

MINUTES OF A MEETING OF THE GRAPPENHALL AND THELWALL PARISH COUNCIL HELD ONLINE VIA ZOOM ON THE 21ST MAY 2020

Present: Councillors D Hockenhull (Chair), R Bate, Ms S Chisholm, Mrs L Fernyhough, R Fisher, Ms W Johnson, J McQuillian, C Taylor, P Warner, Mrs E Welborn, G Welborn, P Wenlock and C Worsley

Action

1. **Election of Chairman**
It was **resolved that** Councillor D Hockenhull be elected as Chair of the Council for the year 2020/21. The Declaration of Acceptance of Office would be signed at a later date.
2. **Election of Vice Chair**
It was **resolved that** Councillor J McQuillian be elected Vice Chair of the Council for the year 2020/21. The Declaration of Acceptance of Office would be signed at a later date.
3. **Apologies for Absence**
It was **resolved that** apologies and reasons for absence from Councillor M Biggin would be accepted.
4. **Dispensation Requests**
No dispensation requests were received.
5. **Disclosure of Pecuniary and Personal Interests**
No disclosures were made.
6. **Minutes**
Resolved that the minutes of the Parish Council meeting on 20th February be approved as a true record. (Note that the Parish Council meeting for March and April had been cancelled due to Covid-19)
7. **Appointments to Committees, Working Groups and Outside Bodies**
It was **resolved that** appointments to Committees, Working Groups and Outside Bodies be made in accordance with the agreed schedule attached to these minutes.
8. **Dates of Meetings**
It was **resolved that** the meetings of the Council and Committees be held on the dates set out in the schedule attached to these minutes.
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 had been a significant increase in residents reporting overflowing bins (with dog waste bags) – which had all been reported to WBC.
 - b) Jubilee Park, Diamond Park and the Walled Garden had all remained closed since the end of March (due to Covid-19). The situation is being monitored and the parks would re-open once Councillors and staff agree that it is safe to do so. The park caretakers had been 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 had also increased from £4.35 to £4.55 (for Under 18's) and this was also implemented in April.

- d) The Assistant Clerk had completed nearly 50% of the CiLCA qualification (estimated completion September 2020).
- e) The new pension software for Cheshire Pension Scheme was now up and running.
- f) The Assistant Clerk had upgraded the Sage payroll software and all employees now receive payslips /P60's electronically.

11. Tree Management Policy

The Assistant Clerk had produced a Tree Management Policy that was presented to members. It was **resolved that** the new policy be adopted and handed over to the Parks & Open Spaces Committee, to periodically review.

12. Covid-19

Members discussed the implications for the Parish Council, due to Covid-19. It is likely that we would have Zoom meetings for the foreseeable future. There was some discussion on the re-opening of the Walled Garden and Jubilee Park. It was **resolved that** the Clerk would liaise with the Gardener/Manager with regards to re-opening part of the Walled Garden, and also ask PCSO Sharon Perrie her view on re-opening Jubilee Park. Councillor Ms W Johnson asked if the Parish Council Facebook page could be updated more regularly. The Chair thanked all the staff and Councillors for all their efforts during this difficult time.

13. Requests for Financial Assistance

- a) British Red Cross requested funding towards extra demands on their services, due to Covid-19. It was **resolved that** a donation of £500 be made.

14. Annual Parish Council Accounts

It was **resolved that** the Annual Parish Council Accounts and Annual Governance Statement be approved. (See Income & Expenditure report attached).

15. Accounts for Payment

It was **resolved that** accounts for payment totalling £24,342.57 be approved.

16. Consideration of Planning Applications

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

THE CHAIR THANKED PAUL WENLOCK FOR HIS YEAR IN TENURE AS CHAIRMAN OF GRAPPENHALL & THELWALL PARISH COUNCIL.

Grappenhall & Thelwall Parish Council
Income & Expenditure Report
2019-2020

By Janet Richards, Clerk to the Council/ RFO

Income

<i>Precept – Warrington Borough Council</i>	£, 164,221.00
<i>Walled Garden Investment Fund Income – Arnold Stansby</i>	£, 96,806.31
<i>Local Plan Refunds from South Warrington Parish Councils</i>	£, 20,656.74
<i>Café Income – Ape Bars</i>	£, 14,444.53
<i>Walled Garden Income from Outreach activities/ events/ visits</i>	£, 8,994.96
<i>Miscellaneous Income</i>	£, 1,211.79
<i>Live Wire Interest</i>	£, 450.00
<i>Interest – Barclays Bank</i>	£, 404.78
Total	£307,190.11

Expenditure

<i>Parish Council Staff Costs (inc. Cleaners)</i>	£, 84,875.56
<i>GH Walled Garden Staff Costs</i>	£, 61,506.41
<i>Local Plan Planning/Legal Consultants Fees</i>	£, 29,162.00
<i>Grants/Donations</i>	£, 21,566.66
<i>Walled Garden Equipment/ Grounds Maintenance/ Tree/ General Maintenance</i>	£, 16,411.55
<i>Walled Garden Utility/ Rates/ Security/ Site Maintenance</i>	£, 16,072.61
<i>Grounds Maintenance & Hanging Baskets</i>	£, 15,320.00
<i>Insurance & Audit Costs</i>	£, 8,282.45
<i>Parish Council Office Costs/ Subscriptions/ Utilities/ Website</i>	£, 7,881.34
<i>Environmental Improvements</i>	£, 5,723.83
<i>Walled Garden Outreach Costs</i>	£, 3,352.44
<i>New Play Equipment & Maintenance</i>	£, 1,877.52
<i>General and Civic Expenses</i>	£, 883.33
Total	£272,915.70
<i>Total Expenditure with adjustments (petty cash/prepayments etc)</i>	£272,292.97
<i>Balance brought forward from 2018/19</i>	£, 99,676.76
Add Income Less Expenditure i.e. balance to be carried forward	<u>£134,573.90</u>

Grappenhall and Thelwall Parish Council

Programme of Meetings 2020-21

04	June	2020	Planning Committee
18	June		Council
02	July		Planning Committee
16	July		Council
13	August		Recess Committee
03	September		Planning Committee
17	September		Council
01	October		Planning Committee
15	October		Council
05	November		Planning Committee
19	November		Council
03	December		Planning Committee
17	December		Council
07	January	2021	Planning Committee
21	January		Council
04	February		Planning Committee
18	February		Council
04	March		Planning Committee
18	March		Council
01	April		Planning Committee
15	April		Council
02	April		Good Friday
05	April		Easter Monday
06	May		Planning Committee
20	May		Annual Parish Council Annual Parish Meeting

Grappenhall and Thelwall Parish Council – Appointments 2020/2021

	<i>Appointments 19/20</i>	<i>Appointments 20/21</i>
Chair of the Council	P Wenlock	D Hockenhull
Vice-Chairman of the Council	D Hockenhull	J McQuillian
Committees		
Planning Committee	D Hockenhull (Chair)	J McQuillian (Chair)
	R Fisher	D Hockenhull
	J McQuillian	R Fisher
	P Warner	P Warner
	Mrs E Welborn (Vice Chair)	Mrs E Welborn (Vice Chair)
	M Biggin & P Wenlock (P/T)	M Biggin & R Bate (P/T)
Resources Committee	P Wenlock (Chair)	D Hockenhull (Chair)
	Mrs L Fernyhough	Mrs L Fernyhough
	D Hockenhull	J McQuillian
	C Taylor	C Taylor
	C Worsley	C Worsley
	H Kazi	H Kazi
Recess Committee	P Wenlock (Chair)	D Hockenhull (Chair)
<i>(Chairman, V-Ch, Ch of Planning</i>	D Hockenhull	J McQuillian
<i>and Ch Grappenhall Heys</i>	Mrs L Fernyhough	Mrs L Fernyhough
<i>Estates Committee)</i>	Mrs E Welborn	Mrs E Welborn
Grappenhall Heys Estate	Mrs L Fernyhough (Chair)	Mrs L Fernyhough (Chair)
Committee	D Hockenhull	D Hockenhull
	J McQuillian	J McQuillian
	C Taylor	C Taylor

	<i>Appointments 19/20</i>	<i>Appointments 20/21</i>
	Ms S Chisholm	Ms S Chisholm
GYCA Liaison Committee	C Worsley (Chair)	C Worsley (Chair)
	Mrs L Fernyhough	Mrs L Fernyhough
	P Warner	P Warner
	R Bate	R Bate
Parks & Open Spaces Committee	R Bate (Chair)	R Bate (Chair)
	M Biggin	M Biggin
	Mrs L Fernyhough	Mrs L Fernyhough
	H Kazi	H Kazi
	Miss W Johnson	Ms W Johnson
	Mrs E Welborn	Mrs E Welborn
	M Stuart (Parish Warden)	M Stuart (Parish Warden)
Working Groups		
Neighbourhood Plan Working Group	Ms S Chisholm	Ms S Chisholm
	R Bate	R Bate
	M Biggin	M Biggin
	W Johnson	W Johnson
	P Warner	P Warner
South Warrington Parishes Local Plan Working Group	C Taylor (Chair)	C Taylor (Chair)
	R Bate	R Bate
	Plus representatives from other South Warrington Parish Councils	Plus representatives from other South Warrington Parish Councils
G&TPC Local Plan Working Group	Mrs E Welborn	Mrs E Welborn
	R Bate	R Bate
	J McQuillan	J McQuillan
	C Taylor	C Taylor
	P Warner	P Warner
	Ms S Chisholm	Ms S Chisholm

	<i>Appointments 19/20</i>	<i>Appointments 20/21</i>
Outside Bodies		
CPRE	Mrs L Fernyhough	Mrs L Fernyhough
Thelwall Parish Hall Mgt Cttee	R Fisher	R Fisher
Rights of Way Forum	P Warner	P Warner
Warrington Police Forum	Mrs L Fernyhough	Mrs L Fernyhough