highways to request consideration of extending the double yellow lines from Dudlow Green Road towards London Road.

Members expressed concerns regarding vehicles parking close to the junction, which is causing obstruction and restricting visibility for drivers exiting Dudlow Green Road onto London Road, thereby creating a potential safety hazard.

Action: It was requested by Cllr P. Lewenz that the Chair, Cllr Laura Booth, write to the Police and Crime Commissioner to express the Council's concerns regarding the proposed reduction in PCSO provision.

Members noted that Appleton has budgeted for the continued provision of a PCSO for the 2026/27 financial year and wish to seek clarification on the position moving forward.

4. Minutes

Upon consideration, it was agreed that approval of all the above minutes be deferred until the next meeting of the Full Council to allow Members additional time to review them.

The minutes concerned are:

- **Full Council Meeting** – Tuesday 20th January 2026 - Deferred
- **Extraordinary Council Meeting** – Thursday 5th February 2026 - Deferred
- **Finance and General Purposes Committee** – Thursday 5th February 2026 -Deferred
- **Planning Committee** – Thursday 5th February 2026 – it was **proposed** by **Councillor L Chapman**, **seconded** by **Councillor G. Chapman** and confirmed as correct.

Additional Matters Noted:

- Councillor **K. Critchley** requested that Members check that the voting on the precept reflects the amendments he submitted.
- Councillor **Ken Critchley** also commented regarding the way the votes are recorded; the Clerk agreed to bring the voting sheets to the next meeting.
- To assist with timely approval of previous minutes at Council meetings, the Chair requested drafts of previous minutes be sent to all councillors and the draft minutes updated for any councillor proposed changes and included in the Agenda

attachments for the related upcoming formal Council meeting. It was **noted** that the **Standing Orders** need to be amended to reflect this process.

5. **Finance & Governance**

5.1 The Payment Schedule for January 2026 was considered and approved, **proposed by Cllr L Chapman and seconded by Cllr G. Chapman.**

5.2 The Receipt Schedule for January 2026 was not approved and deferred for further review.

5.3 The Bank Reconciliations for January 2026 was considered and approved, **proposed by Cllr L Chapman and seconded by Cllr G. Chapman.**

5.4 The Payment Schedule for February 2026 was considered and authorised for payment. **proposed by Cllr P Lewenz and seconded by Cllr G. Chapman.**

6. **Banking Arrangements**

6.1 It was **resolved** to authorise signatories on the Parish Council's bank and building society accounts.

6.2 It was **resolved** to approve the addition of Miss Karen Newton and Mrs Irene Derbyshire as authorised persons on the Parish Council's bank and building society accounts, namely:

- Nationwide Building Society
- Mansfield Building Society
- Hanley Building Society
- Skipton Building Society
- Buckinghamshire Building Society
- NatWest Current Account

6.3 It was **resolved** to confirm the removal of Mrs Joanne Monks and Mrs Katy Pepper as authorised persons from all the above accounts.

6.4 It was **resolved** to approve the payment of any associated costs or charges incurred in adding Miss Karen Newton and Mrs Irene Derbyshire as authorised persons on the Parish Council's bank and building society accounts, including identity verification requirements such as Post-Office certification.

The motion for all items under Agenda Item 6 was **proposed by Cllr P Lewenz and seconded by G Chapman.**

7. **Bank Transfers to Cover Future Payments**

7.1 It was **resolved** to approve the transfer of up to £40,000 from one of the Parish Council's building society accounts into the NatWest current account to cover future payments until receipt of the precept in the new financial year.

Proposed by Cllr L. Chapman and seconded by Cllr G. Chapman.

7.2 It was **resolved** to approve any reasonable charges associated with the transfer.

Proposed by Cllr G Chapman and seconded by Cllr H Speed.

7.3 It was resolved to delegate the decision on which building society account the funds are transferred from to the Clerks for this occasion only, in view of recent staff changes and current access arrangements.

Proposed by Cllr L. Chapman and seconded by Cllr G. Chapman.

8. **Quarterly Banking Reconciliation and Checks**

8.1 It was **noted** that Cllr Laurence Chapman is already appointed to undertake the independent verification of the bank reconciliations and bank statements for all accounts.

8.2 It was **noted** whether reconciliations have been completed for the following quarters:

- 30 September 2025 – **Yes**
- 31 December 2025 – **No**

9. **Grant Applications**

9.1 An application was received from Stockton Heath Festival Trust for consideration.

9.2 It was resolved to approve the grant award of £1150.00 to Stockton Heath Festival Trust.

Proposed by Cllr G. Chapman and seconded by Cllr R. Bett.

11. **Reports from Parish Council Representatives**

To consider reports from parish council representatives on committees, working groups, and outside bodies.

Cllr J Wheeler requested a change to the Item title to councillor reports this will be actioned by the clerk.

Cllr J Wheeler explained that it is not feasible to stop or reverse the one-way arrangement on Quarry Lane due to access constraints and the need to maintain safe passage for refuse vehicles. She noted that any changes must ensure essential services can continue to operate without obstruction or safety risks to residents.

Cllr H Speed

Speeding Traffic on Lumb brook Road

Three solar powered speed indicators are to be erected in Appleton Thorn – two in Grappenhall Lane and one in Lumb Brook Road. A meeting is being arranged with the Officer leading on this to share with them the sites that we believe will be most appreciated by residents.

No news on the cutting back of the bushes and foliage – it may have been done so if anyone goes that way can they have a look please.

Broomfield's Leisure Centre

The planned meeting with Sarah Hall was cancelled on the day and no new date has been offered yet. It was noted at yesterday's scrutiny committee regarding the budget that: "There are some assumptions around Broomfield's as an at-risk site." We do know that everything is being considered in terms of savings and information

from the discussions between Sarah and Government representatives appears to have slowed since just before Christmas.

Appleton Cross – Community Centre

I received ten emails and one telephone calls in one morning regarding access to the new site by contractors even though at the time no works were being progressed. I contacted Homes England and Step Places and asked for a site visit for myself and Sarah Hall. Step Places said discussions were ongoing with planners and Homes England responded in a similar vein. I have asked for a meeting with the planners and for discussions on the relocation of the planned waste recycling centre from next to the secondary school to the industrial estate, which I will give further information on later.

These concerns and our communications with WBC, Homes England and Step Places have resulted in more detailed discussions about the temporary access via the spur off the roundabout on Blackcap Road and that this has now delayed the planning application being put forward.

Since then, workmen have been on Phase One of the Orchard Meadows site, and this has caused a great deal of concern to some residents near to the play area where the vans have been parked. I contacted David Wilson Homes, and they informed me that the works being carried out are to put in place tactile pavements across the site and that the place that the vans parked is the only suitable place on the site. The works had apparently been started earlier than planned.

I have been copied into another email today from Sarah Hall's office who have also been contacted by residents to Homes England asking again for a site visit.

Dudlow's Green Medical Centre and Pharmacy

I have had a programme of actions to be taken by the GP surgery to consult with patients as Appleton Cross is developed from the ICB. In a meeting with the ICB this week I asked to be kept informed of the timescale for this programme of works. I think we need to agree a programme of awareness raising with the residents, but that there isn't a rush to do this at present. I suggest that we ask the Clerk to advise us which Committee should take forward discussions on a programme of awareness raising if the Parish Council agrees to do this.

SEWUE Development Framework

Following the most recent consultation I highlighted concerns about the proposed waste recycling centre next to the Secondary School. We believe that it is replicating the poor siting of the waste recycling centre at Stockton Heath and should be sited on an industrial estate if possible. The proposal was that the land identified by Homes England should be donated to WBC for social and affordable houses and the profits from some of the affordable houses should be used to purchase land on the current nearby industrial estate.

I contacted Homes England about this, and they had discussions with WBC and responded to say that they had been advised by WBC to continue with their plans and suggested that we meet with the planners. I have spoken to Cllr Mundry, who supported the proposal and we agreed that a further approach to the planners would be made, with a request that the meet takes place in Cllr Mundry's office at the town hall. I await a response.

The other concerns I highlighted in my report remain and there hasn't been another meeting proposed by Homes England since the consultation. We believe that it sufficient time has passed now for Homes England to have considered the responses and some of their analysis has been published on their web site, so I am going to propose our next meeting of the South Warrington Parishes SEWUE Working Group is held in March.

HMP Thorn Cross

I have still not had a reply from the Highways Department regarding parking by school parents. Thorn Cross Prison couldn't contact the school to have a meeting due to other priorities, which we are aware of.

We had a meeting at the Prison which Cllr Booth and Browne attended with the Governor and Risk Manager, and they were helpful and informative. They only have category four prisoners and very few choose not to return after leave. If they do it is usually for family reasons as appears to have been the case with this prisoner, who has now returned to a closed prison and has an extended sentence.

Thorn Inn and Nursery Parking

I have had several contacts regarding the parking of cars by parents attending the nursery and the damage to the grass verges on Green Lane. I have visited the Thorn Inn and later had a telephone conversation with one of the co-owners. He explained that the agreement for using the back car park had become difficult due to parking in the main car park and some people parking all day (not parents but probably parking for work or the airport) and they were losing trade that they could ill afford to. He agreed that the nursery could use the back car park again for staff if they put the bollards back after they had entered or exited the car park. I've spoken to the nursery manager, and she was going to speak to the co-owner to firm up the arrangements.

Bins in Green Lane and the Bloor Estate play area at the corner of Arley Road and Grappenhall Lane

I've had a complaint that the bins on the Bloor Estate now have stickers on saying no dog waste and that the bins on Green Lane were full. I explained about the contract that the house owners have with the management committee which doesn't include contaminated waste and that we had made the bin a double bin in Green Lane to compensate as the Borough Council won't empty new bins but will empty double bins instead of single bins.

- Traffic flows post development including pinch points at Lumb Brook Bridge, New Lane and Broad Lane
- The lack of any extra crossings over the canals
- Ensuring compensatory improvements to footpaths/cycleways for any losses
- The width of the new link road from the top of Witherwin Avenue to Appleton Cross (30 meters including two bus lanes, two-foot paths and two cycle lanes.
- Vehicular traffic crossing the existing footpath that links the cricket club to the wall garden

12. PCSO / Police report/Update

At the time of agenda publication, the report had not been received. However, the PCSO attended the meeting and provided his report immediately following public participation

PCSO Report:

Appleton Parish Council Report

17th January – 13th February

Burglary Other

Date	Location	Summary	Action
24/01	Appleton Thorn Trading Estate	Theft of copper cable	On Going CCTV enquires
26/01	Barley castle Trading Estate	Theft of Tools	On Going CCTV enquires and for passing attention
03/02	Ivy house Gardens	Shed Break	No Lines of enquiry

Parking Issues

Date	Location	Summary	Action
27/01	Dudlow Green Road	Report of on-going issues at the Junction of London Road	For passing attention and monitoring. Main vehicle causing issues appears to have left the area.

Attempt Burglary

Date	Location	Summary	Action
02/02	Hatchery Close	Attempt to break in via Garage	Investigations on going, door to door completed

			with crime prevention advice
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Shoplifting

Date	Location	Summary	Action
30/01	Co Op	Male takes various items and makes in waiting vehicle	For on-going enquires regarding vehicle involved

Theft From Motor Vehicle

02/02	Bridge Lane	Items taken from Vehicle	No Lines of Enquiry
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There has been a Total of 157 Incidents/notifications reported to the police during these dates for Appleton which includes prison releases from Appleton Thorn and Incidents on the Motorway.

STREET OF THE WEEK

Hatchery Close

SPEED ENFORCEMENT

21/01 Witherwin Avenue, 0 Activations

05/02 Grappenhall Lane, 3 Activations

11/02 Grappenhall Lane, 6 Activations

Planned Police Surgeries at Broomfield's Leisure Centre

Tuesday 17th February 5 -6

Thursday 26th February 5-6

Thursday 5th March 12-1

Wednesday 11th March 5-6

Mini Police

PCSO Blanchard attended Broomfield's Primary School and worked alongside the Mini Police carrying out 20mph speed awareness on Bridge Lane outside the School.

13. Bridge Lane Playing Fields

At the parish meeting, members discussed ongoing concerns about dog fouling at Bridge Lane Playing Fields and the impact on residents. It was clarified that as the land is owned by Warrington Borough Council and leased to the rugby club, any official enforcement signage would need to come from the landowner, and that **ClIr J**

Wheeler will contact them to ask whether Appleton Parish Council can install supportive awareness signage in liaison with them. Item deferred until March meeting.

14. Warrington Borough Council – Electoral Review

Members received and noted the information regarding Warrington Borough Council's Electoral Review, including the proposed warding arrangements and consultation timescales. No further discussion took place, and no comments or representations were proposed at this stage.

15. Memorial Trees for Roundabout

Cllr R. Betts discussed the three trees that will replace the existing three trees on the roundabout. It was noted that the new trees would be **replanted**, and that **Warrington Borough Council** would continue with the **maintenance of the trees once planted**.

The quotations for the trees were considered, and the Council **resolved** that the quote from **Specimen Trees** was **better value for money**, offering more for the price quoted of **£1,644.00**.

It was further noted that the **three trees removed from the roundabout will be replanted on land owned by the Land Trust**.

16. Purchase of New Tables and Chairs

The Council considered the purchase of new tables and chairs for parish use. It was noted that the current tables and chairs are in poor condition, insufficient in number, and some are no longer fit for purpose.

The Council **agreed to defer the decision** on the purchase until a **Working Group** has been established to review **all Parish Hall improvements**. The establishment of this Working Group will be included as an **agenda item at the next Full Council meeting**.

17. Part 2 – Confidential Items 17 to 19

In accordance with the **Public Bodies (Admission to Meetings) Act 1960**, the press and public were **excluded from the meeting** for Items 17 to 19 due to the **confidential nature of staffing and financial information**.

18. Staffing Matters

The Council **considered the document received from CHALC**, and it was **noted**.

The Council **agreed the date of 12th March 2026** for interviews. It was further agreed that **all matters regarding the interviews** would be **directed to the Employment Committee** for consideration and agreement.

19. Payroll Costs Nov to Feb 2026

The Council considered the payroll costs for the period November 2025 to February 2026.

Cllr L. Chapman requested a **detailed breakdown of the costs**. The Clerk confirmed

that this breakdown would be **presented to the Employment Committee** for consideration.

Decision: The payroll costs for these periods were **not approved at this meeting.**

20. Dates and time of next meetings

To Note: Upcoming Meeting Schedule

- **Thursday, 5th March 2026**
 - 9:15 am – Planning Committee
 - 9:45 am – Finance and General Purposes Committee
- **Tuesday, 17th March 2026**
 - 6:30 pm – Planning Committee
 - 7:00 pm – Parish Council
- **Thursday, 19th March 2026**
 - 10:00 am – Employment Committee

- **Thursday 2 April**
 - 9.15am – Planning Committee
 - 9.45am – Finance and General Purposes Committee
- **Tuesday 21 April**
 - 6.30pm – Planning Committee
 - 7.00pm – Parish Council

- **Thursday 14 May**
 - 9.15am – Planning Committee
 - 9.45am – Finance and General Purposes Committee
- **Friday 15 May**
 - 12.30pm – Employment Committee
- **Tuesday 19 May**
 - 6.30pm – Planning Committee

21. Agenda items were addressed as scheduled.

The meeting was officially closed at: 8:50 pm

Signed.....*Laura Booth*
Chair

Dated.....*21.4.26*.....