

MINUTES OF A MEETING OF THE GRAPPENHALL AND THELWALL PARISH COUNCIL AT THE COUNCIL OFFICES, BELLHOUSE LANE ON THURSDAY 17th OCTOBER 2019

Present: Councillors P Wenlock (Chair), Ms S Chisholm, D Hockenhull, Mrs L Fernyhough, J McQuillan, R Fisher, H Kazi, P Warner, Mrs E Welborn, G Welborn and C Worsley

In Attendance: Colette Fellows, Assistant Clerk to the Council

Action

77. Apologies for Absence

It was **resolved that** apologies and reasons for absence from Councillors R Bate, A Bennett, M Biggin, Ms W Johnson, and C Taylor be accepted.

78. Disclosure of Pecuniary & Personal Interests

Councillor R Fisher declared an interest in minute ref. 89 a)

79. Minutes

Resolved that the minutes of the Parish Council meeting on 19th September be approved as a true record and to note that the Planning meeting on 3rd October had not taken place due to lack of Planning Applications.

80. Dispensation Requests

No dispensation requests were received.

81. Local Policing Issues

PCSO Sharon Perrie attended the meeting to report on local policing issues, as follows:

• ASB Incidents	3
• Suspicious Activity	2
• Burglary	5
• Criminal Damage	0
• Road Traffic Collision	0
• Shoplifting	2
• Theft	1

82. Correspondence Warrington Borough Council/Miscellaneous

a) Letter from Rev'd Douglas Black from All Saints Church, inviting members to the Patronal Festival on Sunday 3rd November at 10am.

83. Information for Noting

- a) A Parks and Open Spaces Committee meeting would take place on 28th October and the Grappenhall Heys Estates Committee would take place on the 21st October.
- b) The Clerk had purchased an additional personal computer for the Administration Assistant.
- c) The Assistant Clerk had sourced alternative suppliers/quotes for Christmas lights – and all prices were on par with the WBC quote. WBC had been instructed to go ahead as per details presented at the September Parish Council.
- d) Various Parish Council staff attended “Social Media” training on the 26th September at the Walled Garden.
- e) Various Parish Council staff attended “Fire Warden” training on the 10th October.
- f) The Assistant Clerk had started her Cilca qualification and would be due to complete before October 2020.
- g) The last litter pick event of the year had taken place on 5th October with 8 residents attending.
- h) The Assistant Clerk would be attending a “Cheshire Pension Fund Employer Meeting” on the 31st October.

84. **Neighbourhood Development Plan (NDP)**
Councillor Ms S Chisholm reported that there was no update on this project and further meetings had been put on hold until after the Local Plan had progressed. Councillor Worsley had offered his support.
85. **Local Plan & Associated Issues**
Both Councillors Bate and Taylor had sent apologies for the meeting and consequently there was no update to share with members.
86. **Cheshire Pension Fund**
Cheshire Pension Fund had requested that G&T Parish Council put together an Employee Pension Discretions Policy. The draft had been compiled by the Assistant Clerk based on a template provided by Cheshire Pension Fund and copies had been given out at the meeting. It was **resolved that** the draft policy would be emailed to all members for further inspection/clarification and returned to the Assistant Clerk by 14th November with comments. This would be discussed further at the November Parish Council meeting. **CF**
87. **Horticultural Apprentice**
The new Horticultural Apprentice (Bradley Lowe) had settled into the job extremely well, and his work colleagues at the garden had been very happy with his performance and work ethic. At the September meeting, brief discussion took place on assisting Bradley with travelling expenses. Bradley travels to work each way on two buses and had purchased an annual bus pass at a cost of £432. It was **resolved that** the Parish Council would reimburse Bradley with the full £432 in November. **CF**
88. **External Audit**
The Clerk was pleased to report that the External Audit carried out by PKF Littlejohn LLP had been concluded and reported that ‘On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met’. For noting.
89. **Requests for Financial Assistance**
- a) All Saints Church had requested a sum of £25,000 towards the resurfacing of the car park. It was discussed at the July Parish Council meeting and it was resolved that a quotation would be obtained from Dowhigh (the contractors who had done similar work to the car park at GYCA) and that Thelwall Parish Councillors would communicate this to Rev’d Douglas Black. The Assistant Clerk arranged for a quotation, and the figure came in at £19,644.20+VAT. Previous quotes obtain by the church from other contractors had been in the region of £60,000+VAT.
- It was **resolved that** Councillor Mrs L Fernyhough and other Parish Councillor would arrange a meeting with Rev’d Douglas Black – as their quote had included bike sheds and pedestrian walkways etc. Councillor Mrs L Fernyhough would arrange a mutually convenient date for the meeting. **LF**
- b) Kate Jackson and Collaborators’ – had requested funding for £1200 to cover the costs of running a Dance Theatre Project for over 60’s at Thelwall Parish Hall. It was **resolved that** no assistance would be given.
90. **Accounts for Payment**
It was **resolved** that accounts for payment totalling £21,655.07 be approved.
91. **Expenditure to date**
The Clerk reported that an ‘on target’ expenditure for October (month 7) would be 58%. The Parish Council expenditure was 50% and the Walled Garden expenditure was 48%. No issues of concern reported.
92. **Consideration of Planning Applications**
The recent planning applications were considered (see attached report).