

MINUTES OF A MEETING OF THE GRAPPENHALL AND THELWALL PARISH COUNCIL AT THE COUNCIL OFFICES, BELLHOUSE LANE ON THURSDAY 16th MARCH 2017

Present: Councillors R Bate (Chair), M Biggin, L Fernyhough, R Fisher, I Fountain, Ms W Johnson, H Kazi, J McQuillan, P Warner, Mrs E Welborn, G Welborn and P Wenlock.

In Attendance: Susan Brooks, Clerk to the Council and Janet Richards, Responsible Financial Officer.

240. Apologies for Absence

It was **resolved that** apologies and reasons for absence from Councillors D Hockenhull and C Taylor would be accepted.

241. Dispensation Requests

No dispensation requests were received.

242. Disclosures of Pecuniary Interests

Councillors M Biggin and P Wenlock declared an interest in item 250, GYCA Car Park, and took no part in the discussion.

243. Minutes

Action

Resolved that the minutes of the Parks and Open Spaces Committee held on 6th February 2017, the Parish Council meeting on 16th February 2017 and the Planning Committee on 2nd March 2017 be approved as a correct record.

244. Update on Local Policing Issues by PCSO Jordan Calder

PCSO Jordan Calder presented an overview of local policing issues as follows:

Incidents:	Burglary	Shoplifting	ASB	Criminal Damage	Traffic Accidents	Theft
Previous 28 days	2	2	18	2	6	2

ASB's were a priority as incidents had increased. It was requested that PCSO's visit Chaigley School to discuss the recent problems.

PCSO's had appealed to residents in Jubilee Park to report any incidents straight away so that appropriate action could be taken quickly. A leaflet drop to houses bordering the park would be carried out as soon as possible to keep residents informed.

School parking problems continued to be a priority as a child had narrowly missed being knocked over by a vehicle recently.

245. Correspondence Warrington Borough Council

The following correspondence had been received from Warrington Borough Council and copies were available from the Clerk:

- A Traffic Regulations Notice relating to the closure of Cliff Lane and Weaste Lane on Wednesday 29th March for 3 days to allow BT to access underground apparatus.
- A Traffic Regulations Notice relating to closure of part of the footway on Chester Road from 13th March for 6 weeks to allow Scottish Power to carry out cable diversion works.
- A Traffic Regulations Notice relating to closure of Ferry Lane and Richmond Avenue plus other roads outside the parishes from 13th March for 7 weeks to allow resurfacing works to be carried out.
- Notification that two local public telephone boxes, on Chester Road and Stockport Road, would be removed following a consultation carried out by BT.

246. Correspondence Miscellaneous

The following correspondence had been received from a variety of sources and copies were available from the Clerk:

- a) Police & Crime Commissioner and Chief Constable's Roundup, March 2017.
- b) SLCC – Agenda for March 2017 Meeting.

247. Information for Noting

- a) A date of Wednesday 12th April was agreed for the next meeting of the South Warrington Parishes to discuss funding proposals for PCSO's.
- b) The Parish Council office, committee room, hall, stairs and WC had been redecorated.
- c) The bench at Euclid Park had been relocated away from the boundary of the park.
- d) Parish Council business cards had been ordered.
- e) The RFO would be attending an Audit course on 13th March (refresher training).
- f) The RFO had applied for a WREN grant of £48,131.00 to fund the refurbishment of Diamond Park in Thelwall. A decision would be made by WREN on 17th May 2017.
- g) The RFO and Councillors C Taylor, D Hockenhull and I Fountain, had met with Nick Stockton from Arnold Stansby Stockbrokers on 2nd March to discuss the Grappenhall Heys Investment Fund. Nick had provided proposals on how to maximise the income from this fund which could yield up to an additional £15,000.00 per annum. The Estate Committee would meet as soon as possible to discuss the options. **SB/JR**
- h) The RFO had attended a free funding event at the Gateway on 14th February.

248. Updated Standing Orders

The existing Standing Orders (2004) were out of date and needed updating (also an Audit action/recommendation). It was **resolved that** the NALC Model Standing Orders would be amended to suit the specific requirements of Grappenhall Parish Council and would be presented to Councillors as soon as possible (April or May Council meeting). **SB**

249. Telephone Allowance for Staff

Following a discussion it had been requested that the Clerk remove her home telephone number from the business card, letterheads and compliments slips. It was, therefore, **resolved that** the home telephone number line rental allowance would no longer be paid to the Clerk.

The Clerk and Parish Warden had been using their personal mobile phone for work purposes and Councillors resolved that the Clerk should seek costings for 2 suitable mobile phones for discussion at the next Council meeting. Councillors felt that it was not acceptable for staff to have to give out personal contact numbers. **SB**

250. GYCA Car Park

The Parish Council Office/GYCA car park was in poor condition with many deep potholes and three quotes had been received for resurfacing works. The car park was considered to be a valuable community facility in addition to being accessed by staff and visitors. It was **resolved that** the quote of £22,473.00 + VAT from Dowhigh Ltd would be accepted and that the Parish Council would contribute 50% of the cost towards the work (up to a maximum of £12,500.00). In addition to the agreed specification some extra drainage may be required and the container would have to be moved which incur further costs.

The Clerk would contact Dowhigh Ltd to request that the work should be carried out as soon as possible. **SB**

It was also **resolved that** GYCA could project manage the work and pay the contractor as long as there were no associated VAT implications. The Parish Council would thereafter contribute a grant of 50 % of the total cost (up to £12,500.00 net).

251. Neighbourhood Plan

Warrington Borough Council had confirmed that the Parish Council's application to designate the Grappenhall & Thelwall Neighbourhood Area had been approved by the Council under delegated powers. The consultation closed on 15th February and the WBC website had been updated to confirm that the area had now been designated, as follows:

https://www.warrington.gov.uk/info/200564/planning_policy/1906/neighbourhood_planning

The next stage would be for the RFO to apply for the necessary grants to fund this work and Councillors were asked to think about who might be interested in being on the Steering Group in addition to Councillors. Local residents/members of the public would also be required to be members of the Steering Group.

252. Office Carpets

The carpet in the office would be replaced on 22nd March whilst the office was still cleared following the recent redecoration which was now complete. A heavy duty carpet and underlay had been ordered at a cost £785.00 inc. VAT. The price included uplift and removal of the old carpet and underlay. It was **resolved that** the carpets and underlay in the hall, stairs and committee room would also be replaced with carpet to match the office as soon as possible at a cost of £1180.00 inc. VAT (to include new coir matting by the door and uplift and removal of old floor coverings). **SB**

253. Training Courses

The Clerk requested permission to attend a 4 day course (1 day a month April – July 2017) at a cost of £250.00 + VAT, run by the Society of Local Council Clerks (SLCC) in Deeside, to assist with the Certificate in Local Council Administration (CiLCA) qualification. The course would provide valuable information, guidance and support. It was **resolved that** the Clerk could book the course and that travel expenses could be claimed. **SB**

A representative of the SLCC had recommended that, to avoid booking delays, an annual training budget should be set to enable staff to attend suitable courses when required. It was **resolved that** this would be considered when setting the next budget and in the meantime the Chairman could grant permission at his/her discretion in advance of approval at Council meetings. **JR**

254. Accounts for Payment

It was **resolved that** accounts for payment totalling £25,234.85 be approved.

255. Expenditure to date

The RFO presented expenditure to date, against the budget. No issues were reported.

256. Consideration of Planning Applications

The recent planning applications were considered (see attached report).

The Outline Planning Permission (Major) for the residential development of 400 homes on the land south of Astor Drive, Grappenhall Heys, planning application ref. 2017/29929, was considered and following a discussion it was **resolved that** the following comments would be sent to Development Control at Warrington Borough Council:

OBJECT for the following reasons:

- 1) On the grounds of inadequate provision of highways to mitigate the increased traffic that would be generated as a result of the developments proposed at Grappenhall Heys, Appleton and Pewterspear Green. The Howshoots Link and Wrights Green Distributor should be a condition of the outline planning

permission and Councillors request that Warrington Borough Council seek funding from the HCA via section 278 of the Highways Act 1980.

- 2) The Parish Council were very disappointed that there were no proposals for additional community facilities/village centre (such as shops, health centre, school facilities) included in development proposals at this stage.
- 3) Councillors requested that a direct road link from Witherwin Avenue to the Stansfield Drive car park should be provided to reduce the traffic having to drive past the school to access the car park. Busy events at Grappenhall Heys Walled Garden could result in a very large number of cars parked along Witherwin Avenue. A direct route to the car park would encourage visitors to make better use of the car park (which we understand would be extended as part of the development plan).
- 4) In addition to the above, given the increased volume of traffic on Witherwin Avenue, it was requested that a lay by was provided outside Grappenhall Heys Walled Garden to provide additional parking spaces to the car park on Stansfield Drive and to ensure that Witherwin Avenue was not obstructed by parked cars.

A public meeting would be held on 28th March 2017 at Bridgewater High School to allow residents to air their views.