



# GRAPPENHALL AND THELWALL PARISH COUNCIL

Council Office, Community Centre, Bellhouse Lane, Grappenhall, Warrington WA4 2SG

Janet Richards, Clerk to the Council/RFO

Tel 01925 264918 (Monday to Thursday 2.00 - 4.30 pm)

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14<sup>th</sup> May 2020

Dear Councillor

A meeting of the COUNCIL will be held online via Zoom (instructions to follow), on **Thursday 21<sup>st</sup> May at 7.30 p.m.** at which your presence is requested.

Yours sincerely

*Janet A Richards*

Clerk to the Council/RFO

## A G E N D A

1. **Election of Chairman**  
To elect the Chairman of the Council for the year 2020/21 and to receive the Chairman's Declaration of Acceptance of Office.
2. **Election of Vice Chairman**  
To elect the Vice Chairman of the Council for the year 2020/21 and to receive the Vice Chairman's Declaration of Acceptance of Office.
3. **Apologies for Absence**  
To consider apologies and reasons for absence. For resolution.
4. **Dispensation Requests**  
To consider any dispensation requests from members.
5. **Disclosures of Pecuniary and Personal Interests**  
Members are reminded that personal interests or prejudicial interests, as defined in the Code of Conduct, in any matter before the meeting, must be disclosed no later than the start of discussion on that item.
6. **Minutes**  
To approve as a correct record the minutes of the Parish Council Meeting on 20<sup>th</sup> February and to receive the minutes of the Planning Committee meeting on 7th May. (Note that no monthly Parish Council meetings took place in March or April 2020 due to Covid-19)
7. **Appointment of Committees, Working Groups and Outside Bodies**  
Schedule to be discussed and resolved (see attached schedule).
8. **Dates of Meetings**  
A draft schedule of dates is attached for approval (see attached schedule).
9. **Correspondence**
  - a) Letter of thanks from Thelwall Parish Hall Management Committee for the Parish Council donation towards the car park resurfacing.
  - b) Mid Cheshire Footpath Society, Chairman's Report 2019/20.

**10. Information for Noting**

- a) There has been a significant increase in residents reporting overflowing bins (with dog waste bags) – which have all been reported to WBC.
- b) Jubilee Park, Diamond Park and the Walled Garden have all remained closed since the end of March (due to Covid-19). The situation is being monitored and the parks will re-open once Councillors and staff agree that it is safe to do so. The park caretakers are making daily visits to empty bins and check everything is ok.
- c) The UK Living Wage increased in Autumn 2019 from £9 per hour to £9.30 per hour. We previously resolved to implement any UK Living Wage increase in April the following year – so this was implemented in the April payroll. The apprentice rate has also increased from £4.35 to £4.55 (for Under 18's) so this was also implemented in April.
- d) The Assistant Clerk has completed nearly 50% of the CiLCA qualification (estimated completion September 2020).
- e) The new pension software for Cheshire Pension Scheme is now up and running.
- f) The Assistant Clerk has upgraded the Sage payroll software and all employees now receive payslips /P60's electronically.

**11. Tree Management Policy**

The Assistant Clerk has compiled a Tree Management Policy (see attached). The benefit to having a policy on tree management is for consistency and for ease of dealing with the many requests we receive for works to trees. For discussion and resolution to adopt/amend.

**12. Covid-19**

To discuss any issues arising/actions for the Parish Council in relation to the Covid-19 situation.

**13. Requests for Financial Assistance**

- a) British Red Cross – request for £1000 funding towards wheelchair loans, A&E discharge, emergency response, refugee training and first aid training in Cheshire (due to extra Covid-19 demands).

**14. Annual Parish Council Accounts**

The Clerk will present the 2019/20 accounts (see attached Income & Expenditure Report). For resolution to accept and for the Clerk to prepare the audit information on these figures.

**15. Accounts for Payment**

A schedule of Accounts for Payment to be tabled.

**16. Consideration of Planning Applications**

To consider any planning applications which require an immediate decision.