

# MINUTES OF A MEETING OF THE GRAPPENHALL AND THELWALL PARISH COUNCIL HELD AT THE COMMUNITY GLASSHOUSE, GRAPPENHALL HEYS WALLED GARDEN ON THE 15<sup>th</sup> July 2021

**Present:** Councillors D Hockenhull (Chair), R Bate, S Brookes, M Browne, Ms S Chisholm, B Davies, R Hignett, Mrs H Speed, C Worsley.

**In attendance:** Colette Fellows Clerk & Responsible Financial Officer. Pat Burch Assitant Clerk.  
Also in attendance was Davis Hansford Branch Chair of GTRBL and Anthony Warburton Branch Treasurer of GTRBL.

## Action

### 49. Apologies for Absence

It was **resolved that** apologies and reasons for absence from Councillors M Biggin, Mrs L Fernyhough, R Fisher, Ms W Johnson, J McQuillan, C Taylor and P Warner would be accepted.

### 50. Disclosure of Pecuniary & Personal Interests

No disclosures were made.

### 51. Minutes

**Resolved that** the minutes of the Parish Council meeting on 17<sup>th</sup> June 2021 and Planning Committee meeting on 1<sup>st</sup> July be approved as a true record.

### 52. Dispensation Requests

No dispensation requests were received.

### 53. Information for Noting

- a) The Walled Garden resin path is now complete at a cost of £14,450. The Friends of the Walled Garden have re-embursed £13,950 as previously agreed.
- b) Contact has been made with Peel Holdings and they are receptive of a new bin on Ferry Lane.
- c) The Outreach officer held a table-top sale on Sunday 4<sup>th</sup> July at the Walled Garden, raising over £450 for MND (Motor Neurone Disease).
- d) Emergency fire alarm repairs are required at the Walled Garden after two call-outs, at a cost of £972+vat.
- e) Pictures have been delivered to former Councillors and greatly received.
- f) Banking Mandates have been completed and the Clerk presented identification for approval at branch.
- g) The 'Janet Richards Glasshouse' plaque has arrived,. The family have requested that the plaque been installed without ceremony.
- h) The Parks and Open Spaces Committee meet on 15<sup>th</sup> July.
- i) The Task and Finish group are to meet in July, date to be confirmed.
- j) A new Gazebo has been purchased at a cost of £160+vat

### 54. PCSO Report

Members had been emailed the PCSO report prior to the meeting with the most recent crime statistics:

Anti Social Behaviour Incidents	= 2
Suspicious Activity	= 1
Burglary	= 0
Criminal Damage	= 0
Road Traffic Collisions	= 0
Shoplifting	= 0
Theft	= 2

A road list for 'Portable Sid' has now been compiled and the Parish Warden will start to move the Portable Sid around these hotspot areas.

**MS**

**55. Councillor Email Addresses**

The Clerk has obtained the @GTPC.org.uk email domain for 12 months (free of charge). Members were addressed by the Clerk to General Data Protection Regulations and a more secure IT/email system in the Parish Council Office. It would be advisable to change over to Microsoft Business 365 for secure emails /Microsoft Apps/Teams/Sharepoint/Cloud-Based storage. Members agreed this was the way to move forward. It was **resolved that** Microsoft Business 365 be purchased at a cost of £957+vat per year.

Members went on to discuss the current IT equipment in the Parish Council Office which is not compatible for home working. A Cloud base system would enable all colleagues to work from home more efficiently and securely with the right equipment! It was **resolved that** the Clerk would seek further advice from Cllr B Hignett and Rob Worsley (IT Consultant for the Parish Council Office) regarding changing over the current IT System from Hard Drives to Laptops with docking stations and the possibility of a large screen in the meeting room to enable all meetings to be paperless and possible 'Hybrid' meetings for public participation. The Clerk will present findings/costings at the next meeting in September.

**CF**

**56. South Warrington Parish Council Local Plan Working Group (SWP)**

Councillor Bate briefed members that the 'Local Plan' is expected in late September. Housing numbers have been revised from 950 Per Year to 815 Pear Year, there will be a focus on 'Brown Field' sites, but greenbelt is still needed to meet government targets.

**57. Urban Splash**

Councillor Bate had updated members on the outcome from the DMC (Development Management Committee) which was very disappointing. The meeting was handled very poorly and complaints have been lodged. John Groves (Planning Consultant) who was representing the Parish Council had since contacted the Barrister for a way to move forward. In response, it was advised that it was not favourable to contest.

It was felt the DMC had let residents down. Cllr Bate suggested the PC asks the Barrister to contest the process which was not followed correctly for future-proofing. It was **resolved that** John Groves would request costings from the Barrister to act on behalf of the PC and to support the 'Local Residents group'.

**CF/JG**

**58. Communications Working Group**

Councillors Worsley and Bate had researched other Parish Councils mean of communication with residents and even though our current methods used - Website/Facebook/Noticeboards/emails are effective there is room for improvement. It was **resolved that** a 'Communications Working Group' be formed with Cllrs Worsley, Bate, Hignett and Brookes along with the Clerk to discuss ways of improving the Parish Councils engagement/communication with residents.

**CF**

**59. Remembrance Day Parade**

Grappenhall and Thelwall Royal British Legion (GTRBL) have enlisted the support of the Parish Council for a 'Temporary Traffic Management Order' for Remembrance Sunday.

The Clerk wrote to Commissioner Dwyer who is head of Police and Crime for Cheshire, who in turn forwarded the request onto Chief Inspector Simon Meegan for support with a TTMO. A response was received that a TTMO is granted by the local authority (WBC) and no requirement to make an application through the Commissioner or Chief Constable.

PCC Dwyer stated that they are currently exploring the possibility of arranging training for volunteers in local communities to enforce the arrangements around a TTMO and would be writing to all Parishes via

ChALC in due course. It was **resolved that** the Clerk would contact ChALC for any updates and Cllr Mike Biggin to ask WBC to agree road closures for the remembrance parade. **CF/MB**

**60. Accounts for Payment**

It was **resolved** that accounts for payment totalling £25,410.33 be approved.

**61. Expenditure to date**

- An 'on target' expenditure for June (month 3) was 33%
- Parish Council expenditure was running at 28%
- Walled Garden expenditure was running at 37%
- The overall figure was 31%
- No concerns

**62. Consideration of Planning Applications**

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